

State of Texas	§	Court Order
Collin County	§	2020-455-06-01
Commissioners Court	§	

An order of the Commissioners Court approving the filing of the May 4, 2020 minutes.

On Monday, May 4, 2020 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 Chris Hill
Commissioner Susan Fletcher, Precinct 1
Commissioner Cheryl Williams, Precinct 2
Commissioner Darrell Hale, Precinct 3
Commissioner Duncan Webb, Precinct 4

Judge Chris Hill led the invocation.
Commissioner Williams led the Pledge of Allegiance.
Commissioner Fletcher led the Pledge of Allegiance to the Texas Flag.

1. Judge Hill called to order the meeting of the Collin County Commissioners Court at 1:30 p.m. and recessed at 1:38 p.m. The Judge reconvened the meeting at 1:39 p.m. and immediately recessed into Executive Session. The meeting was reconvened at 3:29 p.m. and adjourned at 4:58 p.m.

President Hill called to order the meeting of the Collin County Health Care Foundation at 1:38 p.m. and adjourned the meeting at 1:38 p.m.

President Hill called to order the meeting of the Collin County Toll Road Authority at 1:39 p.m. and adjourned the meeting at 1:39 p.m.

FYI NOTIFICATION

1. AI-48361 Intra-County account transfers transmitted on April 9, 2020, Auditor
2. AI-48339 County overtime for the pay period ended April 19, 2020, Human Resources.
3. AI-48364 Turnover, Human Resources.
4. AI-48363 Voluntary terminations, Human Resources.

5. AI-48326 Contract Change Order No. 2 to Underground Storage Tank Insurance (Contract No. 2018-157) with McGriff, Seibels & Williams, Inc. to renew the policy for the period of May 9, 2020 through and including May 8, 2021, Human Resources.

6. AI-48285 Addendum No. 1 and No. 2 to Postmortem Toxicology (IFB No. 2020-140) to make various changes to the Invitation for Bid, Purchasing.

7. AI-48286 Addendum No. 1 to Temporary Personnel Services (RFP No. 2020-214) to make various changes to the Request for Proposal, Purchasing.

2. Public Comments will be accepted at comments@collincountytx.gov until 1:30p.m.

Judge Hill said for the past several weeks comments have been taken by email. The public can continue to submit their comments by email and they will be entered and shared with the court members. The Judge said the meeting is open to the public again and asked if anyone would like to make a comment. Hearing no comments, the public comments session was closed. (Time 1:32 p.m.)

3. Presentation/Recognition.

4. **Consent agenda to approve:** Judge Hill pulled item 4d1 for a future court. Commissioner Webb pulled items 4f1, 4f2 and 4f3. With no further comments, a motion was made to approve the remainder of the consent agenda. (Time 1:33 p.m.)

Motion by: Commissioner Susan Fletcher
Second by: Commissioner Cheryl Williams
Vote: 5 – 0 Passed

a. AI-48337 Disbursements for the period ending April 28, 2020, Auditor.

COURT ORDER NO. 2020-327-05-04

b. AI-48338 Indigent Defense Disbursements, Auditor.

COURT ORDER NO. 2020-328-05-04

c. AI-48284 Tax refunds totaling \$1,377,735.19, Tax Assessor-Collector.

COURT ORDER NO. 2020-329-05-04

d. Advertisement(s):

1. AI-48343 Janitorial Services (RFP No. 2020-115), Facilities.

HELD

2. AI-48370 Sale of Real Property, Southeast Corner of Houston St. and College St., Anna ETJ, Collin County, TX - 10,000 SQ. FT. (IFB No. 2020-263), Special Projects.

COURT ORDER NO. 2020-330-05-04

e. Award(s):

1. AI-48312 Janitorial Supplies (Coop. Quote No. 2020-141) to various vendors, Facilities.

COURT ORDER NO. 2020-331-05-04

2. AI-48345 Herbicide Treatment of Roadside ROW & Encroachments (IFB No. 2020-054) to NaturChem, Inc., Public Works.

COURT ORDER NO. 2020-332-05-04

f. Agreement(s):

1. AI-48265 Memorandum of Understanding between North Texas Regional Veterans Court and Smart Start, Inc. for alcohol monitoring and reporting operations, 296th District Court.

