COURT ORDER NO. 2011- 245 -04-18

STATE OF TEXAS

COUNTY OF COLLIN

COMMISSIONERS' COURT
MEETING MINUTES
MARCH 28, 2011

On Monday, March 28, 2011, the Commissioners' Court of Collin County, Texas, met in Regular Session in the Commissioners' Courtroom, Jack Hatchell Administration Building, 4th Floor, 2300 Bloomdale Road, City of McKinney, Texas, with the following members present, and participating, to wit:

Present:
Judge Keith Self
Precinct 1 Commissioner Matt Shaheen
Precinct 2 Commissioner Cheryl Williams
Precinct 4 Commissioner Duncan Webb

Absent:
Precinct 3 Commissioner Joe Jaynes

Commissioner Webb led the Invocation.
Judge Self led the Pledge of Allegiance.
Commissioner Shaheen led the Pledge of Allegiance to the Texas Flag.

Judge Self called to order the meeting of the **Collin County Commissioners' Court** at 1:30 p.m. and recessed into the **Collin County Health Care Foundation.**

President Self called to order the meeting of the **Collin County Health Care Foundation** at 1:37 p.m. and adjourned the meeting at 1:37 p.m.

President Self called to order the meeting of the **Collin County Toll Road Authority** at 1:37 p.m. and adjourned the meeting at 1:37 p.m.

Judge Self reconvened the meeting of the **Collin County Commissioners' Court** at 1:37 p.m.

DECISIONS MANDATED BY LEGAL ENTITIES OUTSIDE OF COMMISSIONERS' COURT AUTHORITY:

1. **AI-33367** Budget amendment in the amount of $8,000 to move funds from the Out-Of-County Sex Offender line item to the Juvenile Probation department to purchase stacking chairs, Auditor.

FYI NOTIFICATION

1. Addenda:

a. **AI-33396** No. 1 to Collin County Adventure Camp, Generator (IFB No. 01077-11) to make various changes to the bid specifications, Purchasing.

b. **AI-33395** No. 1 to Collin County Adventure Camp, Wastewater Treatment Plant, Peak Flow Storage (IFB No. 01076-11) to make various changes to the bid specifications, Purchasing.

c. **AI-33397** No. 1 to Construction, Bridge: CR 127 over Haw Branch (IFB No. 01075-11) to make various changes to the bid specifications, Purchasing.

2. **AI-33400** Utilization of the Cooperative DIR IT Staff Augmentation Contract (No. DIR-SDD-1106) to acquire a PeopleSoft development services professional, Information Technology.

2. Public Comments.

3. Presentation/Recognition:

a. Retirement plaque presented to Sheila Nelson by Carrie Brazeal, Texas AgriLife Extension Service.

Carrie Brazeal, Texas AgriLife Extension Service, presented a plaque to Sheila Nelson in recognition of her 28 years of service to Collin County.

b. Service Pins for the month of March, Human Resources.

Constable Chuck Presley, Precinct 3, presented a service pin to Richard Harris in recognition of his 25 years of service to the citizens of Collin County. Constable Presley also presented Mr. Harris with a plaque from his office.

District Attorney Greg Willis presented a service pin to Rae Ann Thornhill in honor of her 30 years of service with the District Attorney's Office.

Judge Self presented Jeff May, County Auditor, with the Texas Comptroller Leadership Circle Gold Member award. The award is in recognition of setting the bar for financial transparency and opening the county's books to the public.

4. Consent agenda to approve: Judge Self asked for any comments on the consent agenda. Commissioner Webb requested items 4c1, 4d2, 4f3a, 4f3b, and 4g2 be pulled for discussion. Judge Self requested item 4a be pulled for discussion. Commissioner Shaheen requested items 4c2 and 4g3 be pulled for discussion. There being no further comments, a motion was made to approve the consent agenda. (Time: 3:09 p.m.)

Motion by: Commissioner Matt Shaheen
Second by: Commissioner Duncan Webb
Vote: 4 – 0 Passed

a. **AI-33391** Disbursements for the period ending March 22, 2011, Auditor.

