

STATE OF TEXAS

COMMISSIONERS' COURT BUDGET WORKSHOP
SPECIAL SESSION MEETING MINUTES

COUNTY OF COLLIN

AUGUST 9-10, 2012

On Thursday, August 9, 2012, and Friday, August 10, 2012, the Commissioners' Court of Collin County, Texas, met in a Budget Workshop Special Session in the Commissioners' Courtroom, Jack Hatchell Collin County Administration Building, 4th Floor, 2300 Bloomdale Road, City of McKinney, Texas, with the following members present, and participating, to wit:

Judge Keith Self

Commissioner Matt Shaheen, Precinct 1

Commissioner Cheryl Williams, Precinct 2

Commissioner Joe Jaynes, Precinct 3

Commissioner Duncan Webb, Precinct 4

1. Commissioner Jaynes called to order the meeting of the Collin County Commissioners' Court Budget Workshop Special Session at 1:52 p.m.

2. Public Comments. There were no public comments.

THURSDAY, August 9, 2012

Presentation, discussion and any action regarding:

1. AI-35622 Overview of FY 2013 Budget Workshop Agenda

Monika Arris, Budget, came forward with an overview of the FY 2013 Budget Workshop Agenda.

2. **FY 2013 Recommended Budget Overview**

a. General Fund

b. Road & Bridge Fund

c. Health Care Trust

d. Collin County Toll Road Authority

e. Total Combined Budget

As a result of reporting changes with GASB 54, funds that cannot support themselves must now be consolidated into the general fund. Ms. Arris showed the Commissioners the transferred out amounts for 2009 through 2012 that were basically double booked for those years. That will be going away in 2013. The total combined budget is \$261 million which is balanced to the expected revenues for FY 2013 of \$261 million. The change from last year to this year: the FY 2012 adopted budget was \$264.9 million. One-time expenses for capital purchases were taken out, as well as the transferred out amounts, grant reimbursements and additional reductions; added back in were recommended additions, salary and benefit changes, required debt service payments and the ambulance contract. The recommended budget for FY 2013 is \$261 million.

Operating funds are the funds that receive the M&O portion of the tax rate and they include the general fund, road and bridge fund, jury fund and permanent improvement fund. The difference for FY 2013 is the jury fund has been absorbed into the general fund. For the operating fund, the estimated revenue for FY 2013 is \$153.9 million; the recommended budget for FY 2013 is \$153.5 million. Offsetting this is the road and bridge fund which is doing well. It relies heavily on fees. Only 3/10 of a cent in taxes goes into the road and bridge fund. With the recommended budget, the road and bridge fund will end with 268 days of fund balance. Additional tax dollars are not needed to balance that budget. The permanent improvement fund is doing well. They have a \$23 million fund balance. The only income they receive is interest revenue. There is no need to add additional tax dollars so the intent is to draw down on some of the fund balances.

Ms. Arris moved to the general fund. In a prior court Ms. Arris was requested to visually show the funds being absorbed into the general fund. A slide entitled "General Fund: Five-Year Trend" depicted the jury fund, Myers Park, pre-trial release, development services, juvenile probation/detention and juvenile alternative education going from FY 2012 to FY 2013. One anomaly noted, in the FY 2012 adopted budget the County paid a lump sum to TCDRS. In FY 2011 13.5% was the percentage of salaries budgeted to TCDRS; following a lump sum payment at the end of 2011, it dropped it to 7.7% in 2012. In 2013 it has been recommended at 8.5%.

For the general fund, estimated revenues compared to the recommended budget, Ms. Arris is estimating \$400,000 in revenues over expenditures.

Commissioner Webb wanted to return to the previous slide and noted 2012 was lower than 2011 due to the lump sum payment. The Commissioner asked if we were to make a lump sum payment in 2013 of \$2 million, would it reduce the budget. Ms. Arris replied it will not reduce the 2013 budget; however, it could possibly have impact on the 2014 calculation.

General fund budget details were listed. Starting with \$149.2 million for the FY 2012 adopted budget, Ms. Arris deducted one-time expenditures, grant reimbursements and additional reductions; she then added recommended additions and salary and benefit changes to arrive at \$153.5 million for the FY 2013 recommended budget for the general fund.

3. AI-35620 Items for Court Consideration

a. Permanent Improvement Fund

1. FY 2013 Recommended Projects

Ms. Arris listed the items for court consideration which included the permanent improvement projects. Those included 13 projects for Facilities to complete in-house; 11 projects budgeted in the permanent improvement fund and three projects budgeted in the animal shelter fund. Ms. Arris noted 27% of the animal budget is paid by Collin County; the remainder is paid by the member cities. The total for the permanent improvement projects is \$904,000.

Ms. Arris announced representatives from the Outside Agencies would be speaking next.

At this time Judge Self enters the courtroom.

b. Outside Agency Budgets

1. Central Appraisal District – Requesting \$1,175,203 – Increase of \$45,670

2. Child Protective Services – Requesting \$46,440 – no change

3. Fireman's Association – Requesting \$1,000,000 – no change

Jimmy Knipp, President of the Collin County Fireman's Association, came forward. He recognized fire chiefs from around the county who were present in the courtroom. Chief Knipp had a Power Point update for the Court highlighting the past year and where the Association needs to be in the future. In 2011 they had 2,685 runs and they are estimating around 2,700 runs for 2012. Chief Knipp showed a slide depicting the history of what the Commissioners' Court has funded. Their current funding is \$1 million. The Fireman's Association dedicates \$50,000 of that funding to the Excellence Fund at Collin College. The Excellence Fund allows individual departments to send their men for training at no cost to their department. The other \$950,000 is divided on a per run basis, estimated at between \$350 to \$395 per run. Not included in these numbers are unpaid mutual aid calls. Chief Knipp presented a comparison of the costs per run of the four paid county fire departments (Allen, McKinney, Plano and Murphy) versus paid/volunteer and totally volunteer departments. In conclusion, Chief Knipp stated the

Fireman's Association was asking for \$1 million in order to better serve the rural communities of Collin County. He then asked if there were any questions. (Time: 10:20 a.m.)

4. Historical Commission – Requesting \$49,000 – no change

Clyde Kerley came forward on behalf of the Historical Commission. The Historical Commission was not asked to make a presentation but Mr. Kerley was present to answer any questions. Judge Self asked County Auditor Jeff May about setting up two lines for the Historical Commission so they can pull the grants out to a separate line. It would allow the Court to understand the grant amount. Mr. May did not see an issue with that. Mr. Kerley stated the Historical Commission serves at the pleasure of the county commissioners. Whatever format the Court wishes them to do, as volunteers, they will make every effort to accomplish. (Time: 10:44 a.m.)

5. Libraries Assistance – Requesting \$218,294 – Decrease of \$80, 926

Beth Scudder, Director of the McKinney Public Library, was present representing the public libraries of Collin County. Ms. Scudder introduced Trish Dowell, Director of the Rike Memorial Library in Farmersville. Ms. Dowell was present to speak about how county funding has helped the Farmersville library this past year. The Rike Memorial Library has two full-time workers and one part-time. They are open 40 hours a week. In FY 2011 a state grant provided 4% of their budget, the county provided 15% and the city provided 81%. In FY 2012 that state grant was discontinued which resulted in their materials budget being cut by 20%. County patrons consist of 27% of their membership. County funding allows them to provide materials and services to their patrons and means so much to their library. The Farmersville library supports many surrounding communities.

Ms. Scudder attested to the great assistance the county funding has provided to the McKinney Library. Over the past year their group has met to discuss and adopt a funding formula for residents who live in unincorporated areas of Collin County who desire and deserve quality library services. Previously funding was distributed on county population as a whole with half being distributed to the libraries equally and the other half being distributed based on a city's population. The new funding formula is based on the population of the unincorporated areas. According to COG (Council of Governments), the population for the remaining portion of the county is 41,110 individuals. If this population were a separate city and needed to be funded, they would need to meet certain funding criteria per the Texas Administrative Code. Every library in Collin County has met those criteria to be funded by the county. Ms. Scudder listed the criteria. Last year the City of Plano withdrew from the funding formula; this year the City of Frisco is considering doing the same.

On behalf of the public libraries of Collin County, Ms. Scudder is requesting \$218,294 to meet funding criteria from the state. The City of Plano is charging a fee of \$50 per year

for people who are not Plano residents. Last year Plano did not charge patrons who lived in a city with a comparable library system, such as McKinney; it was just individuals who lived in a city that did not build their own library. The funding formula being presented is \$5.31 per capita. Other libraries are funding \$22 per capita. This is a decrease of about \$80,000 from last year. Following brief discussion, Ms. Scudder concluded by saying the group worked very hard to address the Court's concerns from last year. (Time: 10:40 a.m.)

6. LifePath – Requesting \$759,125 – no change

J. Randy Routon, Ph.D., Chief Executive Officer, LifePath Systems, was present to speak. Dr. Routon stated in 2011 LifePath saw 4,600 people with serious mental illnesses. Most are paid for by the NorthStar Program, but the County's support is what helps them keep their doors open. Their funding is very low and it would be impossible to manage if they didn't have County support. The IDD program (Intellectual and Developmental Disability) saw 2,000 individuals in 2011; there are 1,200 people on the waiting list for services. Their largest program is Early Childhood Intervention for babies up to three years old. Since half of the funding for that program is federal dollars, they cannot have a waiting list. The Early Childhood Intervention program serves Collin, Rockwall, and Kaufman. They serve 2,600 babies who are developmentally delayed. The legislature cut funding to all of LifePath's programs. In 2011 the IDD program saw the biggest cut at 23%. This year they will face another 5% cut.

Following discussion, Commissioner Jaynes asked if they receive funding from the other counties they service. Dr. Routon said they did not. Commissioner Shaheen suggested that one of the Commissioners go with Dr. Routon to ask for funding from those counties.

Continuing, Dr. Routon said one of the big projects they are dealing with is the Federal 1115 waiver. It holds great promise for badly needed services in behavioral and physical health throughout the state. Dr. Routon thanked the County for their leadership in being the anchor. Those funds will be critical. Dr. Routon appreciates the Court's support in the past and thanked them for appointing such great board members. He would like to speak at a future Court about their Supported Employment Program.

