

STATE OF TEXAS

COMMISSIONERS' COURT  
MEETING MINUTES  
APRIL 7, 2014

COUNTY OF COLLIN

On Monday, April 7, 2014, 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 Mark Reid, 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 Reid led the Pledge of Allegiance to the Texas Flag.

Judge Self called to order the meeting of the Collin County Commissioners' Court at 1:30 p.m. and recessed the meeting at 2:25 p.m. The meeting was reconvened at 2:26 p.m. and recessed 2:26 p.m. The meeting was reconvened at 2:33 p.m. and adjourned at 4:35 p.m.

President Self called to order the meeting of the Collin County Health Care Foundation at 2:25 p.m. and adjourned the meeting at 2:25 p.m.

President Self called to order the meeting of the Collin County Toll Road Authority at 2:25 p.m. and adjourned the meeting at 2:25 p.m.

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

1. AI-38106 Personnel Appointments, Human Resources.

**FYI NOTIFICATION**

1. AI-34688 Outstanding Agenda Items, Commissioners Court.

2. AI-38090 Addendum No. 1 to Detention Center Surveillance System and Camera Upgrades (IFB No. 2014-131) to make various changes to the Invitation For Bid, Purchasing.

**3. AI-38059 P-Card Disbursements, Auditor.**

Commissioner Webb questioned the eFax charges for the District and County Court at Law Judges and wanted to make sure the charges were not being paid by both the Judges and IT. The Commissioner also wanted to know if there was a system in place to make sure this doesn't happen and that someone is monitoring it. Caren Skipworth, CIO, explained there is a process in place and the County is not being double billed. The two Judges who took on eFax in November are being billed to their p-cards and the licenses are being managed by those Judges. The remaining 14 eFax services are being billed against the IT p-card so those licenses can be managed through IT even though the budget funding is coming from the Judges' accounts. Pam DeVault, Court Administrator, gathers the billing from the Judges for the 14 eFaxes and forwards that information to Ms. Skipworth. (Time: 1:51 p.m.)

**4. AI-38084 Budget adjustment(s)/amendment(s) totaling \$7,500 (over \$5,000 per c/o 2005-589-08-01), Budget.**

**5. AI-38117 Regional Toll Revenue funding update, County Judge.**

Judge Self updated the Court on the amount of RTR money still to be put on the ground. The addendum, which will be included in the backup when it is published, shows SH121 has \$988 million committed and only 37% has been spent and SH161 has another \$14 million committed of which only 11% has been spent. This totals just over \$1 billion for those two toll roads. (Time: 1:53 p.m.)

**6. AI-38095 Voluntary Terminations, Human Resources.**

**7. AI-38085 FY2014 Road Project List, Public Works.**

**8. AI-38091 Pre-Trial Release Bond Office, 2013 Annual Statistical Summary, Sheriff.**

**2. Public Comments.**

### **3. Presentation/Recognition:**

a. **AI-38014** Proclamation designating April 2014 as Child Abuse Prevention Month in Collin County, Commissioner, Precinct 2.

Commissioner Williams presented Lynne McLean, Executive Director of the Collin County Children's Advocacy Center, with a Proclamation designating April as Child Abuse Prevention Month in Collin County. The County government, Sheriff's investigators, city police departments, prosecutors from the District Attorney's office and CAC (Crimes Against Children) Courts play an active role in fighting crimes against children. Ms. McLean thanked the Court for its support and for helping to bring attention to this important issue that impacts far too many children in our community. Blue ribbons were worn by the Court in support of this issue. (Time: 1:34 p.m.)

b. **AI-38098** Proclamation recognizing April 6 – 12, 2014 as National Crime Victims' Rights Week, District Attorney.

Judge Greg Willis, District Attorney, came forward to read a portion of the national Crime Victims' Rights Week proclamation: "Whereas 22 million Americans are directly harmed by crime each year, the District Attorney and Commissioners' Court are joining forces with victim service providers, criminal justice agencies and concerned citizens throughout Collin County, Texas and America to raise awareness of victims' rights and to observe National Crime Victims' Rights Week from April 6 - 12, 2014, and throughout the year." (Time: 1:36 p.m.)

c. Service Pins, Human Resources.