Judge Self asked about a disbursement check for Historical Preservation. Jeff May, County Auditor, replied the expense is for membership to Preservation Texas for the Collin County Historical Commission. Motion to approve disbursement.
(Time: 3:14 p.m.)

Motion by: Judge Keith Self
Second by: Commissioner Duncan Webb
Vote: 4 - 0 Passed

COURT ORDER NO. 2011-179-03-28

b. **AI-33375** Tax refunds totaling $798,071.61, Tax Assessor Collector.
COURT ORDER NO. 2011-180-03-28

c. Award(s):

1. **AI-33399** Generator, Equipment and Installation (IFB No. 11033-11) to Mart, Inc. and budget amendment in the amount of $146,500 for same, Facilities.

Commissioner Webb pulled this item out of concerns with a part of the contact that states the vendor will drain, disassemble and dispose of the equipment. Commissioner Webb wanted the contract to include a clause that the vendor will dispose of the equipment properly to ensure it is not placed in an illegal dumpsite and that the disposal follows all regulations.

Frank Ybarbo, Purchasing Agent, came forward saying the vendor is proposing that when they are ready to dispose of the equipment, they will supply the county with a written affidavit of the details of the disposal.

Judge Self expressed concerns regarding the bid being 25% lower than the next competitor and asked if everything had been covered in the bid.

Dan James, Facilities, responded saying this is identical equipment to what was specified; the difference is in the mark up. Motion to approve award of contract.
(Time: 3:13 p.m.)

Motion by: Commissioner Duncan Webb
Second by: Commissioner Matt Shaheen
Vote: 4 - 0 Passed

COURT ORDER NO. 2011-181-03-28

2. AI-33240 Maintenance: Cisco Software and Hardware (RFP No. 10012-11) for a three (3) year period, approval of an agreement with Key Government Finance to make three (3) equal payments and further authorize the Purchasing Agent to finalize and execute the Payment Plan Agreement and the County Judge to finalize and execute the Purchaser's Certificate, Information Technology.

Commissioner Webb asked why maintenance will change from 24 hours a day 7 days a week to 5 days a week from 8:00 a.m. to 5:00 p.m. Caren Skipworth, Information Technology, addressed the question saying as the county has built new structures they have put in a high availability within the infrastructure and network. This allows them to re-route traffic if there is an outage in one area which prevents a full outage.

In addition, there are now two certified Cisco Engineers on staff with a third who will be certified soon. Ms. Skipworth said she feels comfortable knowing there are certified engineers on staff that can support environments after hours. Also, because the county must put in new infrastructure and equipment at the Sheriff's Office, they will pull and maintain the best pieces of that equipment for spare parts. This enables a repair or replacement to be implemented on a weekend while waiting for the 24 hour service. The contract also allows any type of support calls at any time. While all vulnerabilities have not been eliminated, they have been lessened significantly.

Commissioner Webb commented that the vendor will also report the top five issues it sees quarterly. Commissioner Webb liked this because it allows another view of the flow and the vendor could possibly see a potential bottle neck first. Motion to approve agreement as submitted. (Time: 3:17 p.m.)

Motion by: Commissioner Duncan Webb
Second by: Commissioner Matt Shaheen
Vote: 4 - 0 Passed

COURT ORDER NO. 2011-182-03-28

3. AI-33398 Construction, Bridge: County Road 127 over Haw Branch (IFB No. 01075-11) to Jeske Construction Co., budget amendment in the amount of $364,962 and further authorize the Purchasing Agent to finalize and execute the construction agreement, Special Projects.

COURT ORDER NO. 2011-183-03-28

d. Amendment(s):

1. AI-33279 No. 4 to Techshare Resource Sharing Addendum Common Integrated Justice System (CIJS) Court Administration System with the Texas Conference of Urban Counties (CUC) to provide various changes to the agreement and further authorize the County Judge to finalize and execute the agreement, Information Technology.