7. Highway Patrol – no change

Sgt. Timothy Simmons from the Highway Patrol was present to answer questions from the Commissioners in regard to the two-part time secretaries provided by the County. The position provides a tremendous amount of support and service both to their office and the community. They are requesting that the position be kept and later be made a full-time position. The officer stated the ability to get another secretary would have to be proposed through the chain of command through Austin. Due to the services the highway patrol provides to counties, it has been the common practice that the county provides them with a secretary. Discussion followed on the duties of the secretary and

the data entry of tickets. CIO Caren Skipworth stated they are working on Odyssey integration with DPS so that electronic tickets from DPS feed into Odyssey.

The discussion moved to the 2.5 hour wait that is typical at the DPS office in McKinney. Sgt. Simmons stated it's unacceptable. Funding is needed to get a larger building or more employees. He would like to meet with the Court after the budget process. (Time: 10:54 a.m.)

8. Committee on Aging – Meals on Wheels

Attorney Mark Heidenheimer was present to speak on behalf of homebound seniors, requesting a state required match in order to receive Texans Feeding Texans (TFT) funding. The Collin County Committee on Aging is comprised of two programs: the Meals on Wheels program and CCART. In order to qualify for Meals on Wheels, you must be 60 years old or older and homebound. "Homebound" means you cannot go to the store, you cannot cook your own meals, nor do you have anyone who can provide meals for you. CCART is public transportation for seniors. The Committee on Aging employs 56 people.

The Texans Feeding Texans grant is an \$8.5 million state funded grant that was created five years ago. This program is endorsed by Governor Perry and administered by Office of Agriculture Commissioner Todd Staples. The Texans Feeding Texans grant requires a county match. A private sector match will not count. The county match is 25 cents per senior. With 97,913 seniors in Collin County, that comes out to \$24,478.25 needed from the County. With that, it will provide \$77,266 in funding and will pay for 11,230 meals, or 6% of the meals provided to homebound seniors. Mr. Heidenheimer stated TFT is a core government function that helps keep seniors healthy. Meals are provided 365 days a year. The United Way is no longer funding Meals on Wheels resulting in a shortage of \$68,000. The Texans Feeding Texans grant will replace the money lost from United Way and provide the program with a cushion as the county grows.

Mr. Heidenheimer stated he will need a resolution submitted to Texas Agriculture Commissioner Staples by November 1, 2012, and a match payment of \$24,478.25 made payable to the Collin County Committee on Aging after February 2013. That is when the funding becomes available.

Mr. Heidenheimer answered questions from Court members. Commissioner Williams asked why they did not go through the grant programs through the Health Care Foundation. Mr. Heidenheimer replied they get a 2-1 leverage by using state money and there is a lot more demand than there is money for the Health Care Fund. Following brief discussion, Judge Self noted we have two Meals on Wheels programs, this one and the one through COG (Council of Governments). They are both discretionary at about \$25,000 each. COG is federal funding. Judge Self informed Mr. Heidenheimer that he will have an answer when the final budget is adopted on September 17, 2012. (Time: 10:31 a.m.)

Following the conclusion of the presentations from the Outside Agencies, Judge Self requested a discussion of permanent improvement projects. Ms. Arris listed projects proposed to be done in-house by the Facilities Department and those proposed to be done by Mr. Burke through the permanent improvement fund.

The discussion moved to projects for the animal shelter. Judge Self asked for the current budget of both animal control and the animal shelter. Misty Brown, Development Services, said it is \$500,000 for the animal shelter, \$78,000 for the facility part of the shelter and, although not positive, she believed it was approximately \$374,000 for animal control. Commissioner Williams wants people to remember the County is only picking up 27% of the costs for the animal shelter. The Judge said the County taxpayers are picking up 100% of it. Ms. Arris stated the total FY 2012 budget was approximately \$800,000 for the three pieces under the animal shelter listed above. Judge Self had questions about the \$300,000 for the corral and stable and the ATV to support it. 40% of the budget is being used. He asked if all of the cities had approved that. Bill Bilyeu, County Administrator, said no. If the Court chooses to do it, they will use the current capital payment. Mr. Bilyeu stated capital costs are a perpetual cost. Animals in the livestock pen are unincorporated livestock; very few come from McKinney or Frisco.

A lengthy discussion followed on the housing of overflow animals. Currently they are housed at Myers Park which is inconvenient for Animal Shelter employees who are based on Community Avenue. Currently an employee from the Animal Shelter must travel to Myers Park seven days a week to care for the livestock housed there. There was discussion of moving the livestock area to the middle of the justice center which would be more convenient for staff. Mr. Bilyeu said when the County first got into the animal business, livestock was not a big issue. The shelter is now going to grow in a different direction. Under the Health and Safety laws, their authority is to pick up stray animals due to rabies. Property owners can call the Sheriff's office for estray pick-ups. Estray pick-ups are also due to fear of rabies and for animals that have bitten someone.

Housing animals at Myers Park is not working. When Myers Park has an event, it fills up the facility. People that are bringing show animals to Myers Park for an event will not house their animals in a shelter that housed stray animals due to the risk of disease. Another issue with Myers Park is drainage. There are currently temporary canopies in place and the animals are in structures that are not air conditioned and not heated.

Commissioner Shaheen said he is not inclined to support the \$280,000 for the move of the livestock area. Judge Self wants to see this request redone to a lesser model. Commissioner Williams' issue is getting it moved to a different location due to the drainage issue which adds time to staff to get it cleaned. Judge Self wants the livestock out of the justice center which is located in the center of McKinney. The Judge wants an estimate to move the livestock to Myers Park, house them in existing stalls, and move them to temporary shelters when there's an event. It was suggested to have the animals housed with a farmer rather than building a new government building. Mr. Bilyeu said he could put out an RFP (Request for Price).

Judge Self said the consensus of the Court is to not throw Myers Park out completely but look at a smaller space. Commissioner Williams wants the Court to agree that status quo is not acceptable. Drainage problems cause a lot of extra staff hours. Commissioner Shaheen does not have a desire to have a whole new facility. Commissioner Webb wants to see options. (Time: 11:44 a.m.)

Mr. Bilyeu came forward to address the personnel recommendations for the animal shelter, stating they are consistently understaffed. He presented a slide showing a two-year cycle of the work schedule at the animal shelter. There were only two pay cycles which did not have comp time or overtime earned. Currently the County is spending about \$46,000 per year in overtime and comp time. The recommendation is to add one animal control officer. Mr. Bilyeu showed a graph with the top four employees as far as earning overtime and comp time. These employees can't take time off because they are so busy. They have never been able to catch up since they started losing PTO and earning comp time.

Mr. Bilyeu is also requesting the addition of a vet tech. The vet tech will vaccinate and do wellness checks on animals. There was discussion of a vet tech versus a veterinarian. Commissioner Williams thinks we could have rotating volunteer vets if we have a vet tech there. Commissioner Williams thinks if we can work out a methodology to get the rabies shots, it would solve a lot of problems. Following further discussion, there was general support for the two requested positions.

Judge Self recessed the meeting of the Commissioners' Court Budget Workshop Special Session at 12:01 p.m. The meeting was reconvened at 1:00 p.m.

The Workshop picked up with discussion of permanent improvement projects listed in the proposed budget.

The history museum was listed as being closed but it is not. They have a 99-year lease but the County owns the building and has to maintain it. Ms. Arris stated it was decided previously that the Court would discuss this in the fall at a Commissioners' Court workshop. The Commissioners would then visit the building and decide what to do.

Commissioner Shaheen asked about replacement of worn carpet throughout the building in the Justice Center, Adult Detention. Ms. Arris said it is 17 years old. Commissioner Webb had questions about a request for \$12,000 for safety hooks. Mr. Burke said there are 162 pieces. The buildings are dormitories and residents don't have any place to hang things now. They don't have normal coat hooks because of the risk of injury. The requested hooks will release after a certain amount of pressure. Currently laundry is under the beds. The Sheriff's Department prefers these hooks so they can use the space under the bed for storage. The Judge asked Ms. Arris to add this to the review list. Commissioner Shaheen said he will say no to this one.

The Medical Examiner currently stores evidence in the UDCF Building. Once the County moves out of that building, the Medical Examiner will need a place to store evidence.

Moving to Myers Park, two projects requested are being removed and replaced by a request for a phone line. Ms. Skipworth explained the process to install the phone line in the metal building.

Judge Self moved to master reports, other funds recommended. Several large machines were listed for replacement. The Judge asked Mr. Bilyeu for clarification. Mr. Bilyeu stated the Court adopted a replacement schedule a few years ago. The machines listed are operating. Judge Self asked for a list of all of the major pieces of equipment that need to be replaced and the ages of the equipment. Ms. Arris stated Jon Kleinheksel, Public Works, would be present to answer any questions.

\$13,000 was requested for law library updates. Judge Self asked if these were electronic updates or printed. Ms. Arris stated it is for the increased cost of subscriptions coming into the library.

Commissioner Webb asked about transport of voting equipment supplies. Ms. Arris replied Sharon Rowe, Elections Administrator, would be present to answer any questions. Judge Self asked about EMRS (Electronic Medical Records System) annual maintenance of \$17,000. Ms. Arris replied that is coming out of the health care trust.

\$330,000 was being requested to replace laser fiche with a product called RIO. Ms. Skipworth explained laser fiche was being discontinued and would be phased out over the next couple of years. This amount will include training, installation, additional modules and additional user licenses. This replacement does not have to happen this year. Commissioner Williams asked Ms. Skipworth to prioritize what items in IT needed to be done this year.

Judge Self asked Mr. Bilyeu about the expenses for education and conference travel and subscriptions. Mr. Bilyeu replied as requested by the Court, subscriptions have been pared down as much as possible. Education and conference have never been pared down because they are statutorily required. Elected officials turn in their travel requirements as part of their budget. (Time: 1:38 p.m.)

Moving to items listed under general fund, Mr. Bilyeu said County Clerk Stacey Kemp and District Clerk Andrea Thompson would be present later in the day to address the Court. Commissioner Webb wanted to talk about the Commissioners' Court AV upgrade to the Granicus equipment for \$120,000. He doesn't see the reason to spend that money. Mr. Bilyeu said as the equipment ages out, it has to be replaced. The equipment has been running since the building opened. If we repair and replace, it will be an unscheduled replacement. Additionally, various vendors have proposed cheaper options and time saving methods for the integration system for the County Clerk. Ms.