Constable Sammy Knapp, Precinct 3, came forward to present Chief Deputy Lonnie Simmons with a service pin and a plaque recognizing 30 years of service to Collin County and its citizens. (Time: 1:37 p.m.)

**4. Consent agenda to approve:** Judge Self asked for comments on the consent agenda. Commissioner Webb pulled FYI 3, the Schindler disbursement and the El Dorado Collision disbursement, 4a, 4c1, 4c2, 4c3, 4d1 and 4f3. Judge Self pulled for discussion FYI 5 and 4f4. With no further discussion, a motion was made to approve the remainder of the consent agenda. (Time: 1:50 p.m.)

Motion by: Commissioner Cheryl Williams

Second by: Commissioner Mark Reid

Vote: 5 – 0 Passed

**a. AI-38082 Disbursements for the period ending April 1, 2014, Auditor.**

Commissioner Webb has been monitoring collision repairs for the past year and pulled the check to El Dorado Collision to get more information. This item, which was generated by Animal Services, had a memo attached referencing a County vehicle striking a vulture. Jon Kleinheksel, Public Works, stated he was not aware of the incident but will check into it and inform the Court. A motion was made to approve the payment to El Dorado Collision.

Motion by: Commissioner Duncan Webb  
Second by: Commissioner Cheryl Williams  
Vote: 5 – 0 Passed

**COURT ORDER NO. 2014-177-04-07**

A motion was made to approve the disbursement to Schindler Elevator. Commissioners Webb and Reid did not participate in the vote. (Time: 1:54 p.m.)

Motion by: Commissioner Cheryl Williams  
Second by: Commissioner Chris Hill  
Vote: 3 – 0 Passed  
Abstained: Commissioner Duncan Webb and Commissioner Mark Reid

**COURT ORDER NO. 2014-178-04-07**

All other disbursements, with the exception of Schindler Elevator, were approved with the consent agenda vote. (Time: 1:55 p.m.)

**b. AI-38086 Tax refunds totaling \$2,118,243.82, Tax Assessor Collector.**

**COURT ORDER NO. 2014-179-04-07**

**c. Advertisement(s):**

**1. AI-38097 County Depository (RFP No. 2014-206), Auditor.**

Commissioner Webb pulled this item to make two changes. The first is on page 269 referencing a 90-day duration which should be four years. Michalyn Rains, Purchasing, confirmed it is a four-year term agreement. The second change is on page 306. This is an initial four-year term agreement which allows the County at the end of the first two years to renegotiate the financial terms and rates and then the right to renew for another two years at that time. However, the renewal does not coordinate with the 90-day notice, so the contract would have to be terminated before finding out if better rates could be negotiated. Commissioner Webb and Jeff May, Auditor, redrafted the paragraph so the County has the right, if the terms and rates are not acceptable, to terminate the contract after the first two years.

Mr. May added there was another change made regarding the use of letters of credit as collateral versus using collateral assignments of assets which would avoid the need for revaluing of collateral. The current proposal does not mention putting up letters of credit as opposed to collateralization; Commissioner Webb would like to add this to the proposal.

Commissioner Williams asked if this would encompass automated check processing. If so, that equipment should be provided free of charge if the deposits are above a certain amount. Ms. Rains will make that change. With no further discussion, a motion was made to approve the item with the above changes. (Time: 1:59 p.m.)

Motion by: Commissioner Duncan Webb  
Second by: Commissioner Cheryl Williams  
Vote: 5 - 0 Passed

**COURT ORDER NO. 2014-180-04-07**

**2. AI-38087** Roof Replacement For Wells Building Farm Museum (IFB No. 2014-172), Construction & Projects.

Commissioner Webb pulled this item since this is a long-term building and he wanted an analysis for the lifespan of the roof under the first option versus the second option. Bill Burke, Construction and Projects, stated they are asking for a 20-year warranty on both the standard option which is the same type as the current roof and the alternate which is a standing seam panel roof. The Commissioner asked if there is enough information to do an analysis when the numbers come in so the Court can make an informed decision. Mr. Burke will investigate the roofing options and work with a consultant and technical representative before this comes back to Court. There was a brief discussion about other roofing options. With no further comments, a motion was made to approve the item. (Time: 2:04 p.m.)

