

STATE OF TEXAS
COUNTY OF COLLIN

COMMISSIONERS' COURT
MEETING MINUTES
AUGUST 19, 2013

On Monday, August 19, 2013, the Commissioners' Court of Collin County, Texas, met in Regular 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 Chris Hill, Precinct 3
Commissioner Duncan Webb, Precinct 4

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

1. Judge Self called to order the meeting of the Collin County Commissioners' Court at 1:30 p.m.

President Self called to order the meeting of the Collin County Health Care Foundation at 3:08 p.m. and adjourned the meeting at 3:08 p.m.

DECISIONS MANDATED BY LEGAL ENTITIES OUTSIDE OF COMMISSIONERS COURT AUTHORITY:

1. AI-37148 Advertisement for Services: Urinalysis Testing for Juvenile Probation (RFP No. 2013-335), Juvenile Probation.
2. AI-37136 Amendment No. 2 to Services: Offender Specimen Collection & Drug Testing (RFP No. 05231-12) with Treatment Assessment Screening Center, Inc. to extend the contract through and including August 31, 2014, CSCD.
3. AI-37164 Personnel Appointments, Human Resources.

FYI NOTIFICATION

1. AI-34688 Outstanding Agenda items, Commissioners Court.
2. AI-37133 Addendum No. 1 to Services, Professional Audit (RFP No. 2013-264) to make various changes to the Request for Proposal, Purchasing.

3. **AI-37182** Do Not Replace list, County Judge.

2. Public Comments.

3. Presentation/Recognition:

a. Service Pins, Human Resources.

Jeff May, Auditor, came forward to present Holly Heldt with her 15-year service pin.
(Time: 1:31 p.m.)

4. Consent agenda to approve: Judge Self asked for comments on the consent agenda. Judge Self deleted 10a and 10b. Commissioner Webb pulled a disbursement to Schindler Corporation. Hearing no further comments, a motion was made to approve the remainder of the consent agenda. (Time: 1:32 p.m.)

Motion by: Commissioner Matt Shaheen
Second by: Commissioner Cheryl Williams
Vote: 5 – 0 Passed

a. **AI-37158** Disbursements for the period ending August 13, 2013, Auditor.

All disbursements with the exception of Schindler Corporation were approved with the consent agenda vote.

COURT ORDER NO. 2013-605-08-19

A motion was made to approve the disbursement to Schindler Corporation. Commissioner Webb did not participate in the vote. (Time: 1:32 p.m.)

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

COURT ORDER NO. 2013-606-08-19

b. **AI-37125** Tax refunds totaling \$365,033.91, Tax Assessor Collector.

COURT ORDER NO. 2013-607-08-19

c. Advertisement(s):

1. **AI-37141** Services, Maintenance: Plumbing Contractor (IFB No. 2013-297), Facilities.

COURT ORDER NO. 2013-608-08-19

2. **AI-37100** Road Materials, Cement Treated Base (IFB No. 2013-194), Public Works.
COURT ORDER NO. 2013-609-08-19

d. Award(s):

1. **AI-37134** Tax Statement Preparation and Mailing Service (IFB No. 2013-280) to Questmark, Tax Assessor Collector.

COURT ORDER NO. 2013-610-08-19

2. **AI-37153** Services: Inmate Healthcare (RFP No. 2013-153), Sheriff.

COURT ORDER NO. 2013-611-08-19

e. Agreement(s):

1. **AI-37151** Interlocal Agreement with the City of Celina for funding through the 3rd Series – 2007 Parks/Open Space Project Funding Assistance Program (Bond Project No. 07PG38) to purchase a 70 acre tract of land instead of the 30 acre tract, Special Projects.

COURT ORDER NO. 2013-612-08-19

2. **AI-37059** Interlocal Cooperation Agreement with the City of Lucas for Law Enforcement Services and further authorize the County Judge to finalize and execute same, Sheriff.

COURT ORDER NO. 2013-613-08-19

f. Receive and File, Auditor:

1. **AI-37145** Final Audit Results for the Constable, Precinct 4 (2nd Quarter FY2013).

COURT ORDER NO. 2013-614-08-19

2. Monthly Financial Report(s):

- a. **AI-37127** January 2013.

COURT ORDER NO. 2013-615-08-19

- b. **AI-37128** February 2013.

COURT ORDER NO. 2013-616-08-19

- c. **AI-37129** March 2013.

COURT ORDER NO. 2013-617-08-19

g. Miscellaneous

1. **AI-37149** Early Voting locations, dates and times for the November 5, 2013, Special Election, Elections.

COURT ORDER NO. 2013-618-08-19

2. **AI-37150** Election Day Vote Centers for the November 5, 2013, Special Election, Elections.