Skipworth provided input. Commissioner Shaheen wanted to hold off on this item. Ms. Skipworth added the Commissioners' Courtroom was built with digital equipment but analog cabling. IT wanted to correct that issue.

There are smart boards in the courtrooms. The smart boards work but there is just not a real desire to use them. Commissioner Jaynes asked about the \$840,000 to update those. Ms. Skipworth said that was for all the AV equipment. Commissioner Shaheen asked about storage growth for 2013 for \$520,000. Ms. Skipworth went into an explanation of the needs due to infrastructure growth. Commissioner Williams noted one of the costs of going paperless is you have to store data. Commissioner Jaynes questioned a sheriff's uniform for \$1,500. Mr. Bilyeu said that included three or four uniforms and a vest; part of the cost for the vest is paid by a grant. Judicial robes were requested for two new judges at a cost of \$400 each.

Mr. Kleinheksel came forward to address issues presented by the Court. Commissioner Webb asked for clarification on the need to spend \$100,000 on a fuel truck. Mr. Kleinheksel explained the cost is actually \$300,000. Day to day operations require refueling of trucks and equipment. The current truck they have has a 100-gallon fuel tank. The truck requested has a 300-gallon fuel tank. What currently requires returning equipment to the barn or making two to three trips with auxiliary fuel tanks to refuel equipment can now be done with one trip which enables the crews to keep working without interruption.

Judge Self recessed the meeting of the Commissioners' Court Budget Workshop Special Session at 2:06 p.m. The meeting was reconvened at 2:30 p.m.

2:30 P.M.

Judge Self recognized citizens who were present and explained the Budget Workshop process.

c. Constable Discussion

Continuing with Items for Consideration, Ms. Arris stated the constable discussion would be next. The discussion was on any changes. Present for the discussion were: Shane Williams, Constable Elect Precinct 1; Joe Barton, Constable Precinct 2; Chuck Presley, Constable Precinct 3; Sammy Knapp, Constable Elect Precinct 3 and Joe Wright, Constable Elect Precinct 4. Judge Self asked for any questions for the constables. Commissioner Shaheen stated when the analysis by Budget was completed, he sent it to the constables elect to let them know of the net savings of \$25,000 for the process of moving the serving of civil papers under the Sheriff.

Commissioner Williams had questions for Ms. Arris. She didn't think the budget analysis included any cost savings that would result from bundling up what civil process could be done by private process servers and doing an RFP for that. The budget does not

include a reduction in salaries for the constables themselves. Ms. Arris stated what her office did in the analysis was bring down each constable's office to just the constable himself, with the exception of Precinct 3 who has to oversee two JP courts, and left the administrative secretaries. Constable Presley was here to defend his budget, and said until a decision is made, the constables don't know where they're at. As far as consolidation, the Constable feels if it was to take place, the county will lose years of experience and expertise.

Constable Barton spoke about a recent event called Warrant Night. The constables cleared up approximately 100 warrants in that one evening event.

Mr. Wright said the most important thing is fine collection. Currently there are over 31,000 warrants at the Sheriff's office.

County Clerk Stacey Kemp and Paul Raleeh, Justice of the Peace Precinct 1, came forward. Judge Raleeh thinks the constables' offices and justice courts do a great job; however, in Precinct 1 Judge Raleeh has \$4 million in outstanding warrants. The Judge explained the process for serving a warrant. When an individual receives a traffic ticket, they are told they have ten days to handle it. The police departments and Judge Raleeh will typically give them 30 days to handle it. If not paid after 30 days, it's ready for a warrant. The defendant will receive a postcard in the mail saying a warrant is about to be issued for your arrest if this ticket is not paid. The J.P.'s office will then contact the police department who issued the ticket to get a probable cause affidavit. That generally arrives in the J.P.'s office at the 60-day mark. The J.P. clerks can then work the file and issue a paper warrant. The J.P.'s office will go to the constable and ask them to serve the warrant. The constable has 60 days to do so. If the ticket is not paid after that 60-day period, the warrant is returned to the J.P. who, in turn, sends it to the Sheriff's Office. At that time the warrant is put on the regional computer, sent to a third-party collector and Omni to have their driver's license suspended. At this point the ticket is 120 days old.

Judge Raleeh had a proposition for the Court. After attending county court collections meetings he learned that Ms. Kemp's court collections team has a success rate of about 70% of collections for the county courts. He asked Ms. Kemp for her assistance and asked if she would do the same for him. The plan is, once the case becomes active for a warrant, between 10-30 days, the J.P.'s can electronically send it over to Ms. Kemp's court collections team. They can notify defendants that a warrant is about to be issued for them. At the 60-day mark, Ms. Kemp's court collections team can notify the Sheriff's office, third-party collections and have the defendant's driver's license suspended.

Judge Raleeh will not be sending the cases to the constable. That will be 300-400 cases per month not assigned to the Precinct 1 constable. However, the constables' offices can still go into Odyssey and find cases that are active and work them. If they collect the money, they will get credit. Judge Raleeh's office has \$4 million in outstanding warrants; the outstanding balance for the five justice courts is \$18 million.

Judge Raleeh was concerned that due to the lower workload the constables could have employees taken away. Three different systems are in play (JP/Constable, County Court at Law and District Courts) which makes a difference in collection. In response, Mr. Williams said at the County Court at Law level, the defendant has a probation officer there telling him he needs to pay his fine or he will go back to jail. You do not have that at the J.P. level.

Constable Presley requested a program called Copsync in his proposed budget. Warrants can be downloaded and put on Copsync's network statewide. It's a much less expensive system at \$50 a month per user. Judge Raleeh stated if the County could collect 25% of the \$18 million in outstanding fees and fines that would be approximately \$5-\$6 million. Lengthy discussion followed. Ms. Kemp complimented the constables' offices for doing a good job. In 2007 when she took over the court collections department, their collection rate was 46%; now it is 64%. Her court collections clerks collect over \$1 million apiece. At 25% of the outstanding balance in Judge Raleeh's office alone, they could generate approximately \$1.1 million. Ms. Kemp requested a year to test this pilot program. After that time she will come back to the Court with a plan. Judge Self felt an integrated approach will work.

Commissioner Webb wanted to talk about the addition of one employee. It's his understanding that the County employs one person in Judge Payton's office for collections who has been unsuccessful. The Commissioner was considering terminating that position or moving it to Ms. Kemp's department. Judge Raleeh requested that the Court hire one court collections clerk and have one position in contingency.

Constable Presley was concerned that the county would lose personal service with businesses. Discussion continued at length on the possibility of one warrant being pursued by more than one office. Commissioner Shaheen wanted a list of items that would be handled by the County Clerk.

Constable Barton agreed that the system is broken. He felt businesses will lose money because the constables try to get restitution for bad checks. They could be wasting time chasing a person if the clerk has been working with them too.

Ms. Kemp listed counties across the state in which the County Clerk's office collected fines and fees for the J.P. courts. She said businesses will get personal service. Her staff will go after whatever Judge Raleeh recommends. If he wants restitution, they will get restitution. Her office does extensive, detailed notes in the Odyssey system. The constables will be able to see if her office is working on a warrant.

Commissioner Webb suggested moving the court collections position from Judge Payton's office to Ms. Kemp's area and he wanted an agreement on who was going after what fees. Judge Self said let's ask Judge Payton to come tomorrow for that short discussion. Judge Self thanked everyone for their input. (Time: 3:19 p.m.)

d. Elected Officials / Department Heads who wish to address court

Judge John Roach, 296th District Court, addressed the Court due to being remiss to add a line item in the overall court's budget to include monies for the first year's county match for the mental health grant discussed in a previous court. The amount needed was \$62,694. This item is on Monday's agenda. (Time: 3:21 p.m.)

Constable Barton asked if the Constables' offices would be in existence tomorrow. Judge Self said the Court will vote tomorrow but wanted it made clear that the constables' offices will be in existence tomorrow. Constable Presley said like every other group, the constables would like to have a functional analyst for Odyssey. They've made that request in their budget. His recommendation is that that position be housed in Precinct 1.

Commissioner Shaheen thinks we need to get to a point where we share functional analysts. It was never the point for each and every department to have their own. Commissioner Williams said per Judge Raleeh, his functional analyst is swamped. Commissioner Shaheen said the District Attorney has one functional analyst for almost 100 employees. Ms. Skipworth listed the duties of a functional analyst. She did not think one functional analyst could handle the J.P. courts and constables due to handling different business processes. Discussion followed. Commissioner Shaheen asked Ms. Skipworth to look at the functional analysts and come back with some recommendations. (Time: 3:29 p.m.)

Judge Roach returned to discuss upgrades to technology, projectors, screens and document cams. Again, the courtrooms are switching from analog to digital. Judge Roach said they're having problems with the functionality of the system. Attorneys are bringing their own equipment because the equipment in the courtrooms is not functional enough with today's technology. They looked into the possibility of purchasing an inexpensive 84-inch projection TV. Commissioner Shaheen preferred replacing equipment as needed. Ms. Skipworth stated it cannot be replaced a piece at a time. In conclusion, Judge Roach stated the new County Court at Law courtrooms will have higher technology than the District Courts. (Time: 3:35 p.m.)

Constable Presley is requesting \$1,000 be added to the constables' training budget. The constables lost LEOSE (Law Enforcement Officer Standards and Education) training funds which paid for 90% of their training costs. They have state-required training annually and bi-annually. The constable also put in a request for a cop view camera which is a little video camera that officers can attach to their uniforms as opposed to a dash camera. This would be a viable tool when approaching a house to serve papers.

Joe Wright, Candidate for Constable Precinct 4, asked if the analysis is continuing. Judge Self said they will vote on that tomorrow. He wasn't sure if there was time to get that analysis. Constable Presley stated he represented an office of ten deputies and two clerks who are loyal, dedicated county employees and they serve the citizens and they serve the Court and they deserve the Court's support. Judge Raleeh wanted to make it clear the proposed collection program has nothing to do with any other justice court but his. Deputy Constable Williams added you will have three new constables taking office who are mandated to go to New Constables School. (Time: 3:43 p.m.)

Judge Self recessed the meeting of the Commissioners' Court Budget Workshop Special Session at 3:43 p.m. The meeting was reconvened at 3:48 p.m.