Commissioner Webb said he pulled this item along with item 4f2 to propose a change in the wording. Technically, the memorandum is not between the “members” of Smart Start Inc. and Recovery Monitoring Solutions Corporation and the wording would need to be changed. The Commissioner handed out an example of his proposed changes and explained which portions will be changed. Commissioner Webb said these grant funds run out in June of this year, and the agreements state the funding will stay in place indefinitely. Language was added stating the agreement is subject to the availability of grant funds. With no further discussion, a motion was made to approve the item with the changes made. (Time 1:36 p.m.)

Motion by: Commissioner Duncan Webb

Second by: Commissioner Susan Fletcher

Vote: 5 – 0 Passed

COURT ORDER NO. 2020-333-05-04

2. AI-48266 Memorandum of Understanding between North Texas Regional Veterans Court and Recovery Monitoring Solutions Corporation for alcohol monitoring and reporting operations, 296th District Court.

This item was discussed with item 4f1. Commissioner Webb said the same changes will apply to this memorandum. With no further comments, a motion was made to approve this item with the changes made. (Time 1:37 p.m.)

Motion by: Commissioner Duncan Webb

Second by: Commissioner Susan Fletcher

Vote: 5 – 0 Passed

COURT ORDER NO. 2020-334-05-04

3. AI-48362 Memorandum of Understanding - Closed Point of Dispensing Site Agreement between Collin County, acting through the Collin County Health Care Services/Collin County Emergency Management, and a company to serve as a closed point of dispensing operations site, Health Care.

Commissioner Webb proposed to remove the words “the staff of” in the first sentence of this memorandum. A motion was made to approve this item with the change made. (Time 1:38 p.m.)

Motion by: Commissioner Duncan Webb

Second by: Commissioner Susan Fletcher

Vote: 5 – 0 Passed

COURT ORDER NO. 2020-335-05-04

Judge Hill recessed Commissioners Court at 1:38 p.m. and called to order the Health Care Foundation and Toll Road Authority. The meeting was reconvened at 1:39 p.m.

4. AI-48332 2020 Lake Patrol Contract with the US Army Corps of Engineers, Fort Worth District to provide additional patrol of Lake Lavon from May 16, 2020 through and including September 12, 2020, Sheriff.

COURT ORDER NO. 2020-336-05-04

5. AI-48357 Joint Law Enforcement Operations Task Force Modification Document with the United States Marshals Services, Sheriff.

COURT ORDER NO. 2020-337-05-04

g. Amendment(s):

1. AI-48344 Amendment to Subscription License and Services Agreement, Modria Online Dispute Resolution (Contract No. 2019-079) with Tyler Technologies for the addition of SMS text messaging functionality, Information Technology.

COURT ORDER NO. 2020-338-05-04

h. Change Order(s):

1. AI-48236 No. 1 to Construction, Road, Outer Loop Access Road from Dallas Pkwy. to East of SH 289 (IFB No. 2019-109) with Mario Sinacola & Sons Excavating, Inc. to make various changes to the contract, and further authorize the Purchasing Agent to finalize and execute same, Special Projects.

COURT ORDER NO. 2020-339-05-04

i. Receive and File, Auditor:

1. Audit Reports (3rd and 4th Quarter FY2019):

a. AI-48145 Animal Services.

COURT ORDER NO. 2020-340-05-04

b. AI-48147 Constable, Precinct 1.

COURT ORDER NO. 2020-341-05-04

c. AI-48148 Constable, Precinct 2.

COURT ORDER NO. 2020-342-05-04

d. AI-48149 Constable, Precinct 3.

COURT ORDER NO. 2020-343-05-04

e. AI-48150 Constable, Precinct 4.

COURT ORDER NO. 2020-344-05-04

f. AI-48151 County Clerk.

COURT ORDER NO. 2020-345-05-04

g. AI-48152 Community Supervision and Corrections Department.

COURT ORDER NO. 2020-346-05-04

h. AI-48153 Development Services.

COURT ORDER NO. 2020-347-05-04

i. AI-48154 District Attorney.

COURT ORDER NO. 2020-348-05-04

j. AI-48155 District Clerk.

COURT ORDER NO. 2020-349-05-04

k. AI-48156 Elections.

COURT ORDER NO. 2020-350-05-04

l. AI-48157 Fire Marshal.

COURT ORDER NO. 2020-351-05-04

m. AI-48158 Justice of the Peace, Precinct 1.