COURT ORDER NO. 2013-619-08-19

3. **AI-37119** Designation of a private road as Private Road 5475 (with address update), GIS/Rural Addressing.

COURT ORDER NO. 2013-620-08-19

4. **AI-37063** Deposit the net proceeds totaling \$130,517.89 from the Collin County On-Line Auction held on June 27, 2013 per Local Government Code 263.156, Purchasing.

COURT ORDER NO. 2013-621-08-19

5. **AI-37165** Personnel Appointments, Human Resources.

COURT ORDER NO. 2013-622-08-19

6. **AI-37166** Personnel Changes, Human Resources.

COURT ORDER NO. 2013-623-08-19

GENERAL DISCUSSION

5. **AI-37053** **Public Hearing** – Placement of regulatory signs on various County Roads, Public Works.

Jon Kleinheksel, Public Works, came forward to request a public hearing on the placement of 16 regulatory signs on various county roads. Judge Self opened the Public Hearing at 1:34 p.m. Hearing no comments, Judge Self closed the public hearing. A motion was made to approve the item. (Time: 1:34 p.m.)

Motion by: Commissioner Cheryl Williams

Second by: Commissioner Matt Shaheen

Vote: 5 – 0 Passed

COURT ORDER NO. 2013-624-08-19

6. AI-37137 District Clerk Collections Presentation, District Clerk.

Andrea Stroh Thompson, District Clerk, came forward to discuss the two collection positions that were added to the District Clerk's office in March 2013. The goal was to implement as many programs as possible to get the most return as quickly as possible. Two of the three main programs were started immediately.

First was the Affidavit of Inability to Pay which allows for non-payment of filing fees for divorce cases and Family Law civil related cases. Last year 728 affidavits were filed with average court costs per case of \$340. In the previous year it was estimated the County did not collect approximately \$250,000 from those affidavits of inability. The plan was for the District Clerk's office to start objecting to those affidavits in order to find litigants who were ineligible to be found indigent. They would then be required to pay their court costs or the case would be dismissed. The District Clerk's office is objecting to 100% of the affidavits. The projected success rate was 25% and so far the success rate has been 100%. A case is dismissed if fees are not paid within 10 days of this objection, and the balance is required to be paid before re-filing. The balance never leaves the system even if the case is dismissed.

The third program is Inmate Trust Accounts. Using Potter County as an example, it was projected to collect an average of \$72 per inmate per year. With 1,600 inmates in Collin County, this projection totaled approximately \$115,000 a year. In a two-month period, \$29,413 has been collected on only 404 inmates. Fifty percent of the money collected is from the family members of inmates. All of the convictions in Collin County for 2011 and 2012 have been cleared, and those inmates' trust accounts have been withheld. Both programs have been successful and exceeded projections.

The Outstanding Receivables have not yet been addressed and have a 4% collection rate. (Time: 1:40 p.m.)

NO ACTION TAKEN

7. AI-37121 2013 Benefits Presentation, Human Resources.

Cynthia Jacobson, Human Resources, came forward to discuss Employee Health Care Benefits. Total claims cost for FY2012 were \$16,193,005 with the employee paying approximately 16%. This does not reflect the increased costs for Employee Only coverage which was implemented for FY2013. The FY2014 budget will increase in order to have the budget and claim amounts closer. We are no longer the highest cost plan when compared to other counties.

The plan has essentially 100% utilization. The plan covers just over 3,100 people which includes dependents. Approximately 33% of the net paid per member cost was due to high cost claimants (claims over \$50,000) which decreased 3%. These claims include circulatory, musculoskeletal (back disorders), cancer and injuries. While claims are going down, costs are going up. Due to the Affordable Care Act, which pushes the costs from those who can't pay to those who can pay, higher trends are expected.

Pharmacy claims are over \$3 million with the County contribution at 78%. The Top 15 brands cost almost \$900,000 which is 29% of total costs. Approximately 14% of costs were spent on specialty medications which are typically newer drugs.

Major cost drivers are heart disease, diabetes and back and neck disorders. Average claims cost for a diabetic claimant is typically three times higher than the average cost of a non-diabetic. 24% of current insurance spend is related to diabetes which is a 3% increase from the previous year. 37% of the high cost spend was attributable to members with diabetes. 12% of county employees and 13% of spouses have a diabetes diagnosis. Statistically, for every one diabetic, there are three pre-diabetics. Control of diabetes is critical.

While the percent of high cost heart disease claims decreased 3%, the amount per claimant increased by 51%. 46% of the insured have chronic medical conditions and accounts for 74% of the total medical spent.