Sheriff Terry Box was the next elected official to address the Court. Addressing the last discussion regarding warrants, the Sheriff noted that his office puts warrants on the computer regardless of whether it is before or after the J.P. is finished with them.

Sheriff Box was asking for the Court's reconsideration for two criminal justice information specialists. Those are their records clerks. The positions were not recommended in the proposed budget. In the past 16 years five new district courts and three new county courts have been added to the county's system. During that time only one additional information clerk has been added to the Sheriff's office staff. There has been a 50% increase in warrants issued since 2001-2011. There has been an 84% increase in processing and maintaining jail records. They work 24 hours a day, seven days a week. Judge Self asked how the technology changes since then have impacted productivity. Sheriff Box stated they get calls 24 hours a day and they have to be able to access files to verify warrants. Commissioner Webb asked for an analysis with respect to the Sheriff's requested positions.

Sheriff Box said his understanding during last year's budget workshop was the need to add 15 new patrol officers to his staff at a rate of three per year. Compared to other cities and counties their size, the general rule is one officer on the streets per 1,300-1,500 population they serve. They are at 2,000 citizens per deputy. For safety and to cut down on overtime and comp time, if they added three officers this year, it would bring the number down to 1,800 citizens to serve per deputy which is still way ahead of the ratio of officers per citizens. Last year calls increased by 4%. Collin County serves the fifth largest population in Texas. The current budget recommended an environmental deputy and a vehicle and a functional analyst. Sheriff Box said those positions are lower on his priorities than three officers. The one vehicle recommended will serve all three officers. Sheriff Box answered questions from the Court.

Johnny Lewis, Justice of the Peace Precinct 3-1, came forward to discuss a budget item rejected by Commissioners' Court. The Judge was requesting an extension to his staff to better serve the citizens. Precinct 3-1 currently has four clerks and a court administrator. Through a program called Experienced Works Participants, which is a federally funded grant administered through the Texas Workforce Commission, the

County has received \$48,100 worth of free labor since 2008. This is a program to retrain citizens ages 55 years and older and get them back into the work force. In 2005 when Judge Lewis took over the court, they did approximately 3,000 cases and collections were \$277,000. In FY 2011 cases were 11,150 and collections were \$1.1 million. Each of his clerks handled over 2,700 cases per year, greater than any other justice court in Collin County. Judge Lewis said his office is short one employee and they have a tremendous back log of criminal warrants not being worked. By the end of this year Judge Lewis estimated their collections would be \$1.2 million. Discussion followed.

District Clerk Andrea Thompson came forward to address requested positions. The first position requested is an additional passport clerk for the Plano office. For FY 2012 the number of applications processed increased by 6,312 which was a 38% increase over FY 2011. By statute the only places where passports can be issued are the post office and district clerk's office. Previously there were 12 post offices in Collin County issuing passports; today there are three. Revenues are projected to increase by \$154,000 over FY 2011. Employees have lost 49.6 PTO hours and as of August 6, 2012, there has been 495 comp hours accrued. Staff coverage plus comp time equals 54% of a full-time employee. Employees in the Plano office often work until 6:00 or 7:00 p.m. to complete processing of the paperwork. Commissioner Webb asked about closing the office more. Currently the doors close at 4:00 and anyone inside is waited on. Commissioner Webb asked why not close the doors at lunchtime and then at 3:00 p.m.? Commissioner Shaheen said an additional person will not bring in additional revenue. Commissioner Williams thought an additional clerk should generate more revenue. Ms. Thompson said they can only process so many applications per person per day. People are turned away at the end of the day. We're paying for it in overtime. Lengthy discussion followed. Commissioner Webb wanted an analysis of how much revenue a fourth person would generate and the comp time savings. Judge Self did not feel there was a lot of money in comp time.

Moving to her request for an evidence clerk, Ms. Thompson stated an evidence clerk is required to track appeals for transmission of evidence and to determine an appropriate destruction schedule. This is a statutory requirement that has never been met by the District Clerk's office. Currently there is not a uniform system to inventory, track, preserve, maintain and dispose of evidence. Ms. Thompson presented the current workflow for evidence and the recommended workflow for evidence. Ms. Skipworth added a computer would be needed for this position with access to the Odyssey system. Ms. Thompson presented an evidence acceptance procedure. Judge Self thanked Ms. Thompson for her presentation.

Judge Raleeh returned to the podium to request a cell phone for the justice courts functional analyst which was not requested in his budget. There is money in the technology fund to pay for that. Commissioner Shaheen asked if this would be an exception to policy. Ms. Skipworth stated none of the functional analysts have a county

cell phone. Judge Raleeh noted the other functional analysts don't travel to satellite offices.

Constable Presley came forward representing the Courthouse Security Committee for the 900-920 buildings in Plano. The request is to have security cameras installed on the perimeter of the buildings and inside the courtrooms. Additionally, the department heads agree that on-site security is needed. Constable Presley stated according to Kelley Stone, Director of Homeland Security, once the UDCF building closes, they may be able to reassign a security officer to the 900-920 buildings. Constable Presley is requesting an armed security guard due to the 2,100 probationers that come to the office monthly. 800 of those are considered high risk. Bob Hughes, CSCD Director, said he would fund 30% of the project which would make up the cost differential between an unarmed and armed security guard. Commissioner Shaheen asked about armed constables at the building. Constable Presley said they are not always there. Mr. Bilyeu said they will address the number of security guards moving to the Bloomdale Courthouse once the move is complete.

Sharon Rowe, Elections Administrator, came forward to answer questions about additional funds requested for election judges and clerks. Commissioner Webb asked about the line increase to request an additional \$344,000 for election judges. His question was is there another option? Ms. Rowe said when the budget was submitted, they didn't have a large number of vote centers available that could accommodate 20 machines at the location. When you put 20 machines at a location, you now must staff 15 workers. They were looking at an average of 6-8 workers; that increased the budget due to the number of locations that needed 15 workers.

There are 66 hours of overtime during early voting. Ms. Rowe needs to budget for those workers that go into overtime hours. Commissioner Williams asked if any of this is reimbursable by the jurisdiction. The answer is yes. Right now there are 12 jurisdictions that are looking at holding elections with them in November. They represent 100,000 registered voters. Early voting cost items are shared 50-50 with the county. There are centralized costs and those charges are pro-rated based on the number of registered voters. Ms. Rowe is anticipating 25% reimbursement.

The consequence is longer lines. Mr. Bilyeu stated the problem with longer lines is they can be deemed to be not successful for vote centers for future elections. Judge Self thought the reason for vote centers was more flexibility and to decrease costs. Why is it working out this way? Ms. Rowe stated she never saw a decrease in cost with vote centers. In preparation for this election, over \$400,000 has already been spent.

Judge Self doesn't understand the manpower. There are fewer places but a lot more labor costs. Mr. Bilyeu said these costs are related to the presidential election. You'll see a larger number of voters. That number will go back down when you have a gubernatorial or constitutional election. Vote centers are for efficiency of voters, not for cost savings. Commissioner Williams doesn't think the Court can ask Ms. Rowe to have

shorter lines and reduce the pinch points and spend less money. Commissioner Webb is not asking to resolve those. The message is: we're willing to wait if we can save money. Discussion continued. Commissioner Williams said she is not prepared to take the risk that we will not be allowed to do vote centers in the future because of complaints with lines. (Time: 5:02 p.m.)

Judge Self asked if there were any other action items. Hearing none, there was discussion of tomorrow's agenda.

At 5:07 p.m. Judge Self recessed the meeting of the Commissioners' Court Budget Workshop Special Session until 9:30 a.m. on Friday, August 10, 2012.

FRIDAY, AUGUST 10, 2012
9:30 A.M.

Judge Self reconvened the meeting of the Commissioners' Court Budget Workshop Special Session at 9:30 a.m. on Friday, August 10, 2012.

Ms. Thompson stated that she would like to add additional comments to yesterday's discussion regarding the amount of comp time in the District Clerk's passport office. A suggestion was made to reduce comp time by cutting the hours in that office. Ms. Thompson told the Court she calculated what she believed to be the revenue pulled in per hour by her employees. Her calculations came up to \$91.26 per hour per employee. When this amount is extrapolated over the course of a year, this would amount to a loss of revenue of \$78,000. She continued by stating that if her office were to close even an hour earlier they would be losing the revenue that would have come in during that hour. She continued that the anticipated loss of closing an hour earlier would be about 50% of the increase in revenue that her office has seen with the 40% increase of passport applications. She is also concerned that the effect of cutting hours would increase the wait time for her customers. Furthermore, she stated this might hurt her chances of increased staffing in the future if she has a loss of revenue due to cutting comp hours in her office by closing early.

Commissioner Shaheen commented that the months of February, March, and April seem to be the passport office's busiest time of the year with March being the peak time with 2,400 applications. However, October and November seem to be the slowest time of the year in regards to the number of applications filed. Because of this fluctuation, customers could manage their time according to the peaks in an effort to avoid waiting in line. Ms. Thompson stated that her customers are not aware of the peak times of her office and this is not something that she could make available to them. Commissioner Shaheen stated that the county typically does not staff for peaks as the budget would not allow for it. (Time: 9:35 a.m.)

e. Compensation / Benefits – Discussion and any action

Ms. Arris stated that the Court would pick up where they left off yesterday with the Court making any revisions on the add/delete list and would finish with a final review of the add/delete list. Judge Self stated that he wanted to start off with the constable discussion and asked Judge Raleeh to go over the legality of the recommendation. Judge Raleeh wanted to clarify the relationship between the County Clerk, Stacey Kemp, and the Justice Courts in regards to the collections process. The County Clerk would be working the cases of those individuals who still owe money by sending letters and making phone calls; however, the collections and all of the payments would be done through the courts, not the County Clerk's office. The County Clerk is strictly policing the files and sending the individuals to the court.

Judge Raleeh also commented on the discussion from yesterday about Judge Payton having a collections clerk.

He stated that Judge Payton does not have a collections clerk. What Judge Payton did was rename the clerk only because the change in the OCA (Office of Court Administration) laws increased the amount of work needed to be done and so Judge Payton asked for another clerk to be able to handle the increase.