COURT ORDER NO. 2011-184-03-28

2. AI-33378 No. 8 to Professional Services, Architectural: Collin County Courthouse Addition Phase II (Contract No. 11089-08) with Pierce, Goodwin, Alexander & Linville (PGAL) to add additional services to the contract and further authorize the Purchasing Agent to finalize and execute same, Construction & Projects.

Judge Self had questions regarding the services because the backup documentation was not entirely clear. Bill Burke, Construction and Projects, approached the court in response. Mr. Burke informed the court the county's energy management system is currently sole sourced as programming. They found out during the construction standards review, that may not need to be sole sourced; they want an engineer to draw up some specifications so they can it bid out. Judge Self asked if this also had to do with an upgrade. Bill Bilyeu, County Administrator, came forward saying the system exists, but new wiring is being brought into it so someone has to configure the touch screens. This is an addition to the courthouse and the county will be able to use the specifications in future projects.

Commissioner Shaheen pointed out this will assist the technician because there will only be one screen to monitor rather than several. Motion to approve additional service to contract. (Time: 3:20 p.m.)

Motion by: Judge Keith Self
Second by: Commissioner Matt Shaheen
Vote: 4 - 0 Passed

COURT ORDER NO. 2011-185-03-28

e. Budget adjustment(s)/amendment(s):

1. AI-33376 $4,421 to allocate Farm Museum Memorial Funds (fund 023) to be used for permanent exhibit space and displays in the Farm Museum, Special Projects.

COURT ORDER NO. 2011-186-03-28

f. Receive and File, Auditor:

1. AI-33372 Monthly Interim Financial Report for December 2010.

COURT ORDER NO. 2011-187-03-28

2. Change of Office Inventory Audit:

a. AI-33383 Fire Marshal.

COURT ORDER NO. 2011-188-03-28

3. Final Audit Result(s):

a. AI-33385 Constable, Precinct 3 (3rd & 4th Quarter FY2010).

Commissioner Webb informed the court this item related to 4f3b as well; both related to shortages in the collection of fees. Commissioner Webb wants the department to be responsible when there is a shortage and stated he will not back down from his philosophy. The Commissioner feels the elected official should be held accountable for collecting their fees. He will accept the audit; however, he wants it known that the county should not have to pay for shortages when it is the elected official's staff making mistakes. Jeff May, County Auditor, replied he did not have an issue with implementing that philosophy. Mr. May's policy allows anything over five dollars to be addressed and he can include these two issues in that policy. Mr. May said he can require the two issues in discussion be reimbursed. Judge Self asked if this was a Commissioners' Court policy.

Mr. May said he can make recommendations based on his findings; however, this should be a Commissioners' Court policy. Judge Self directed Bill Bilyeu, County Administrator, to put together a policy and bring it back as an agenda item. Motion to approve audit results in items 4f3a and 4f3b. (Time: 3:23 p.m.)

Motion by: Commissioner Duncan Webb
Second by: Commissioner Cheryl Williams
Vote: 4 - 0 Passed

COURT ORDER NO. 2011-189-03-28

b. **AI-33384** County Clerk (3rd & 4th Quarter FY2010).

COURT ORDER NO. 2011-190-03-28

g. Miscellaneous

1. **AI-33334** FY2011 tax exemptions for historical structures and/or landmarks, Collin County Historical Commission.

COURT ORDER NO. 2011-191-03-28

2. **AI-33379** Adoption of the 2011 Collin County Local Mitigation Strategy, Homeland Security.

Commissioner Webb asked why the Cities of Plano and McKinney not a part of the strategy when the Cities of Allen and Frisco were. Kelley Stone, Homeland Security, came forward to address the question. Mr. Stone stated that Plano and McKinney contracted for service in their own contract mitigation. Commissioner Webb had the understanding that when a city reached a certain level, they had to have their own plan individualized to their city. Francisco San Miguel, NCTCOG (North Central Texas Council of Governments), responded saying each plan is separate; they have been grouped together which is why this is called a strategy instead of a plan. Each city has its own individual plan within the strategy; participation is voluntary.