COURT ORDER NO. 2020-352-05-04

n. AI-48159 Justice of the Peace, Precinct 2.

COURT ORDER NO. 2020-353-05-04

o. AI-48160 Justice of the Peace, Precinct 3-1.

COURT ORDER NO. 2020-354-05-04

p. AI-48161 Justice of the Peace, Precinct 3-2.

COURT ORDER NO. 2020-355-05-04

q. AI-48162 Justice of the Peace, Precinct 4.

COURT ORDER NO. 2020-356-05-04

r. AI-48163 Juvenile Probation.

COURT ORDER NO. 2020-357-05-04

s. AI-48164 Law Library.

COURT ORDER NO. 2020-358-05-04

t. AI-48165 Medical Examiner.

COURT ORDER NO. 2020-359-05-04

u. AI-48166 Myers Park.

COURT ORDER NO. 2020-360-05-04

v. AI-48167 Public Works.

COURT ORDER NO. 2020-361-05-04

w. AI-48168 Sheriff.

COURT ORDER NO. 2020-362-05-04

x. AI-48170 Tax Assessor-Collector.

COURT ORDER NO. 2020-363-05-04

2. Annual Inventory Audit Reports (FY2019):

a. AI-48244 Computer Parts Warehouse.

COURT ORDER NO. 2020-364-05-04

b. AI-48245 Facilities and Facilities Janitorial.

COURT ORDER NO. 2020-365-05-04

c. AI-48246 Fuel.

COURT ORDER NO. 2020-366-05-04

d. AI-48249 Justice Center and Minimum Security Kitchens.

COURT ORDER NO. 2020-367-05-04

e. AI-48248 Parts Warehouse.

COURT ORDER NO. 2020-368-05-04

f. AI-48250 Sheriff's Office - Quartermaster.

COURT ORDER NO. 2020-369-05-04

g. AI-48253 Stockpiles and Culverts.

COURT ORDER NO. 2020-370-05-04

h. AI-48254 Support Services.

COURT ORDER NO. 2020-371-05-04

3. Audit Reports (1st, 2nd, 3rd and 4th Quarter FY2018):

a. AI-48243 Animal Shelter (1st, 2nd, 3rd, & 4th Quarter FY2018).
COURT ORDER NO. 2020-372-05-04

b. AI-48242 Constable, Precinct 3 (1st, 2nd, 3rd, & 4th Quarter FY2018).
COURT ORDER NO. 2020-373-05-04

c. AI-48247 Justice of the Peace, Precinct 3-2 (1st, 2nd, 3rd, & 4th Quarter FY2018).
COURT ORDER NO. 2020-374-05-04

4. AI-48289 Community Supervision and Corrections Department (3rd and 4th Quarter FY2018).
COURT ORDER NO. 2020-375-05-04

5. AI-48251 Sheriff's Office (2nd, 3rd, & 4th Quarter FY2017).
COURT ORDER NO. 2020-376-05-04

6. AI-48359 Monthly Financial Reports for November 2019.
COURT ORDER NO. 2020-377-05-04

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

1. AI-48354 April 6, 2020.
COURT ORDER NO. 2020-378-05-04

2. AI-48350 April 13, 2020.
COURT ORDER NO. 2020-379-05-04

k. Miscellaneous

1. AI-48377 Sale of property Collin CAD No. R1084036008B1 - Melissa Original Donation (CML), Blk 36, Lot 8B, as recorded in the Collin County Deed Records to the City of Melissa upon the payment of \$50, Commissioners Court.

COURT ORDER NO. 2020-380-05-04

2. AI-48368 Personnel Appointments, Human Resources.
COURT ORDER NO. 2020-381-05-04

3. AI-48369 Personnel Changes, Human Resources.
COURT ORDER NO. 2020-382-05-04

GENERAL DISCUSSION

5. AI-48348 COVID-19 Update, Administrative Services.

Bill Bilyeu, County Administrator, said all Collin County buildings were reopened to the public last Friday. Facilities, the Fire Marshal and IT had ensured the County was ready for the reopening. Plexiglas shields were installed in offices that needed it for interactions with the public. The Fire Marshal has been distributing the PPE masks to County offices. Gloves were not an option because they would need to be changed after each interaction. A friend of Commissioner Hale donated masks to the County. The masks were in packs and people were questioning the cost.