Furthermore, Judge Raleeh wanted to make it clear to the Court that this program does not affect any other court except for the Justice of the Peace Court Precinct 1, including Constable Precinct 1, and Ms. Kemp. If a position is taken from Judge Payton, he would be down a position and he would not benefit from the program. This is a pilot program that only JP1 is doing, and if successful then it would be extended to the other courts. Commissioner Williams asked Judge Raleeh if he had sole authority to determine where those warrants are placed, either with the constable's office or the sheriff's office. Judge Raleeh clarified that his office will issue the warrants for the sheriff's office and the constable's office to carry out, and his third party collection company, along with Ms. Kemp, will send out letters to get people to come in and pay their fines. From his discussion with Ms. Kemp and her collections team, they will need an additional person to carry out the tasks. Judge Raleeh is not looking to take anything away from the constables' or sheriff's offices; he is strictly looking for additional help in sending out collection letters.

In continuing with the constable discussion, Commissioner Williams said that she believes there is long term value in having the Sherriff's office handle the civil process. Commissioner Jaynes stated that he would like to see the constables' offices stay intact. If they can play a role in issuing more warrants, then he would like to see this happen. Commissioner Webb said he does not see enough evidence to increase staffing.

Ms. Kemp wanted to let the Court know that this project is a collaborative effort and the constables are a large part of it. She continued that none of the departments should have to worry about getting credit because if all of the departments are collecting revenue, then everybody gets credit. Once the word gets out that collections are being actively pursued by all departments, then Ms. Kemp believes that people will start to come in to pay their fines.

Judge Self asked if there was a motion on the constable consolidation issue. Hearing no motion, Judge Self began a related discussion on the County Clerk's request for a collections clerk. Commissioner Webb said he would only be supportive of this if the collections clerk position that was given to JP3-2 was transferred over. Commissioner Jaynes agreed. Commissioner Webb made a motion to terminate the position of Legal Clerk I who was assisting with collections for JP3-2 and transfer this position to the County Clerk. (Time: 9:46 a.m.)

Motion by: Commissioner Duncan Webb
Second by: Commissioner Matt Shaheen
Vote: 5 – 0 Passed

Ms. Arris presented a brief overview of the items up for Court consideration. These included the compensation and benefits discussion, the Uniform Pay Policy, Elected Officials Salaries, and Pay for Performance, of which a 3% increase across the board was included in the recommended budget. Also included in the recommended budget is TCDRS' annual payment, which includes an increase from 7.7% up to 8.5% of salaries or the option for the County to pay a lump sum of \$2 million, and Employee Medical, which included in the recommended budget an increase from \$765 per month per full-time employee to \$800 per month. (Time: 9:48 a.m.)

1. AI-35339 2012 Final Compensation presentation, Human Resources.

Cynthia Jacobson, Human Resources, began her presentation by briefly talking about Pay for Performance (PFP), which is based on court discretion. The current recommended budget has 3% budgeted for Pay for Performance. Ms. Jacobson continued that while the budgeted PFP amount is 3% there is a range in which the amount could be 1.5 times higher or lower than the budgeted amount of 3%. That is, the highest performers could receive a 5% increase and the lowest performers could receive no increase. However, Ms. Jacobson made clear that the average performer typically receives a 2.5% increase. She further stated that PFP increase allocations can be set by pay scale, however, PFP increases cannot be set by individual position. A graph was shown which listed Collin County's pay increases over the last four years as compared to the Consumer Price Index (CPI) of different regions. Judge Self wanted to point out that despite Collin County having three different pay scales, Exempt/Non-Exempt, Legal, and Law Enforcement, all Collin County employees have received higher average pay increases as compared to the CPI in any region over the past four years.

Judge Self asked for discussion on the deputy constable position which is a salary range that is over the 10% differential. This issue is only concerned with the pay range of deputy constables and would not dock the salary of current employees. The range is currently at a minimum of \$49,739 and a maximum of \$66,638. Ms. Jacobson stated that typically increases and decreases go by 7% increments. The maximum range would decrease by 7% and the minimum range would decrease by 7%. Employees in their current positions would not be affected by the change and would stay at their current salary even if they are over the range. When a reclassification is done employees are not knocked down in salary unless directed by the Court. The employees currently over the 10% range would be considered outliers and would not be eligible for PFP increases until the range caught up with their salary.

Judge Self asked for discussion on the deputy constable pay range. Commissioner Webb and Commissioner Williams stated they were fine with the recommendation to adjust the pay range for deputy constables to fit into the 10%. Commissioner Jaynes stated that he believed the deputy constables should be equal to the deputy sheriffs and was against reducing the deputy constables' pay range.

With no further discussion a motion was made to approve adjusting the pay range for the deputy constable position. (Time: 11:38 a.m.)

Motion by: Commissioner Duncan Webb
Second by: Commissioner Matt Shaheen
Vote: 4 – 1 Passed
Nay: Commissioner Joe Jaynes

2. AI-35342 2012 Benefits presentation, Human Resources.

Ms. Jacobson gave her benefits presentation to explain where the County currently stands as of 2012. The County's claims costs are \$16 million and employees pay roughly 16% of this on average. Employees who carry their spouse or their children pay a bit more than the average. Ms. Jacobson stated that employees are actually paying a little bit more this year because of the surcharges associated with not taking part in the Wellness Program. The county pays roughly 84% of the total claims cost.

The presentation continued with Ms. Jacobson discussing the fund balance. This has been an issue in prior years, resulting in large transfers being made into the fund balance. This is because the fund balance is budgeted at less than what the County's claims run. Ms. Jacobson stated that the County's claims should be roughly 6% lower than prior years unless a large claim is submitted. The County's fund balance has enough for approximately three months of claims; however, this is the bare minimum for what the fund balance should contain.

The cost per employee premium was compared to other entities. Collin County is the highest. Ms. Jacobson stated that the plan for decreasing our costs each year have been achieved primarily through the wellness initiatives. The county is trending down by 6% which can be attributed to encouraging employees to use resources inside of the county's network. This has helped with the county's stop/loss cost and has had a positive impact on county funds. For example, in 2011 there was a 24% decline in the average amount paid per in-patient hospital stay. While there was an increase in the number of admissions by 25%, the decline in the average length of stay as well as better utilization of in-network facilities led to a decrease in the average paid per admission.

Ms. Jacobson continued her presentation by giving some general information on claims. 99.7% of members utilize their insurance benefits and the total insured participation for 2011 averaged 3,171 members. For every insured employee the county also covers an average of 1.21 dependents. Recently the coverage has changed to include adults up to 26 years of age, which makes for more adults being covered on the plan. Adults tend to be more expensive to insure than children. The county's high cost claims are over \$50,000 and roughly 36% of our net paid per member cost was due to high cost claimants. There were 43 claims over \$50,000 in 2011 and 23 claims were between \$50,000 and \$100,000. 20 claims were over \$100,000.

The number of high cost claims decreased by 9% last year, however, Collin County's high cost claims are 58% higher than comparable public sector entities and 67% higher than the average of United Healthcare's book of businesses.

Judge Self asked Ms. Jacobson why our claims tend to be higher than comparable entities. She replied that it could be due in part to the fact that individual departments are in charge of hiring their own employees, and the employees hired usually fall on either end of the spectrum. There are some mature people that are running up claims and then there are some younger people who might have a preemie baby who might run up claims. Commissioner Self asked whether or not the Wellness Program that was implemented a couple years ago was having any impact on the issue. Ms. Jacobson stated that we are trending down with the help of the Wellness Program and everything we have done has kept the county from being significantly higher in the number of claims. We're making a difference; however, there are some people with significant medical conditions.

Trend rates for the top diagnosis categories in terms of claims were presented. Our top diagnosis category for claims is musculoskeletal; however, there is marked improvement in this category in terms of the county's cost which has decreased 23%. While we are still 18% higher than our peer groups we are down 39% from last year. Circulatory system claims have decreased by 5% and the county is now almost level with the number of claims as compared to our peer groups. However, 58.3% of circulatory claims are high cost claims. Ms. Jacobson continued with the fact that hardening of the arteries claims are 68% higher than our peers, and that a lot of these are due to lifestyle choices. Injury and poisoning claims increased by 20%, and 38% of

these are high cost claims. 64% of cancer claims are high cost claims and the county's costs increased by 38%. 34% of respiratory claims are high cost claims and the county's costs have decreased by 24%. Lastly, digestive system claims have decreased by 11% in terms of the county's cost, however, our costs are still 26% higher than our peers.

Pharmacy costs account for \$3 million and Collin County is 40% higher than our peer groups. The county pays roughly \$2.5 million of this amount and employees pay about 22%. This cost keeps going up and can be attributed to doctors prescribing top brands of medication. The top 15 brands being prescribed account for 35% of pharmacy costs. Specialty medications, for those who are very ill, account for 12% of the costs.

Our members utilized the emergency room 753 times last year. United Healthcare, after reviewing these cases, stated that 178 of these visits, or 24%, could have been treated at an urgent care facility for less. The total costs of all emergency room visits were \$801,312. The county paid \$119,450 in expenses that could have been handled through less expensive acute care facilities. Collin County is 42% higher in emergency room visits as compared to their peer groups. Commissioner Williams asked if there was a different co-pay for emergency room visits, to which Ms. Jacobson stated that there is a recommendation for a change on this issue.

Sprains/strains, superficial injuries, and contusions accounted for the majority of claims that were treated at an emergency room but could have been treated at an urgent care facility.

In summary, high cost claims continue to be a cost driver; however, our high cost claims have decreased by 6%. Behavioral health is not often talked about but when claims were categorized in terms of people who have high claims and then those who have moderate to low claims, low and moderate members are showing to use a lot of behavioral health services. Behavioral health claims are 24% higher than our peer group and the cost is roughly \$1 million. The average claim costs for members with a diagnosis of depression are 2.2 times higher than those without depression. 1,223 of our members have a diagnosis of depression and 84% of those with depression that are taking prescription medication are not seeking help from a therapist. Cancer costs have increased 65% over the last year, but this is not something we can typically deviate away from other than asking members to get screened. 53.3% of our subscribers have a chronic medical condition and account for 74.4% of our total medical spending.