Motion by: Commissioner Duncan Webb  
Second by: Commissioner Mark Reid  
Vote: 5 - 0 Passed

**COURT ORDER NO. 2014-181-04-07**

**3. AI-38088 Customer Line (Queuing) Management System (RFP No. 2013-295), Information Technology.**

Commissioner Webb asked why the District Clerk was still trying to move forward with this since the County Clerk dropped out due to the reduction in the workload since eFiling was implemented. Michelle Patrick, District Clerk Chief Deputy, said their office will still see approximately 80,000 people at their windows. Ms. Patrick broke this down with 40,000 people for passports, 20,000 to 25,000 pro se customers and 15,000 to 20,000 for Court Collections. They also have Child Support and Attorney General transactions. Ms. Patrick said eFiling brought their numbers down about 20,000 transactions per year.

Commissioner Webb asked why their proposed system was wireless and the system CSCD (Community Supervision and Corrections Department) was looking at was a desktop system. Ms. Patrick said the staff will have to be mobile and the wireless system could be monitored from other areas. The Commissioner would like to see the wireless feature as an option as opposed to a hard requirement to see the costs. Caren Skipworth, CIO, said this system has a lot of online capabilities for customers.

Ms. Skipworth explained this RFP (Request for Price) initially included the County Clerk and the District Clerk, but any department with a public window was invited to attend a site visit to the City of McKinney where they actively use one of the vendor's products. Bob Hughes, CSCD, said they were invited into the process and some of his support staff had gone on the site visit. While the system would make them more efficient with traffic that comes through the door, Mr. Hughes would like to know more about the cost to determine whether this was a want or a need for CSCD.

Commissioner Webb is interested to see if the system builds efficiency, better customer service and helps to determine staffing needs. Since CSCD was not a part of the original discussion and the Court has not seen how the system works, the Commissioner would like to hold off on CSCD until FY2015. With no further discussion, a motion was made to revise the advertisement for bid so that it is only for the District Clerk. (Time: 2:18 p.m.)

Motion by: Commissioner Duncan Webb  
Second by: Commissioner Cheryl Williams  
Vote: 5 - 0 Passed

**COURT ORDER NO. 2014-182-04-07**

**d. Amendment(s):**

1. **AI-38069** No. 1 to Inmate Telephone Services (RFP No. 03191-12) with Securus Technologies to provide various changes to the contract and further authorize the Purchasing Agent to finalize and execute same, Sheriff.

Commissioner Webb said this is a retroactive amendment and asked if anyone calculated how much this will cost the county this budget year since approximately \$46,000 has been budgeted already. Major Mike Anderson, Sheriff's Office, said he didn't know the costs but will get a calculation. Ms. Rains said this is based on a calendar year. With no further discussion, a motion was made to approve the item. (Time: 2:19 p.m.)

Motion by: Commissioner Duncan Webb  
Second by: Commissioner Cheryl Williams  
Vote: 5 - 0 Passed

**COURT ORDER NO. 2014-183-04-07**

**e. Filing of the Minute(s), County Clerk:**

1. **AI-38075** March 10, 2014.

**COURT ORDER NO. 2014-184-04-07**

2. **AI-38078** March 17, 2014.

**COURT ORDER NO. 2014-185-04-07**

**f. Miscellaneous**

1. **AI-38096** Early Voting locations, dates and times for the May 27, 2014, Democratic and Republican Primary Runoff Elections, Elections.

**COURT ORDER NO. 2014-186-04-07**

2. **AI-38077** Re-designation of Private Road 5611 to Canales Road (with associated address updates), GIS/Rural Addressing.

**COURT ORDER NO. 2014-187-04-07**

**3. AI-38072 Adoption of a revised Public Works Price Matrix for Cities, Public Works.**

Commissioner Webb appreciates the matrix and thanked Jon Kleinheksel, Public Works, for creating it. The Commissioner wanted to know if the changes were price increases and what was the average range of the increase. Mr. Kleinheksel said most of the material related increases were between 5% and 8% and the outliers were between 15% and 18%. Some culverts decreased by a nominal amount. The program is working very well. With no further discussion, a motion was made to approve the item. (Time: 2:22 p.m.)