While the dental plan deductible is consistent with our counterparts, our plan maximum (\$1,000) is lower than most. Collin County is on the lower end with deductibles, out-of-pocket expenses and primary care physician co-pays. The County is on the higher end with specialist co-pays at \$40. A large number of the people being covered under the plan are making less than \$50,000 per year. While Collin County is on the high end for the cost of Employee Only coverage, we are on the low end for Employee & Spouse, Employee & Child and Family coverage

The County offers two types of plans – a basic and a premium plan. A larger number of employees are on the premium plan which is more expensive. There is a discount totaling \$50 for employees who follow the Wellness criteria.

An on-site nurse was added a year and a half ago in an attempt to work on early identification of medical conditions. This includes classes, newsletters and programs centered on weight management and nutrition. The nurse has done a lot of outreach with members with chronic conditions to improve treatment.

Required fees under the Affordable Care Act for 2013 were \$3,100. Fees for 2014 doubled to \$6,200. This fee is based on the number of employees on the plan. The Act requires plans to meet coverage requirements and affordability. Collin County's plan meets the coverage requirements but not the affordability requirement. Options are 1) implement a third plan with lower benefit levels at a lower cost; 2) lower employee-only costs to affordability level; and 3) restructure costs so that non-required plans are bearing greater portion of costs (e.g. vision and dental plans).

The Act also requires Collin County to change the waiting period which is currently the first day of the month following 90 days of employment. Also required under the Act is reporting the cost of coverage of the health plan on W-2 forms. Currently this is not taxable and for reporting information only.

In 2012 the requirements to receive the \$200 wellness payment and \$25 monthly insurance discount were an annual physical, cholesterol screening, well man/woman exam and completion of UHC online health assessment. For 2013 employees must continue to meet 2012 requirements and have their height, weight and body mass index (BMI) listed.

There was a discussion regarding generic prescriptions and limitations on lifestyle drugs. (Time: 2:23 p.m.)

NO ACTION TAKEN

8. AI-37084 2013 Law Enforcement Compensation Presentation, Human Resources.

Cynthia Jacobson, Human Resources, continued with a presentation on Law Enforcement pay ranges. Based upon regression analysis, it is recommended the law enforcement pay ranges are adjusted up by 3% for FY2014. This change is reflective of the market value of the pay ranges and not a salary increase. Individuals at the beginning of the pay range would be moved to the new minimum starting salary on October 1, 2013 if their compensation is below the new minimum.

Using a benchmark of 23 positions, 34% of these employees are at the maximum or over the maximum of the pay range with a large percentage of these employees holding higher positions. Overall turnover for the positions for FY2012 was 10.2%. Overall turnover excluding Detention Officer was 6.1%. Positions were ranked against Denton, Fort Bend, Montgomery and Williamson Counties.

The position of Detention Officer ranks one of five for minimum ranking and two of five for maximum ranking. Transfer Officer ranks four of five for both minimum and maximum ranking. Courthouse Deputy ranks one of five in both ranges, and Jail Sergeant ranks two of five in both ranges. Housing Lieutenant ranks one of five in the maximum range. This was due to being compared to Sergeant positions at the other counties because housing Lieutenants perform first-line supervision duties. Non-housing Lieutenants ranked three of four in maximum ranking, and Jail Captains ranked two of three in maximum ranking. Assistant Chief Deputy ranks one of five in maximum ranking because these positions typically do not hire in at the minimum salary. They are promoted from within.

Sheriff's Office positions were compared with Denton, Fort Bend, Montgomery, Tarrant and Williamson Counties as well as the cities of Allen, Frisco, McKinney, Plano and Wylie. Several positions had no match in a municipality. Deputy Sheriff ranked three of nine in minimum ranking and two of nine in maximum ranking. Criminal Investigator ranked one of five in both minimum and maximum rankings. Patrol Sergeant ranked four of eight for minimum and six of eight for maximum rankings. Patrol Lieutenant ranked five of eight in maximum, while Chief Deputy Sheriff ranked two of five in maximum rankings. These last two positions typically do not hire in at the minimum salary; they are promoted from within.

Assistant Communications Supervisor ranked six of seven in both minimum and maximum rankings. Public Safety Communication Manager ranked three of four in both minimum and maximum rankings. While we are low, we did not meet the 10% differential.

Constable positions were shown next. Adjustments were made last year to this department. These positions are ranked against the same counties but not the cities. Deputy Constable ranks one of six in minimum ranking and three of six in maximum ranking. Chief Deputy Constable ranks three of six in maximum ranking. This position also promotes from within.

When looking at the District Attorney positions, the majority of the other counties have a single level of investigator. Collin County has two levels of investigators – misdemeanor and felony. Misdemeanor Investigators ranked three of six in minimum ranking and five of six in maximum ranking. Felony Investigators ranked three of six in both minimum and maximum rankings.