One of the county's major costs drivers is diabetes. 9% of our insured population are diabetic and the average claims costs for diabetics is \$7,359 more per year than for non-diabetics. 21% of our current insurance spent is directly related to diabetes. There was a 17% increase in costs; however, this increase is positive because it shows that members are becoming more compliant in terms of getting the treatment they need and taking their medications where many were not before. The county has also implemented a no cost program for certain diabetic supplies and medication for diabetic employees who are receiving treatment. This will prevent the bigger issue of high cost claims for

diabetes left untreated. Currently, 79% of our diabetic employees use the prescription benefit, and this is an increase of 20% from prior years. Doctors have reported improvements in glucose monitoring and LDL checks. The diabetes program was recently implemented and there are already positive results showing the program is working.

Ms. Jacobson then moved into how Collin County's Medical Plan Benefits compares to other entities in terms of costs. The majority of employees are on the plan which includes a \$250 deductible. Collin County is a little bit lower than the average. In terms of out-of-pocket expenses, Collin County is at \$2,000 as are a majority of the other entities. Collin County has the lowest physician co-pay at \$15. The low cost is done intentionally to encourage employees to use their primary care physicians. There is a significant cost differential between the co-pay at a primary care physician and the co-pay at a specialist, which is \$40. Collin County is on the higher end of the spectrum in terms of specialist co-pay when compared to other entities. Again, Ms. Jacobson stated that the high cost for specialty physicians is intentional to ensure that employees use their primary care physician if their needs do not require a specialty physician. Collin County pays less of a percentage (75%) when compared to other entities in terms of co-insurance. Overall, Collin County's Medical Plan Benefits are in line with the majority of entities used in the comparison.

In terms of dental plan deductibles, Collin County has a \$50 deductible and falls in line with the average of comparable entities. The dental plan maximums in Collin County are \$1,000 which is lower than the averages for the majority of the other entities. In 2011, there were only 36 people, or 2%, who reached the maximum.

A large number of Collin County employees have salaries under \$50,000. Ms. Jacobson stated that this figure is important as it helps to understand why the rates are set where they are. The Premium Medical Plan for employee only coverage is \$50, which is on the low end in terms of the average for the other entities. Employee and spouse coverage is \$250 which is still a little lower than the average. Employee and child coverage is \$205 which again is a little lower than the average of the comparable entities. In terms of family coverage, Collin County is one of the lowest in terms of cost when compared to other entities. Overall, employee only, employee/spouse, and employee child premiums are lower than the average. Employee/family premiums are in the lowest quartile. Collin County premiums are lower than the private sector and are almost 24% lower than the average of all entities surveyed. In terms of the dental plan, employee only coverage cost \$2 a month. The employee/spouse, employee and children, and family dental plans cost \$24 a month. Collin County's dental plan is in the lowest quartile for premium payment when compared to other entities.

The presentation continued with Ms. Jacobson briefly touching on some of the special programs implemented by Collin County as a means of encouraging wellness. Collin County recently implemented the Pre-Diabetic program, which includes a 16 week program provided by the YMCA aimed at reducing the conversion to full blown diabetes.

Also implemented was the Diabetic Program in which the goal is to reduce serious health complications through medication management and ongoing monitoring of biometric measurements. Collin County recently partnered with United Healthcare to provide an on-site, registered nurse to work with those that have chronic conditions as a means of improving compliance with treatment. The nurse's goal is to reduce the county's high risk claimants from 10.2% to 9.2% within the next year. Ms. Jacobson stated that if the nurse reaches this goal within the next year she would have paid for herself.

The county also offers a Wellness Discount Program that requires employees to complete an annual physical, including well man/well woman exams, complete a health risk assessment, and complete a cholesterol test. If an employee participates in the program they receive a \$25 monthly reduction in their insurance premiums as well as a \$200 lump sum payment for completing the requirements. If an employee and their spouse do not participate, the insurance premiums are increased by \$25 a month. Exams may be done at the employee's physician of choice or at the Collin County Employee Clinic. In 2011, the Collin County Employee Clinic performed 236 wellness exams. Overall, in 2011, 1,095 employees and 393 spouses participated in the discount program. However, even with the incentives offered, 289 employees and 545 spouses did not participate.

Discussion items included changing the prescription plan to a percentage of cost, implementing specialty prescription medication oversight, modifying hospital stay co-pay and emergency room co-pay, smoking surcharge, weight surcharge, payment of dental cleanings at 100%, and eliminating the travel and lodging benefits for congenital services.

As discussed earlier, employees only pay 22% of their prescriptions. The amount paid is based on a fixed amount. That is, an employee may pay \$10-\$50 for a prescription regardless of whether the prescription is relatively cheap or a \$50,000 prescription. Ms. Jacobson stated that she would be asking the Court if there was any interest in doing prescription pay as a percentage. Continuing, Ms. Jacobson recommended implementing a program for specialty prescription oversight because the county pays for prescriptions without knowing how much the prescription actually is. With prescription oversight, United Healthcare would offer a free review program to see if high priced prescriptions are reasonable as well as review the number of high priced prescriptions filled by any employee. For example, one employee filled a high priced prescription 13 times in one year when it should have only been filled 12 times.

A recommendation was also made to modify the hospital and emergency room co-pay. Right now, hospitalization is paid at 100%. If an individual goes in to the hospital through the emergency room, the emergency room visit gets lumped with the hospital room visit. That is, if an individual can go to the emergency room and get the hospital to admit them, even for one day, the emergency room visit is covered at 100%.

Also up for discussion was the issue of implementing a smoking surcharge. Ms. Jacobson stated that four or five years ago the Court implemented a smoking surcharge. However, there was such an outcry from employees that by the time the next Commissioners' Court took place the surcharge was eliminated. Judge Self noted that a problem with the surcharge would be the fact that many employees would not identify themselves as a smoker. Ms. Jacobson stated that this has been a problem that Dallas County has faced after implementing their smoking surcharge.

Judge Self recessed the meeting of the Commissioners' Court Budget Workshop Special Session at 10:34 a.m. The meeting was reconvened at 10:42 a.m.

Ms. Jacobson continued with her discussion on the smoking surcharge. She stated that when the County originally implemented the smoking surcharge, employees were asking why a surcharge wasn't placed on employees who were overweight. The weight surcharge is up for discussion even though there are many issues that may come about with implementing such a surcharge. For example, new legislation has been passed regarding weight issues as a factor of genetics as well as HIPPA issues when dealing with weight issues. From a liability standpoint, implementing a weight surcharge would be difficult. Ms. Jacobson stated that there is a recommendation for dental cleanings to be paid at 100% as well as eliminating travel and lodging benefits since there are local United Healthcare Centers of Excellence here in the Dallas/Fort Worth area.

Discussion of the recommended emergency room changes began with Ms. Jacobson stating that Collin County's emergency room usage was 41% higher than United Healthcare's book of business. Currently, employees are subject to a 25% co-insurance cost if they are not admitted into the hospital. If an employee is admitted to the hospital, the employee is only responsible for the \$100 a day hospital stay. Ms. Jacobson stated the recommended change is to apply the 25% co-insurance cost to the emergency room visit, even if the individual is admitted into the hospital. Right now, if an individual goes to the emergency room and is admitted to the hospital, the emergency room visit is paid by the county at 100%. If an individual is not admitted, they pay their 25% co-pay. This has led people to go to the emergency room and try to get admitted to the hospital to avoid paying their co-pay. The recommendation would equalize the co-pay to 25% for everybody regardless of whether or not the individual was admitted into the hospital. The behavior that is trying to be changed through this recommendation is unnecessary trips to the emergency room when an individual could have received treatment from an urgent care facility.

Commissioner Williams proposed implementing high co-pay for emergency room visits that do not end in hospitalizations. While individuals may still try and get admitted into the hospital, the high co-pay might thwart individuals from trying to go to the emergency room for marginal injuries at the risk of not being hospitalized. Commissioner Jaynes asked about those individuals who have a legitimate reason to go to the emergency room and not get hospitalized, i.e., stitches or a broken bone. Commissioner Williams agreed that there are legitimate reasons for going to the emergency room but that not

all factors can be accounted for. Commissioner Webb stated that the co-pay shouldn't be so high that those with a legitimate reason for going to the emergency room wouldn't go. Judge Self asked Ms. Jacobson how much employee health care costs the county every year. Ms. Jacobson replied that there are roughly \$16 million just in claims. Judge Self said that the Court was talking about \$120,000 out of a \$16 million program. He further commented that Ms. Jacobson knows the concerns of the Court and wants to know how the concerns could be addressed. Ms. Jacobson stated she would run some numbers and come back to the Court with an emergency room co-pay amount. The Court agreed to stay at 100% for in-patient hospitalization.

Ms. Jacobson went back to the prescription program discussion in terms of paying a percentage of the cost. If an individual is using lower cost drugs, they will pay less. If an individual is using higher cost drugs, they will pay more. Maximums have been put in place so that no one is paying too much. The potential savings of moving to a percentage based prescription pay is about 5%, or \$162,365. The recommendation would have individuals pay a percentage of their prescriptions much like they pay a percentage of their medical. Commissioner Williams stated that she was not sure if switching to a percentage would be for the best and that there may be some unintended consequences. Candy Blair, Healthcare Administrator, approached the podium and stated that the additional expense for employees might be a deterrent on getting their medications. Many of the medications are lifesaving and keep them out of the hospital. If individuals were forced to pay more for their prescriptions many would stop taking their medication and the county would see even more claims.

Commissioner Shaheen asked what the pharmacy costs were for the county. Ms. Jacobson replied that the county pays roughly \$2 million. Judge Self stated that the Healthcare Review Board should help with the issue of high prescription medication and asked to lump the issue of changing the prescription plan to a percentage of cost with the Prescription Medication Oversight Review Board and see how the Medication Oversight Board affects the high cost of prescriptions.

The discussion then moved to the smoking and weight surcharge. Commissioner Jaynes asked what the typical surcharge was in comparable entities. Ms. Jacobson stated that the surcharge rates are varied. She continued that when the Court implemented the smoking surcharge a few years ago, they made the surcharge \$40. This was deemed as too high by employees, although Ms. Jacobson noted that the original request for a \$10 surcharge would have no impact on deterring employees. Judge Self posed a potential scenario where every employee in the county is assumed to be a smoker. The employees could then voluntarily take a test to prove they were not a smoker which would solve the issue of the county not being able to force employees to take a test. Current employees cannot be forced to take a drug test; however, new employees could be tested. Commissioner Williams stated that this could be a part of their wellness requirements and asked Ms. Jacobson if she could report back to the Court on how the State of Texas handles their smoking surcharge and the sanctions imposed on employees who are found to have been untruthful about being a smoker.