Motion by: Commissioner Duncan Webb  
Second by: Commissioner Cheryl Williams  
Vote: 5 - 0 Passed

**COURT ORDER NO. 2014-188-04-07**

**4. AI-38047 Timeline for the Parks and Open Space Project Funding Assistance Program, 2007 Bond – Fifth Series, Special Projects.**

Judge Self asked, with \$2.2 million in Parks and Open Space slated for sale this year, how much has been sold that is not being used. Monika Arris, Budget, said the Parks and Open Space money is used on an annual basis. Jeff Durham, Parks and Open Space, said most projects are funded within a year and 90% of the projects are completed within two years. Funds are not being built up. With no further discussion, a motion was made to approve the item. (Time: 2:23 p.m.)

Motion by: Judge Keith Self  
Second by: Commissioner Cheryl Williams  
Vote: 5 - 0 Passed

**COURT ORDER NO. 2014-189-04-07**

**5. AI-38071 Utilize funds awarded to the City of Lavon through the 3<sup>rd</sup> Series – 2007 Parks/Open Space Project Funding Assistance Program (Project No. 07PG41) in the amount of \$5,600 to construct a fence around the City Hall Park project, Special Projects.**

**COURT ORDER NO. 2014-190-04-07**

**6. AI-38107 Personnel Appointments, Human Resources.**

**COURT ORDER NO. 2014-191-04-07**

**7. AI-38108 Personnel Changes, Human Resources.**

**COURT ORDER NO. 2014-192-04-07**



## **GENERAL DISCUSSION**

### **5. AI-38002 Community Healthcare Program presentation, Fire Marshal.**

Jason Browning, Fire Marshal, presented a Power Point presentation showing a fire-based community paramedicine program designed to reduce non-emergency 911 calls in the HUG (High Utilizers Group) and hospital readmissions while increasing fire apparatus availability for life-threatening injuries. Chief Danny Kistner of the McKinney Fire Department came forward to explain an initiative in emergency medical services that is gaining momentum as Collin County is getting national recognition from fire departments across the country. In June of 2013 a pilot program was designed with the following goals: 1) reduce non-emergency 911 calls in the HUG; 2) reduce HUG readmissions; 3) reduce unnecessary fire engine calls; 4) reduce costs to the McKinney Fire department and hospitals and 5) improving health in our community. In partnership with Collin College, local healthcare providers, social service agencies and other key providers, this service was created to better meet the needs of McKinney residents. It is a 10-week educational program for their APPs (Advanced Practice Paramedics) who are very strong patient advocates. Patients with more than four 911 calls in a 180-day period were enrolled in the program. The program consists of frequent home visits by APPs with or without a physician, an intensive personalized plan of care developed for each patient, coordination with hospital case management to maximize use of community resources and, on medical 911 calls, the APP Squad disregards the fire engine and takes the call with the ambulance.

There are 40 patients in the program. The APPs spend time with the patient to determine what is causing the 911 calls and sending the patient into crisis. This has resulted in finding out what the patients' needs are and mitigating them. From June 2013 to November 2013, 911 calls from the patients in the program were reduced by 56%. The average number of readmissions per patient was reduced by 59%. The average number of emergency dispatch visits has gone down 75%, and there has been a 50% reduction in the use of fire engines for these calls. Hospital costs for the first patient in the program went from \$95,307 pre-enrollment to \$11,432 post-enrollment. The EMS (Emergency Medical Services) cost for this same patient went from \$8,000 to \$800. The projected EMS costs without this program are \$16,000.

Some of the issues they need help with is funding for the training. It is a very intensive training program and costs approximately \$3,000 per person. Judge Self asked if the savings generated from this program will go toward the training costs. Chief Kistner said he cannot speak for other individual fire departments, but they will look for the funding. (Time: 1:48 p.m.)

**NO ACTION TAKEN**

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

**NO ACTION TAKEN**

### **7. Possible future agenda items by Commissioners Court without discussion.**

## **EXECUTIVE SESSION**

The Court did not recess into Executive Session.