Commissioner Williams asked if the City of Richardson was asked to participate. She does not want them to be forgotten. Jason Lane, Homeland Security, responded that they started the strategy in 2004 when the requirements were issued. The NCTCOG received grant funds to work on the strategy and solicited volunteers to compile the strategy. The jurisdictions listed were the ones that volunteered to participate. Mr. San Miguel added that the City of Richardson was approached by Dallas County and they opted not to participate.

All of the cities in question had been asked to participate, but chose not to. Motion to approve adoption of the Mitigation Strategy. (Time: 3:27 p.m.)

Motion by: Commissioner Duncan Webb
Second by: Commissioner Matt Shaheen
Vote: 4 - 0 Passed

COURT ORDER NO. 2011-192-03-28

3. AI-33430 Adoption of the updated Emergency Operations Plan, Homeland Security.

Commissioner Shaheen asked to go into Executive Session in order to discuss this item in order to prevent compromising security. After discussion in Executive Session a motion was made to approve the Emergency Operations Plan. (Time: 3:45 p.m.)

Motion by: Commissioner Matt Shaheen
Second by: Commissioner Cheryl Williams
Vote: 4 - 0 Passed

COURT ORDER NO. 2011-193-03-28

4. AI-33370 Purchase nine (9) 22 inch monitors for the Justice of the Peace, Precinct 1 office and budget amendment in the amount of $1,350 for same, Justice of the Peace, Precinct 1.

COURT ORDER NO. 2011-194-03-28

5. AI-33366 Installation of a culvert in the drainage ditch between CR 228 and the Wilson Family Cemetery, Public Works.

COURT ORDER NO. 2011-195-03-28

6. AI-33351 Reimbursement of fencing materials in the amount of $1,584 to Mr. Bryn Wetton for property along CR 574 and further authorize the County Judge to finalize and execute the Agreement for Release and Waiver of Liability, Public Works.

COURT ORDER NO. 2011-196-03-28

7. AI-33377 Declare property as surplus, authorize additions and/or deletions to the list as deemed necessary, authorize the Purchasing Agent to sell same via on-line auction and advertise for same, Purchasing.

COURT ORDER NO. 2011-197-03-28

8. AI-33412 Personnel Appointments, Human Resources.

COURT ORDER NO. 2011-198-03-28

9. AI-33413 Personnel Changes, Human Resources.

COURT ORDER NO. 2011-199-03-28

GENERAL DISCUSSION

5. AI-33311 I.T. Technology Refreshment Plan & Printer Consolidation presentation, Information Technology.

Caren Skipworth, Information Technology, came forward with a power point presentation for the court regarding a proposal for a technology refreshment plan and a proposal for a printer consolidation plan. Both of these items have been discussed in previous courts; today's presentations would provide the court with an update. Ms. Skipworth asked that both proposals be considered in the FY 2012 budget.

I.T. (Information Technology) Technology Refreshment Plan

Ms. Skipworth began with an overview of her department's goals for the county versus the previous process. They are looking for standard repeatable processes for refreshing county equipment. Currently systems are purchased when there is a large I.T. project that requires new systems. This process is hard to mange and causes the desktop systems to become very old. Some of the county's current systems are as much as 10 years old.

The plan is to replace all county systems within the next five years with the exception of specialty systems. The previous and current process replaced systems, desktop and laptop computers, on a fix/replace procedure. If a system goes completely down or if an application does not run, then it is repaired or replaced. The quality goal is to complete a standard image for each department to support service level agreements.

Currently there are hundreds of images in the county. The goal is to have no more than 35, which is based on department applications and needs. Ms. Skipworth discussed the budgetary process and her recommendations. Ms. Skipworth recommends they utilize the I.T. maintenance cost savings, which equals $434,000, to fund the refreshment proposal in FY2012. Commissioner Shaheen directed Ms. Skipworth to include the printer savings when she presented her proposal during the budget cycle. In closing Ms. Skipworth gave the recommendation of beginning a five year repeatable process to begin this year. Discussion with the court followed. Commissioner Shaheen asked for the benefits this would provide the I.T. department. Commissioner Webb asked if this would assist in freeing up personal time so they can address the back log issue. Commissioner Webb supports the proposal and asked for ways to accelerate the process.