Ms. Jacobson stated that smoking is not considered a medically protected area and a smoking surcharge can be implemented with no legal liability. However, the issue of implementing a weight surcharge does carry a legal liability and would make implementing a surcharge more problematic. Ms. Jacobson stated that she might be able to create something where a doctor could sign off on a patient to state that the individual is at a medically appropriate weight. However, this would be covered under genetic testing and HIPPA and could be difficult to achieve. Ms. Blair approached the podium and stated that many companies give a credit, or a discount, instead of a surcharge, for those who have an appropriate weight as an incentive for those to stay in their BMI range.

Mr. Bilyeu then gave a brief summary of the surcharge plan implemented by the State of Texas. The surcharge is \$30 for every person covered who is a smoker. It is also self-reporting, and anyone who sees someone using a tobacco product more than five times in three consecutive months is to report it to the HR department. If an individual is found to be a smoker, then that person has to pay the surcharge amount currently in place starting from the beginning of their employment. Judge Self commented that this is unacceptable and would turn employees against each other. Commissioner Williams agreed. Ms. Jacobson said that smoking and weight surcharges are not common enough in the public sector for a solution to have been found. Commissioner Webb stated that he is for putting an affidavit in place for employees to sign stating that they are or are not a smoker, so that if a law begins to develop about smoking surcharges, the county will already have something in place. The Court agreed to do nothing about implementing a weight surcharge.

The discussion then moved to dental cleanings in which the recommendation was to pay 100% of dental cleanings to equalize both the cleanings and the dental physicals. The Court agreed.

Judge Self then moved the discussion to the percentage of employee contribution for coverage. Judge Self said he wanted to do away with the marriage penalty. Employee only coverage is currently set to where the employee pays 4%. Employee/spouse coverage is set to where the employee pays 16%. The commissioners agreed on raising the employee only coverage. This would result in employees under the employee only coverage paying \$90-\$95 a month instead of the \$50 a month that is currently in place. (Time: 11:21 a.m.)

3. AI-35568 Approve Uniform Pay Policy

Judge Self read the Uniform Pay Policy as follows: "The salary of county employees is based upon a 40-hour week unless otherwise noted. Upon failure to accumulate 40 hours of approved time, the employee shall be compensated at a pro-rata hourly rate. Approved time shall be calculated according to pay provisions incorporated in the adopted budget. Specifically, time clock, or badge readers shall be used to record

employee time." With no further comments a motion was made to approve the Uniform Pay Policy. (Time: 1:04 p.m.)

Motion by: Commissioner Duncan Webb
Second by: Commissioner Joe Jaynes
Vote: 4 – 0 Passed
Commissioner Shaheen not present for vote

COURT ORDER NO. 2012-526-08-10

4. AI-35569 Recommended Elected Officials Salaries

Commissioner Williams made a motion for a 0% increase for all elected officials. With no further discussion a motion was made to approve the 0% increase. (Time: 1:05 p.m.)

Motion by: Commissioner Cheryl Williams
Second by: Commissioner Duncan Webb
Vote: 4 – 0 Passed
Commissioner Shaheen not present for vote

COURT ORDER NO. 2012-527-08-10

5. AI-35672 Pay for Performance

Judge Self moved the discussion to Human Resource's recommendation to increase salaries by 3% for all employees, except for elected officials. Commissioner Jaynes stated that it took the county a great deal of time and effort to implement Pay for Performance and if the county did not continue PFP increases, employees will not want to participate at all.

He further stated that he believed the PFP program was a healthy program that is beneficial to the county. Ms. Jacobson agreed and continued that even if the Court decided on a 2% increase, the average employee would see a 1.5% increase. Commissioner Shaheen stated that if the market is leaning towards a 3% increase, he would be comfortable with this number. Commissioner Jaynes agreed. Commissioner Webb stated that from his perspective voters do not want the county spending money, and this includes increasing employee salaries. He continued that over the past four years employees are already ahead of the curve in terms of increases when compared to the CPI of comparable entities. Ms. Jacobson commented that Collin County has made it to where employees are not given automatic raises and raises are based on performance. If employees are not given an increase, they will not participate in PFP in the future. Commissioner Webb is opposed to approving salary increases.

Ms. Jacobson stated that a 3% increase for the average \$45,000 employee would amount to a little over \$1,300 a year. A 2% increase would amount to a little over \$900 a year. If the majority of employees under employee only coverage has their insurance raised roughly \$40 a month, this would be a decrease in their salaries of \$480 a year. Commissioner Jaynes reiterated the point that 68% of Collin County employees are

already making under \$60,000 a year. Commissioner Williams stated she would be okay with not giving an increase until the average of the CPI catches up with Collin County's average. Judge Self stated that it was a struggle for the county to implement PFP and took almost six to seven years to fully implement. PFP holds employees accountable and rewards excellent employees for their job performance and he would hate to see the program go away. Commissioner Shaheen stated that he would like to see the increases adjusted to fall more in line with the average of the CPI to be market relevant. Commissioner Jaynes stated that even a 2% increase would be beneficial at keeping the program going. Judge Self asked Ms. Jacobson to rework the numbers to adjust the increase to be more market relevant and to come back to court with this number. (Time: 11:53 a.m.)

Judge Self recessed the meeting of the Commissioners' Court Budget Workshop Special Session at 11:53 a.m. The meeting was reconvened at 1:00 p.m. Commissioner Shaheen was not present for the remainder of the Budget Workshop.

Judge Self wanted to note that because there were only four Commissioners, any motion that ended with a 2-2 vote would fail. For a motion to pass there must be a 3-1 vote. In regards to the change list, if the item is in the recommended budget and there is a 2-2 vote, the item will stay in the budget. If an item is not in the recommended budget and there is a 2-2 vote, the item will stay out of the budget.

Ms. Jacobson continued with the PFP discussion and brought back the numbers requested from Judge Self. The recommendation was to make the increase 2% across the board.

This would level out Collin County's increase with the average of the CPI. With no further comments a motion was made to approve the 2% increase.
(Time: 1:04 p.m.)

Motion by: Commissioner Joe Jaynes
Second by: Commissioner Cheryl Williams
Vote: 3 – 1
Nay: Commissioner Duncan Webb

COURT ORDER NO. 2012-528-08-10

6. AI-35660 TCDRS payment, Human Resources

The recommendation was to make a one-time lump sum payment in the amount of \$2,045,000 to be paid to TCDRS for the County's unfunded retirement liability. Commissioner Williams made a motion to approve paying the lump sum of \$2,045,000 in the FY 2012 budget and the recommended 8.5% for FY 2013. (Time: 1:08 p.m.)

Motion by: Commissioner Cheryl Williams
Second by: Commissioner Duncan Webb
Vote: 4 – 0 Passed
Commissioner Shaheen not present for vote

COURT ORDER NO. 2012-529-08-10

7. AI-35661 TCDRS Plan Provision, Human Resources

Ms. Jacobson stated that the remaining issue concerning TCDRS is whether or not to use the 8.5% for Cost of Living Increases (COLA). That is, for those who are retired, does the Court want their cost of living increases to go up with the CPI? Judge Self asked for clarification. Ms. Jacobson stated that for years the Court did increases that were higher than the cost of living. So some retirees have an amount that is higher than it would have been under just CPI. If the Court does a flat rate adjustment, their rate would go up by whatever percent is given. If the Court does a cost of living increase, then retirees would only get what the cost of living has gone up. Commissioner Williams made a motion to do 60% of CPI, or a 1.8% increase, for the cost of living increase for retirees. (Time: 1:11 p.m.)

Motion by: Commissioner Cheryl Williams
Second by: Commissioner Joe Jaynes
Vote: 4 – 0 Passed
Commissioner Shaheen not present for vote

COURT ORDER NO. 2012-530-08-10

f. Commissioners Court suggested changes to Recommended Budget

Ms. Arris stated that during Monday's budget workshop the request was to review the positions that were listed in the recommended budget.

Judge Self stated that the positions listed were currently in the recommended budget so if the Commissioners wanted to leave a position in the recommended budget then no motion needed to be made. Commissioner Williams asked for discussion on the court collections position. Ms. Arris reminded Judge Self that both Judge Raleeh and Ms. Kemp would also like to add a position in contingency if the test program for court collections works out. Depending on how successful the program is, a second position might be needed. Ms. Arris stated that this would be kept in non-departmental contingency and that Judge Raleeh and Ms. Kemp would have to create a court agenda item and come to court with figures before the position could be added. The

Commissioners agreed that this was acceptable. A motion was made to add another County Clerk position in contingency. (Time: 1:16 p.m.)

Motion by: Commissioner Joe Jaynes
Second by: Commissioner Cheryl Williams
Vote: 4 – 0 Passed
Commissioner Shaheen not present for vote

Judge Self then moved the discussion to the positions of Deputy District Clerk II (Evidence) and the position of Passport Clerk. No motion was made so both positions remained in the recommended budget. (Time: 1:18 p.m.)

The discussion then moved to the position of grant accountant. Commissioner Webb asked for clarification on this position and stated that he was not sure that the Commissioners had control over this position as it comes through the Auditor's office. Mr. May stated this position is not for a grant writer but for a grant accountant. This position is needed due to additional grant accounting work and it is one of the more complex positions in the Auditor's office. As the amount of grants increase, the demand on the Auditor's staff increases and the three grant accountants currently employed are maxed out in terms of workload. (Time: 1:19 p.m.)

The Commissioners did not wish to add back the position for the computer parts warehouse coordinator. (Time: 1:19 p.m.)

Judge Self made a motion to remove the position of a full-time groundskeeper and keep the part-time groundskeeper position. This is because it is less expensive to hire in from the temp pool when necessary. (Time: 1:23 p.m.)

Motion by: Judge Keith Self
Second by: Commissioner Cheryl Williams
Vote: 4 – 0 Passed
Commissioner Shaheen not present for vote

Moving to the positions of vet tech and field officer for the animal shelter, Judge Self made a motion to remove the position of vet tech. Hearing no second, both positions remained in the recommended budget. (Time: 1:25 p.m.)

A motion was made to remove the positions of environmental deputy from the Sheriff's office and the functional analyst from the Sheriff's office. (Time: 1:27 p.m.)