Judge Self called to order the Commissioners' Court Workshop at 2:33 p.m.

## **WORKSHOP**

### **AI-38102 Justice of the Peace and Constable Redistricting.**

Bill Bilyeu, County Administrator, displayed several maps prepared by Bret Fenster, GIS (Geographic Information Systems) to gather workload information for the five JP (Justice of the Peace) precincts. The maps broke down the county by square footage of retailers, multifamily areas, household income levels, population density, traffic information and volume of caseloads. From these maps it was determined the southwest corner of the county is where most of the work is. Population growth and retail are moving northward. To evenly distribute the workload five ways would require each JP to take some component of that coordinate. JP 2 is very rural and does not have a lot in common with the west side. Serving papers is a job in itself due to the distances and size of the precinct.

Judge Paul Raleeh, Precinct 1, addressed the Court as the Administrative Judge for the Justices of the Peace. All of the Justices and Constables were present in the courtroom. The Judge used a Power Point presentation to show the Justice Court statistics. The only restrictions on filing cases involves evictions, which must be filed in the precinct where the house or apartment is located, and criminal cases which must be filed in the precinct where the crime occurred.

The caseloads for both criminal and civil cases were down in 2013 from 2012. One reason being that MISD (McKinney Independent School District) now files their truancy cases with the City of McKinney Municipal Courts. PISD (Plano Independent School District) plans to do the same with the City of Plano Municipal Courts. Precinct 4 is where most of the activity is. In the last 13 years, evictions increased 290% and civil cases increased 210% due to an increase in population. When compared to Fort Bend, Denton, Tarrant and Williamson Counties, Collin County is similar to all but Tarrant County. Regarding cases filed, Collin County is one of the leading counties. Judge Raleeh agrees redistricting will need to be done in the future especially with the population growth in Collin County. But as a group, the JPs do not feel now is the time to redistrict.

There was a brief discussion regarding tenure and the JPs living in their districts. Judges Raleeh, Yarbrough and Payton have tenure and would not be required to live in their districts.

Judge Self asked what the Court wants to do since redistricting is limited to certain options. Commissioner Williams feels going back to four JPs would have the least impact. Judge Raleeh said going to four JPs would require more staff for the remaining JPs. Commissioner Williams said a visiting judge could help the four judges with the caseload for a period of time. She added, if the fifth JP were eliminated, the staff would not be eliminated.

Commissioner Reid asked about inequities between precincts 3-1 and 3-2. Judge Raleeh said those two judges are content with their caseloads. Commissioner Webb asked why the workload from 2012 to 2013 workload has gone down. With the growth of the County, what is driving the decrease and can we continue to count on it, or is the decrease not representative. Judge Raleeh said truancy has been given to the city and Highway Patrol is handling the toll roads. Commissioner Williams asked what types of civil cases there are. Judge John Payton, Precinct 3-2, came forward to explain some of the civil cases handled are occupational driver's licenses, debt claims, evictions, repair and remedy, toll hearings, seizure of animals and emergency mental health. There was a lengthy discussion on the types and number of cases and the length of time these cases take.

Commissioner Hill referred to the comparisons with the other counties. Collin County is the second highest county in number of cases per judge. If we reconfigured with only four judges, we would be at the top end regarding caseloads.

Commissioner Reid asked about the impact on the constables. Constable Joe Barton, Precinct 2, explained the disparity between offices is due to the fact that offices do not handle all of the same types of cases. Constable Barton, speaking for the other Constables, said they are not looking forward to any changes in the precinct lines. Thirty eight percent of the county is in Constable Barton's precinct already and he does not have enough office space for the deputies he has now. Commissioner Webb is not interested in going from five to four if we aren't cutting the whole staff because there would be no material savings. The Commissioner sees a huge disparity in workload in JP 2 compared to all others. He also feels forcing people to drive to McKinney to get justice is not an easy solution to that. The Commissioner is not intrigued with any of these options and is more interested in other ways to build revenues and increase efficiency.