Ms. Skipworth informed court they are still short three batteries for the AS/400 system which they have been unable to replace. Ms. Skipworth explained the batteries run the operating system; the system cannot run without them. Commissioner Williams asked which applications were still still on the AS/400. Ms. Skipworth replied the county's entire financial system as well as Public Works, Facilities, Animal Services and the County Clerk's AmCad system. Commissioner Williams also recommended the acceleration of any additional programs that would allow the county to move off of the AS/400 system as soon as possible.

Printer Consolidation Plan

Caren Skipworth, Information Technology, gave a power point presentation on the present condition of the county's printers. Currently there are .75 printers per person with 1278 countywide. There are currently 20 different manufacturers and 208 unique models. Seventy five percent are more than eight years old, 45% are more than nine years old. Most are not compatible with the Windows 7 operating system, which will roll out in 2011 and 2012. The presentation included recommendations which would place one printer to every five employees. They would have a common manufacturer and models to keep it repeatable and as standard as possible. This would lower and control the consumables and newer printers would print much faster. The cost would be approximately $594,000 for 240 printers which would be a mix of black and white, color and multi-functional. The benefit would be a reduction in toner, paper and energy usage. New printers would provide security for confidential documents and have the ability to print duplex.

The recommendation is to budget a refresh program at $40,000 per year for the next five years beginning with FY 2012. Ms. Skipworth also recommended implementing a policy that works towards a ratio of five employees to one printer. Discussion with the court followed regarding the surplus of the current consumables. Commissioner Shaheen suggested writing the consolidation policy prior to the budget process and bringing it back to the court. He also requested to see the savings over the next five to eight years. Judge Self had concerns regarding officials that have their own funds and recommended consideration of how the county would manage that issue.
(Time: 2:06 p.m.)

NO ACTION TAKEN

6. **AI-33313** I.T. Department Update & Strategic Plan, Information Technology.

Caren Skipworth, Information Technology, gave a power point presentation regarding her department's update and strategic plan.

The update included I.T.'s organization as well as positions, budget, FY 2010 and FY 2011 projects, awards and strategic direction.

Ms. Skipworth informed the court her department was in its fourth year of re-organizing to the ITIL (Information Technology Infrastructure Library) model. Goals include focusing on improving customer service, providing standards, documentation and repeatable process, following best practices, controlling future I.T. staff growth and using I.T. resources more effectively by working smarter.

A current organization chart was shown with an explanation of the different team's job duties which are categorized in four groups, transform, plan, build and run. Commissioner Shaheen questioned the need to have the current number of staff and asked if that would change in the future. Ms. Skipworth replied it is likely not to change because they have lot of in house web development and database work. The weakest part of the department is the lack of business analysts who design and implement the development.

During the FY 2012 budget cycle, Ms. Skipworth will be asking for title, job description and duty changes based to job duties. These changes will not result in a pay increase; increases are given based on performance. There are 18-20 title changes and six re-classes which will fit job duties and tasks under the ITIL structure. They need to review job duties every three years because the I.T. world is constantly changing. Ms. Skipworth will be working with HR (Human Resources) to get the correct changes made. Commissioner Shaheen asked Ms. Skipworth to present the changes in the job duties to the court when she brought this before the budget meetings.

Ms. Skipworth next discussed I.T.'s PFP (Pay for Performance) goals which are aligned with the county's goals. Their purpose, goals and objectives have not changed. Ms. Skipworth showed a slide which depicted I.T.'s budget over the last five years. The M&O (Maintenance and Operations) budget was cut considerably; I.T. capital projects were also discussed. A slide of accomplishments was shown next; there were 21 completed projects in FY 2011, 24 major projects pending, and 110 ad hoc projects. There was a brief discussion on how the projects are scheduled. Commissioner Shaheen asked if it would help if the court prioritized the projects. Ms. Skipworth responded she has not had an issue so far. An overview of the awards received was shown next and included the Texas I.T. Manager Award, the Technology Excellent Award and the IBM Beacon Award.