Michalyn Rains, Purchasing, has been sending updates on acquisitions and delivery dates. She will be working with the Auditor on some of the purchases that require transfers on the date of receipt. In the short term, Ms. Rains will try to use P-Cards for these purchases. The Court may begin to see agenda items listing the supplies ordered for preapproval. Mr. Bilyeu said thermometers are in high demand.

Public Works is assisting Facilities with cleaning and sanitizing until the demand is determined. Mr. Bilyeu said they will also be working with the housekeeping contractor to take over in order to determine true costs. Monika Arris, Budget, has been working with departments to accumulate COVID-19 costs and planned expenditures. This would include permanent improvements like glass and striping. The estimated cost for these improvements ranges between \$4 million to \$4.5 million. Judge Hill asked if the permanent improvement projects would still need to be approved by the court. Mr. Bilyeu said they would need Court approval and Bill Burke, Construction and Planning, is building a time frame needed for these improvements. If the time frame cannot be met, they would not be presented to the Court. There was a brief discussion regarding potential improvement projects and costs.

The State of Texas has entered into a consulting contract with a vendor to take over the Public Health Contact component for COVID-19 related issues. The State's initial goal was to start handling all COVID-19 cases by Wednesday. This would include doing the contact verifications and the leads. The cases the County has been tracking will need to be uploaded into their format in order to send to the State. Doing all this by Wednesday may not be manageable. The goal over the next few weeks is for the County to convert all the contacts to the State. There was a lengthy discussion regarding what will ensue from this change.

Commissioner Webb asked if a message could be added to the County website stating the State is taking over the reporting. Judge Hill said something similar was done stating the negative tests results were no longer going to be reported because the State would not be sending the County that information. This created a frenzy with people asking why that information would not be shared. However, the State kept sending the negative tests, and it was decided to take the disclaimer off. Judge Hill said citizens want to see the data, and this is a trust issue with

transparency. Mr. Bilyeu said this will be a significant change for the public, but the data will be from a single source and there will be consistency from county to county.

Mr. Bilyeu said over the weekend there were several hotspots with multiple cases which included nursing homes and facilities. When this happens, the State does testing and monitors the situations causing a bump leading into the weekend. Candy Blair, Health Care, was on a conference call with the State regarding the testing, and an update will be available tomorrow.

There are some decisions needed in the next few weeks on the allocation of funds from the CARES (Corona Virus Aid, Relief, and Economic Security) Act fund. LifePath is on the list for funding because one of the CARES Act funding pieces is the mental health component. Tammy Mayhem, LifePath Director, sent a memo projecting what could be added that is COVID-19 related. Another item to consider is testing for uninsured citizens. The process could have people submit an application for approval and get a certificate that could be taken to pre-contracted labs for testing. This would be used as a payment voucher to have the testing done. At this point, it is proposed that the testing be done by swabs. The costs are being collected from doctors and clinics for providing this service. The Court discussed the options and costs for the testing service for those without insurance.

Mr. Bilyeu said the testing of uninsured citizens will coincide with the State taking over the lab work portion. Therefore, some of the employees that have been repurposed and are dealing with contacts and leads could be repurposed if we become overloaded with the uninsured testing. The demand for testing has decreased, and many people want to test for the antibody to determine if they have had the virus. Judge Hill asked if the Court was ready to put this program out for testing all uninsured Collin County citizens. Mr. Bilyeu said they would need about ten days and are working on the application now. They have been working with providers to ensure they would accept it and have a billing relationship with the County. Judge Hill said this item will be posted next week to take action on expenditure of funds. The Commissioners agreed to put money aside for this expenditure.

Mr. Bilyeu said the other part of this is the internal part regarding insurance coverage for employees. Testing for employees that are in direct contact with the public will be expanded. There is an interest in FDA approved antibody tests because the County would receive the lab work. For the public, we would like swab testing, and for employees we would like to have the antibody and swab testing. The testing for nursing homes and elders is being handled by the State.

The Court needs to give direction on what supplies will need to be stockpiled for the long run. A couple of factors to consider are that supplies go stale, and will the County be purchasing to support its operations or others. Another factor is the County will be competing with hospitals, the State and the Federal Government. Even if the County is getting small discounts, it is still paying a premium compared to what the normal market costs are. When allocating the funds, the Court will need to consider how much will be put into supplies. Commissioner

Hale said he was in contact with an employee of 3M and said all manufacturing is FEMA (Federal Emergency Management Agency) controlled and directed at the Federal level. There was a lengthy discussion regarding costs.