Judge Mike Yarbrough, Precinct 4, said since the last redistricting in 2009 and 2010 his workload has gone down 30%. He needs no assistance and is handling it fine. Judge Chuck Ruckle, Precinct 3-1, is happy with things the way they are now. He and Judge Payton work well together. The main workload is on the clerks.

Judge Self asked the Court if there was any need to continue to discuss the issue or could it be put to rest. Commissioners Reid, Webb and Hill saw no reason to make any changes. Judge Self thanked the JPs and Constables for their time.

Mr. Bilyeu introduced Judge Jerry Schaffer, Precinct 2, who will be replacing Judge Terry Douglas when he retires. Judge Schaffer was the head football coach for Wylie High School when they won the state championship in 1977 and a math teacher in the Rockwall and Farmersville school districts. (Time: 3:50 p.m.)

**NO ACTION TAKEN**

**AI-37974** Justice of the Peace Court Collections.

Mr. Bilyeu prepared a study on JP collections. When the County switched to Odyssey, all JP 1 cases were outsourced to either Omni or Gay McCall. Omni has a statewide license to block driver's license renewals and would get paid when payment was made to the JP office. Gay McCall receives 30% of total costs recovered. Finally, the County Clerk's office stepped in to help JP 1 with collections.

Erin Minett, Esquire, Gay McCall, came forward to inform the Court on their collection procedures. By statute a county may contract with a collection firm for the collection of debts more than 60 days past due. When cases are received, the missing data is entered, letters are sent out, phone calls made and instructions are given about making payments directly to the Courts. We have authorization from JP 1 to set up payment plans. The floor is \$50 a month for hard luck cases. If letters are returned without a forwarding address, the debt will be skip traced to locate a new address or phone number. If one is found, a letter is resent or a call is made. Ms. Minett said they use LexisNexis People Finder for skip tracing.

Gay McCall's collection results are 45% resolved from 2007-2014. Resolved cases since Odyssey are 43% from JP 1. The total collected by Gay McCall since 2007 is \$2,981,829. They are trying to find ways to increase those numbers. In an attempt to settle unpaid accounts, JP 1 intends to start offering reduced fines and fees if paid in full. The idea would be to give Gay McCall that authority and they would stay within established parameters. Another option is for Gay McCall to be able to accept payment if a call is received as opposed to redirecting the call to the Courts. Software options were explored, such as Experian, which offers collection prioritization. Experian considers the credit score whereas LexisNexis just looks at addresses. This would show up if someone is trying to purchase something. Another option is updating RevQ because it talks directly to the Odyssey system. This would allow Gay McCall to get the files immediately after the internal collections process.

David McCall, Esquire, Gay McCall, told the Court they are looking forward to working with Judge Raleeh.

Stacey Kemp, County Clerk, presented a Power Point presentation on the Justice Court Collection process. Requirements for the program are a dedicated staff, payment plan, compliance monitoring and proper reporting. During the FY 2013 Budget Cycle, two full-time positions were approved for the collection of outstanding courts costs, fines and fees in the Justice Courts. One position was filled immediately and one held in contingency pending collection results. On November 26, 2012, the first position was filled and dedicated to collections for Justice Court 1. The initial caseload from JP 1 consisted of more than 6,000 old cases totaling \$1.8 million from 2010 to 2013. In 2013 one clerk made 5,200 calls and sent 8,600 letters.

Contact information is obtained using RevQ which is the collections database; Odyssey, the court management database; or by reviewing a copy of the citation. If a phone number is available, the clerk will call the party, verify contact information and inform them of the outstanding balance. A letter of delinquency is mailed the same day. Follow up is every two weeks until the balance is paid in full. In truancy cases, if the clerk cannot locate the defendant or the defendant's parents, the clerk will contact the school listed on the citation. Ms. Kemp then explained the process for warrant cases.

When delinquency letters are returned, a note is entered in RevQ that the address is not valid. Odyssey is checked for a more current address and if none is found, the clerk runs a check in Masterfiles which is a skip tracing service provider. All addresses found are entered in the RevQ database.