Homeland Security was harder to rank since Collin County positions are more specialized while other entities perform several of the duties. Court Officers (bailiffs) ranked number one in both minimum and maximum rankings.

While only two positions were outside the 10% criteria, Ms. Jacobson is not recommending any changes since the job duties were not a close match. Judge Self asked to have the summary slide from Ms. Jacobson's presentation put on the budget discussion. (Time: 2:44 p.m.)

NO ACTION TAKEN

9. AI-37162 Discretionary Road Funding Policy, Engineering.

Tracy Homfeld, Engineering, came forward with a presentation on the 2007 Bond Program and the Discretionary Funding Allocation Options.

To date we have sold approximately \$163 million of the \$235 million for the 2007 Bond Program and of that close to \$12 million have been discretionary funds. About \$3 million are left which are programmed for 2014. No 2007 Discretionary dollars have been expended. Below are the options for spending the \$15 million of discretionary funds.

Option #1 is what has been done in the past which is a case-by-case basis. A city presents a project which is above and beyond what they have already been allocated in bond funds. This is not a reallocation of bond funds. The project is evaluated based on merit and criteria by the entire court. The criteria being 1) does that city have their 50% match, 2) is the project on the County Mobility Plan, 3) is the road or bridge in need of an upgrade for safety reasons, 4) does the project bring a benefit to the county through congestion mitigation/air quality benefits/economic benefits, and 5) did the city submit the project as a priority project during the county call for projects in 2012. New to this program is the savings on city discretionary projects would go back to the discretionary account for future allocation. There was a brief discussion on rehab projects for some of the more mature cities and how smaller cities would be able to access the funds.

Option #2a would have equal allocation per precinct. If a project meets the criteria, the court would only vote to approve ILA (Interlocal Agreement) to encumber the funds. The respective commissioner has control over funds in his/her precinct. The criteria are the same as Option #1.

In Option #2b funding is divided among the commissioners' precincts based on each city's percentage of taxable income they provide to the county. Criteria are the same.

Option #4 takes the funding and splits it into three buckets. The allocation would be based on three different funding categories. One bucket would be used for County Managed projects only. Another bucket would be used for City Managed projects. The last bucket would be for City Managed projects for cities that do not have their match. This is typically used by smaller cities and the match would be paid back. Criteria are also the same with this option.

Commissioner Williams voiced concern for the smaller cities that don't meet the criteria such as the County Mobility Plan and feels there is value in the Commissioners having some discretion over the funds. There was a brief discussion regarding updating and reviewing the Top 5 List and reviewing the options presented. (Time: 3:07 p.m.)

NO ACTION TAKEN

10. County Road 51:

a. **AI-37012** Subdivision Regulation variance on CR51 to facilitate the re-aligned road within the Republic Property Group (Light Farms) boundary, Public Works.

PULLED

b. **AI-37052** Interlocal Agreement with the Collin County Municipal Utility District No. 1 for acquisition, construction, improvement, maintenance, repair and financing of County Road 51 and further authorize the County Judge to finalize and execute same, Public Works.

PULLED

11. **AI-35285** Medicaid 1115 Waiver, Regional Health Partnership, Administrative Services.

12. Possible future agenda items by Commissioners Court without discussion.

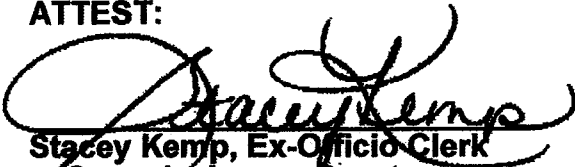
Commissioner Shaheen referenced a Parks Foundation Appointment.

EXECUTIVE SESSION

The Court did not recess into Executive Session. There being no further business of the Court, Judge Self adjourned the meeting of the Commissioners' Court at 3:08 p.m.



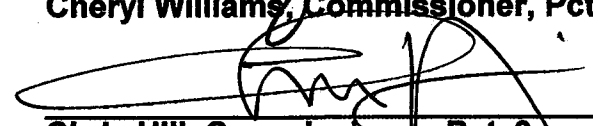
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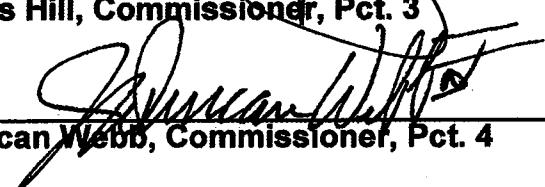

Stacey Kemp, Ex-Officio Clerk
Commissioners Court
Collin County, T E X A S


Keith Self, County Judge


Matt Shaheen, Commissioner, Pct. 1


Cheryl Williams, Commissioner, Pct. 2


Chris Hill, Commissioner, Pct. 3


Duncan Webb, Commissioner, Pct. 4