Motion by: Commissioner Cheryl Williams
Second by: Commissioner Duncan Webb
Vote: 4 – 0 Passed
Commissioner Shaheen not present for vote

The discussion then moved onto positions that were not included in the recommended budget. The Sheriff's office requested three deputy sheriffs and one criminal justice information specialist. Commissioner Jaynes said he was okay with the three deputy sheriff positions as a matter of safety for those who live in rural areas and because of the issues with backup. Commissioner Williams agreed with Commissioner Jaynes on adding the three deputy sheriff positions. A motion was made to add the positions of the three deputy sheriffs. (Time: 1:28 p.m.)

Motion by: Commissioner Joe Jaynes
Second by: Commissioner Cheryl Williams
Vote: 2 – 2 Failed
Nay: Judge Keith Self and Commissioner Duncan Webb
Commissioner Shaheen not present for vote

g. Final review of Add/Delete list

Judge Self began the discussion by going down the add/delete list.

A motion was made to remove the quad with trailer attachment requested by the animal shelter. (Time: 1:29 p.m.)

Motion by: Commissioner Duncan Webb
Second by: Commissioner Joe Jaynes
Vote: 4 – 0 Passed
Commissioner Shaheen not present for vote

No motion was made on the Functional Analyst position for the Constable's office. This item will remain out of the recommended budget.

The CopVu wearable cameras with accessories and ICS for MDC's were deleted from the budget by staff. The Copsync In House training and Copsync Software were not in the recommended budget. Hearing no motion to add, the items were deleted.

A motion was made to add Education and Conference to the budget for Constable Precinct 3 in the amount of \$2,850. (Time: 1:32 p.m.)

Motion by: Commissioner Cheryl Williams
Second by Commissioner Joe Jaynes
Vote: 4 – 0 Passed
Commissioner Shaheen not present for vote

A motion was made to remove the RIO license upgrade to Laserfiche. (Time: 1:33 p.m.)

Motion by: Commissioner Cheryl Williams
Second by: Commissioner Joe Jaynes
Vote: 4 – 0 Passed
Commissioner Shaheen not present for vote

A motion was made to include the requested computer in the recommended budget for the Evidence Clerk in the District Clerk's office. (Time: 1:34 p.m.)

Motion by: Commissioner Cheryl Williams
Second by: Commissioner Duncan Webb
Vote: 4 – 0 Passed
Commissioner Shaheen not present for vote

A motion was made to add the grant line for Mental Health grant to the recommended budget. (Time: 1:35 p.m.)

Motion by: Commissioner Cheryl Williams
Second by: Commissioner Joe Jaynes
Vote: 4 – 0 Passed
Commissioner Shaheen not present for vote

No motion was made for additional staffing for Election Judges. This item will stay in the recommended budget. (Time: 1:37 p.m.)

No motion was made for the transport of voting equipment and supplies. This item will stay in the recommended budget. (Time: 1:38 p.m.)

A motion was made to approve the cell phone for the Functional Analyst for the JP courts. (Time: 1:39 p.m.)

Motion by: Commissioner Cheryl Williams
Second by: Commissioner Joe Jaynes
Vote: 4 – 0 Passed
Commissioner Shaheen not present for vote

A motion was made to remove the Commissioners Court AV upgrade from the recommended budget. (Time: 1:40 p.m.)

Motion by: Commissioner Duncan Webb
Second by: Commissioner Cheryl Williams
Vote: 4 – 0 Passed
Commissioner Shaheen not present for vote

A motion was made to remove the upgrade to the A/V in the existing court rooms from the recommended budget. (Time: 1:40 p.m.)

Motion by: Commissioner Duncan Webb
Second by: Commissioner Joe Jaynes
Vote: 4 – 0 Passed
Commissioner Shaheen not present for vote

A motion was made to remove the permanent improvements in the District Attorney's office from the recommended budget. (Time: 1:41 p.m.)

Motion by: Commissioner Duncan Webb
Second by: Commissioner Joe Jaynes
Vote: 4 – 0 Passed
Commissioner Shaheen not present for vote

A motion was made to remove the permanent improvements at Myers Park from the recommended budget. (Time: 1:41 p.m.)

Motion by: Commissioner Duncan Webb
Second by: Commissioner Joe Jaynes
Vote: 4 – 0 Passed
Commissioner Shaheen not present for vote

A motion was made to approve including the installation of a T-1 phone line and phone at the farm museum into the recommended budget. (Time: 1:43 p.m.)

Motion by: Commissioner Cheryl Williams
Second by: Commissioner Joe Jaynes
Vote: 4 – 0 Passed
Commissioner Shaheen not present for vote

A motion was made to remove the permanent improvement to the animal shelter from the recommended budget. (Time: 1:44 p.m.)

Motion by: Commissioner Duncan Webb
Second by: Commissioner Joe Jaynes
Vote: 4 – 0 Passed
Commissioner Shaheen not present for vote

A motion was made to place the permanent improvement to the animal shelter into contingency. (Time: 1:45 p.m.)

Motion by: Commissioner Cheryl Williams
Second by: Commissioner Duncan Webb
Vote: 3 – 1 Passed
Nay: Judge Keith Self
Commissioner Shaheen not present for vote

A motion was made to remove the permanent improvement to the Justice Center Adult Detention from the recommended budget. (Time: 1:45 p.m.)

Motion by: Commissioner Duncan Webb
Second by: Commissioner Cheryl Williams
Vote: 4 – 0 Passed
Commissioner Shaheen not present for vote

Commissioner Jaynes asked to add \$24,000 for Collin County Committee on Aging to the recommended budget for the Texans Feeding Texans grant. Following discussion, a motion was made to withdraw from NACo and place that money to match the grant for the Texans Feeding Texans program. (Time: 1:51 p.m.)

Motion by: Commissioner Joe Jaynes
Second by: Commissioner Cheryl Williams
Vote: 4 – 0 Passed
Commissioner Shaheen not present for vote

A motion was made to approve adding two additional sheriff deputies to the recommended budget. (Time: 1:52 p.m.)

Motion by: Commissioner Joe Jaynes
Second by: Commissioner Duncan Webb
Vote: 2 – 2 Failed
Nay: Judge Keith Self and Commissioner Duncan Webb
Commissioner Shaheen not present for vote

4. AI-35621 Discussion of Proposed FY 2013 Tax Rate

Ms. Arris gave her tax rate presentation. The current tax rate is \$.24 per \$100 valuation. There has been no tax rate increase for nineteen years. The tax rate was last raised in 1993. The 5% Homestead Exemption has been in place for the last three years. The average home value in Collin County has gone down slightly and is currently \$230,218. The average homeowner with the \$.24 tax rate and the 5% Homestead Exemption will pay \$524.90 in county taxes in tax year 2012. That is a slight decrease of \$1.66 from

last year. Ms. Arris then explained the effective tax rate and compared it to the FY 2013 recommended tax rate which would maintain the \$.24 tax rate.

a. Effective Tax Rate

The effective tax rate is \$.239034.

b. Rollback Tax Rate

The rollback tax rate is \$.254721.

c. M & O Tax Rate

The maximum operating rate is \$.189384.

d. Debt Service Tax Rate

The debt service tax rate is \$.065337.

e. AI-35570 Total Tax Rate – Record Vote to Proposed Tax Rate

With no further comments a motion was made to approve the \$.24 tax rate.
(Time: 1:56 p.m.)

Motion by: Commissioner Duncan Webb
Second by: Commissioner Joe Jaynes
Vote: 4 – 0 Passed
Commissioner Shaheen not present for vote

COURT ORDER NO. 2012-531-08-10

5. Schedule Public Hearings

f. AI-35571 Tax Rate Public Hearings (Tax Code 26.05 & 26.06)

1. Monday, August 27, 2012 at 1:30 P.M. in the Jack Hatchell Administration Building, Commissioners Courtroom
2. Monday, September 10, 2012 at 6:00 P.M. in the Jack Hatchell Administration Building, Commissioners Courtroom

Ms. Arris then gave dates for public hearings on the tax rate which are scheduled during regularly scheduled court dates. The first public hearing on the FY 2013 tax rate is scheduled for Monday, August 27, 2012 at 1:30 p.m. in the Commissioners' Courtroom. The second public hearing is scheduled for Monday, September 10, 2012 at 6:00 p.m.

in the Commissioners' Courtroom. A motion was made to approve the scheduled public hearings. (Time: 1:57 p.m.)

Motion by: Commissioner Joe Jaynes
Second by: Commissioner Duncan Webb
Vote: 4 – 0 Passed

COURT ORDER NO. 2012-532-08-10

g. Budget Public Hearing (LGC 111.067 & 111.058)

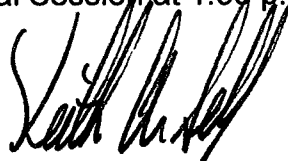
Ms. Arris stated she would file the proposed budget on September 10, 2012.

1. Monday, September 17, 2012 at 1:30 P.M. in the Jack Hatchell Administration Building, Commissioners Courtroom

On September 17th a public hearing will be held on the proposed budget during the regularly scheduled court. The budget will also be adopted on this date.

EXECUTIVE SESSION

The Court did not adjourn into Executive Session. Judge Self adjourned the meeting of the Commissioners' Court Budget Workshop Special Session at 1:58 p.m.



Keith Self, County Judge



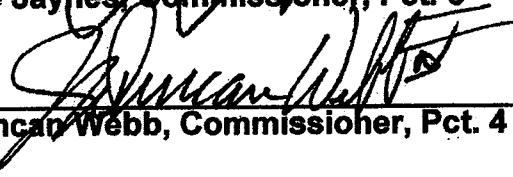
Matt Shaheen, Commissioner, Pct. 1



Cheryl Williams, Commissioner, Pct. 2



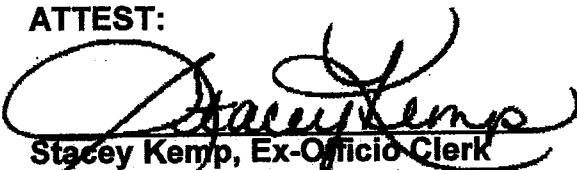
Joe Jaynes, Commissioner, Pct. 3



Duncan Webb, Commissioner, Pct. 4



ATTEST:



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