In JP 1, dollars assessed totaled almost \$2.5 million of which \$420,964 was collected. These are actual dollars and not jail credits or time served. Payment is made directly to the JP office. Ms. Kemp explained JP 1 accepts payment plans and payments are accepted via phone, online, by mail or in person. JP 3-1 only accepts payments in full and these payments must be made in person or by mail. Commissioner Webb asked if Commissioners' Court has legal authority to ask a JP to accept a payment plan. Mr. Bilyeu explained state law requires a payment plan to be set up if it is requested, but how the payment plan is structured is determined by each JP independently. Judge Ruckle, Precinct 3-1, said he thought the computer didn't allow for a payment plan. Mr. Bilyeu said the system does allow for it.

Ms. Kemp said JP 3-2 has shown interest in utilizing the Court Collections Program but is still undecided, and JP 4 will participate but it is unknown when they will begin. JP 2 has elected not to transfer cases to the Court Collections Program. There was a brief discussion regarding convenience fees for online payments.

Mr. Bilyeu said their studies have shown that payment plans have not made a difference. Legislature said counties and cities are leaving a lot of money on the table. JPs had to go through a work flow and document how they do collections. Judge Yarbrough's Court, JP 4, does not use third-party collections. They send postcards, then a reminder that an arrest warrant has been issued. They do the same steps as a collection agency except looking for addresses.

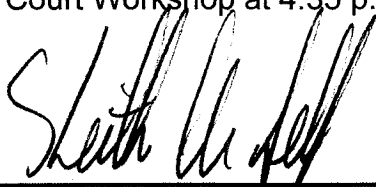
All JPs are very close in their collection results. The study has shown that whether collections are sent to a third party or the County Clerk's office, everyone pays at about the same rate. At this point Mr. Bilyeu cannot determine if outsourcing or utilizing the County Clerk's Collection Program makes a substantial impact. He suggested putting Judge Yarbrough's court with another third-party collections source. He also suggested making some of the changes that Gay McCall has suggested. Warrant roundups have not been successful. Blocking the driver's license will help but it could take six years before they pay. He suggested putting out an RFQ (Request for Quote) to select another third party vendor and look at it again next year. With Omni it is a flat \$30 fee, whereas a third-party collection agency collects 30%.

The study has shown there is no significant difference between Gay McCall, the County Clerk's program or keeping the collections with the JPs. If the collection rates don't go up, Mr. Bilyeu's recommendation is to do the postcard process that JP 4 is doing. There was a brief discussion regarding blocking vehicle registration until fines are paid.

Judge Raleeh came forward to say the County Clerk's Collection Program created a buzz of activity and he would like to continue with this program. If another third-party collection agency is brought in, he would like it to work for another JP court. Judge Self would like a control case. JPs who utilize internal collections are Precincts 2, 3-1 and 3-2. JP 1 collections would go to Ms. Kemp and JP 4 collections would go to Gay McCall. Commissioner Webb feels the old debt is skewing the numbers, and while collection efforts will continue on the old debt, the numbers won't be used in the comparisons. Judge Self thanked everyone for their work on this. He recommended when budget preparations are started for FY 2016, they can make a decision based on more than one year of data. (Time: 4:35 p.m.)

**NO ACTION TAKEN**

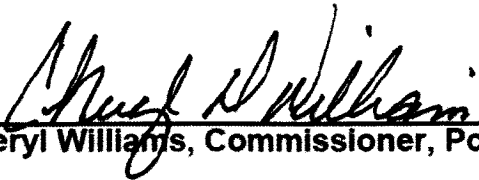
There being no further business of the Court, Judge Self adjourned the Commissioners' Court Workshop at 4:35 p.m.



Keith Self, County Judge



Mark Reid, Commissioner, Pct. 1



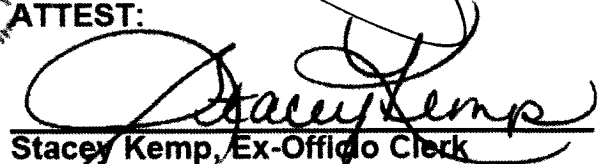
Cheryl Williams, Commissioner, Pct. 2



Chris Hill, Commissioner, Pct. 3



Duncan Webb, Commissioner, Pct. 4



Stacey Kemp, Ex-Officio Clerk  
Commissioners' Court  
Collin County, T E X A S