I.T.s FY 2011 Strategic Direction was discussed and includes more on-line services such as dashboard performance with drill down capability.

Ms. Skipworth explained a methodology called Scrum which keeps the developers in touch with the functional department every two weeks on the development of new software. Mobility was also discussed. Laptops are phasing out; the workforce is headed toward tablets and iPads.

Audio/Video and Disaster Recovery was briefly discussed.

Commissioner Shaheen asked about retention of electronic records of the court and asked for a recommended policy. Ms. Skipworth replied County Clerk Stacey Kemp will have to recommend the policy as this is her area. An overview of the June 2011 agenda items was discussed briefly. (Time: 2:35 p.m.)

NO ACTION TAKEN

7. **AI-33404** Office space needs at satellite locations, Construction & Projects.

Bill Bilyeu, County Administrator, came forward with a power point presentation and information regarding possible permanent locations and buying versus leasing properties. The information included the dollar amount of annual costs for the current locations as well as a comparison of the costs to buy and re-lease properties for these offices. Bill Burke, Construction and Projects, presented the budgetary information to the court. Figures also included the appraisal value of each of the properties.

The McKinney Health Care Administration building consists of 47,000 square feet and leases 27,653 square feet to seven county offices at an annual cost of $282,516 and 2,560 square feet to WIC (Women, Infants and Children) at an annual cost of $29,436. The value of rent using 20 year bonds equals $4,000,000; the value of rent using a seven year tax note equals $1,865,493. The building was built in 1967 and is valued at $1,085,000. This building is owned by the county's general fund.

The Plano 900 and 920 buildings consist of 70,000 square feet; 44,000 square feet are leased to eight county offices at an annual cost of $622,560. WIC leases 5,384 square feet at an annual cost of $75,384. The remaining square footage is leased privately at $152,796 annually. The value of rent using 20 year bonds equals $10,957,924; the value of rent using a seven year tax note equals $5,468,763. The buildings were built in 1979 and are valued at $5,275,000. These buildings are owned by the Health Care Trust Fund.

In Frisco the county leases three separate buildings; two are from private owners and one is space in City Hall. The combined rent paid annually is $268,000. The value of rent using 20 year bonds equals $2,000,000; the value of rent using a seven year tax note equals $1,720,862.

The J.P. (Justice of the Peace)/Constable building is valued at $1,224,000 and the WIC building is valued at $311,594. Both buildings are held privately and have additional space which is rented to other businesses; the rent values are unknown.

In Wylie there are two separate buildings; J.P. Precinct 2 and Constable Precinct 2 lease 1,776 square feet in the former city hall at an annual cost of 19,536; WIC leases 1,000 square feet in a privately owned building at an annual cost of $14,400. The value of rent using 20 year bonds equals $457,144; the value of rent using a seven year tax note equals $217,538. Appraisal for this property was not available.

The offices in Farmersville consist of J.P. Precinct 2 and Constable Precinct 2 that lease 3,000 square feet at an annual cost of $18,000. The value of rent using 20 year bonds equals $231,848; the value of rent using a seven year tax note equals $115,708. The building has been valued at $199,000.

Mr. Bilyeu readdressed the court with an evaluation of the leased space saying it is more cost effective to buy rather than build. Mr. Bilyeu informed the court he is looking for direction on whether the county should buy any of the buildings currently being leased or look for additional space. If you are in government and you know operations will be in a place ten or more years, purchasing should be considered because government offices typically do not move within the same location. Mr. Bilyeu has received requests from the District Clerk, County Clerk, Adult Probation and Juvenile Probation for offices in Frisco. To provide these offices would be to have a sub courthouse; the only space that would be looked at is approximately 50,000 square feet. In addition, parking requirements are unique to county offices because of the services provided and various peak hours for different offices. While you could have a 50,000 square foot building, you would need a large foot print to accommodate parking needs.

The calculations on the evaluation included the cost of buying land and building a sub courthouse versus cost of remodeling an existing building. To build would cost approximately $343,480 per acre for the land and $183 per acre for the construction. A full sub courthouse would require approximately five acres. Remodel costs are approximately $75 to $100 per square foot.

Mr. Bilyeu asked for direction from the court on square footage and property location; he can get information from the real estate community. Commissioner Webb discussed acquiring existing property and gave comments that in the current economy this might be a good time for the county to acquire commercial property; especially in areas where growth is occurring. He is looking at 50,000 square feet or more in the Frisco area. A brief discussion followed regarding the impact moving the tax office out of the Frisco City Hall would have on the city.

Judge Self asked Mr. Bilyeu what his ideas were on building a facility and asked if the county would rent out remaining space.

Judge Self has concerns with the county renting space; it is competing with the other businesses. Mr. Bilyeu replied that the more people moving into an area, the more it takes to perform services. Judge Self asked if eventually the county would fill the space. Mr. Bilyeu replied he does not want to get into a position where they have made an investment and then they would have to move in ten to fifteen years.

Commissioner Shaheen agreed with Commissioner Webb regarding looking for property at or above 50,000 square feet in Frisco. Mr. Bilyeu asked for direction on Farmersville and Wylie as well. Commissioner Williams suggested discussion with the City of Wylie regarding their former city hall. She would like to see a consolidation in services. Mr. Bilyeu will talk with the City of Wylie first, and then address the Farmersville location. Judge Self referred to a spreadsheet that listed Collin County's lease costs and questioned the cost of the square footage at the Collin County Children's Advocacy Center. Mr. Bilyeu replied that was an agreement that was worked out with the Advocacy Center; the cost of the building was prorated and the county agreed to rent the space. Judge Self requested more information. (Time: 2:58 p.m.)

NO ACTION TAKEN

Judge Self recessed the meeting at 2:58 p.m. and reconvened at 3:07 p.m.

8. **AI-33424** Board/Committee Appointments, Commissioners Court.

NO ACTION TAKEN

9. Potential 82nd Legislative items, Commissioners Court:

a. **AI-31816** Discussion and any action of legislative priorities

Bill Bilyeu, County Administrator, came forward saying all of the items on the legislative updates were still in committee as of last Thursday. The bill regarding indigent health care has a senate sponsor, has moved out of committee and will be added to the list for next court. (Time: 3:30 p.m.)

NO ACTION TAKEN

10. Possible future agenda items by Commissioners' Court without discussion.

Judge Self requested the addition of a Commissioners' Court policy to hold the department head/elected official responsible for any overages or shortages.
(Time: 3:31 p.m.)

EXECUTIVE SESSION

Regarding item 4g3, Judge Self asked Mr. Bilyeu if the court was prepared to record the discussion in Executive Session, which is required by law. Mr. Bilyeu replied yes, they can record the meeting.

Judge Self recessed the meeting into Executive Session under Local Government Code Chapter 418.183 at 3:31 p.m. to discuss item 4g3, Adoption of the updated Emergency Operations Plan.

Judge Self reconvened the meeting of the Commissioners' Court at 3:37 p.m. in order to make a correction to the statute under which the court went into Executive Session. Executive Session did not begin until the correct statute was cited.

Judge Self recessed the meeting into Executive Session under Texas Government Code Chapter 418.183 at 3:37 p.m.

Judge Self reconvened the meeting of the Commissioners' Court at 3:45 p.m. The court approved the updated Emergency Operations Plan with a vote of 4 – 0.

There being no further business of the court, the meeting was adjourned at 3:46 p.m.

Keith Self, County Judge

Matt Shaheen, Commissioner, Pct. 1

Cheryl Williams, Commissioner, Pct. 2

Joe Jaynes, Commissioner, Pct. 3

Duncan Webb, Commissioner, Pct. 4

COMMISSIONERS COURT COLLIN COUNTY TEXAS

ATTEST:

Stacey Kemp, Ex-Officio Clerk
Commissioners Court
Collin County, T E X A S