The hazard salary stipend will need to be reviewed by the Court to determine how long it will continue. Remodeling and mobile technology will also need to be considered for the allocation of funds. There are four entitlement cities in the County that participate in the CDBG (Community Development Block Grant) Program. They have received a nominal amount for COVID-19 purposes which has gotten them up and running again. These city housing directors have volunteered to take over housing, mortgage or rental assistance programs for County-wide residents with the exception of Dallas. An example of a process already in place is how the work load would be divided by zip codes. They deal through non-profits that would assist and take training from HUD (Housing and Urban Development). The Court should consider not only housing and rental assistance, but also emergency food and utility assistance. These three categories could go into a pot and the city housing directors have a distribution method that is fully auditable. Next week the Court will determine whether the County will enter into an inter-local agreement with these four cities. It would take all four cities to agree because the workload may be overwhelming for just one of the cities. Judge Hill asked if they could be up and running by May 18th. Mr. Bilyeu said, because of contracts needed, the estimated date is June 1st. The Judge asked if the process could be expedited. The Court had a brief discussion regarding evictions and timelines.

Economic Development is another item for the Court to consider and determine how to handle money for helping businesses. Kerry Shulman, Business Process Engineer, has been reaching out to various groups to determine who could run this portion. The hope is to let the cities handle this. The city of McKinney has started a process and opened a portal that runs for ten days with a \$1,500 cap. Economic grants to businesses are very unique and usually run through a County EDC (Economic Development Collaborative). This route is a different piece to it. Other counties have been going with a company called Lyft Loans which are forgivable loans. This is a small private company that has a fee structure. The County has looked at the cities and consultants to operate this process, and whoever takes it on will require short term staffing. Commissioner Fletcher said other cities and counties have required the businesses to have fewer than 50 employees, be located within jurisdictional limits, be current on taxes and payroll, and registered with the State Comptroller. Mr. Bilyeu said the Court will also need to decide what amount is worthwhile for a small business to help it survive.

Mr. Bilyeu said cities have the same expenses and needs as the County. It is being proposed that allocation is based on city population so that they can use it in the same manner. This could be mobile technology, testing expansion, Plexiglas or other structures. The funds cannot be used for budgeted items. It would only be for COVID-19 items. The cities are in the process of collecting the true out-of-pocket costs.

Judge Hill asked if the County would still be the accountable agency for this type of partnership with the cities in which the County is helping with incurred costs. Mr. Bilyeu said the County would be the accountable agency in

this case. The Judge said the County Auditor would still be responsible, and the cities will need to report to the County.

Judge Hill said he would like the Court to work on putting together a framework of categories with amounts. Everything would be taken under advisement, and a document would be drafted for the Court to consider on Monday. Commissioner Hale said there were a few things on the list LifePath provided that seemed to be borderline for CARES Act coverage and clarification will be needed to ensure it follows guidelines. The Commissioner said an example would be money for outreach to send out mailings, and this is a general funding task that is not specific to COVID-19. Commissioner Williams said, in this type of emergency situation, trends show there are more suicides and depression. The point of the mailings is outreach to let people know there are additional services.

Commissioner Fletcher said it would be helpful to know what amounts are attached to items that have been discussed. With this information the Court could discuss all the other things the Court would like to do. The Commissioner would like numbers on what has been spent on supplies so far and then projected costs that may be spent in certain areas. Commissioner Hale explained the items he had listed with estimated amounts, and Commissioner Webb shared the amounts he came up with for allocating to different buckets.

Commissioner Webb said he would like to ensure that it is publicized and made very clear that these funds are coming from Collin County Grants. Also, there should be a requirement that anyone acquiring these funds would have had to be a Collin County resident at a certain date. Commissioner Fletcher suggested using the date that the CARES Act became available which was March 1st. On the orders it also needs to be clear that this money is coming exclusively from the CARES Act and no other source. Once the money is gone, it's gone.

Commissioner Fletcher will get more information from Meals on Wheels to determine if they need additional funding. The Commissioner said she will also try to get information for additional costs for family violence and child abuse. Commissioner Hale asked if there is anything that can be done for the JP (Justice of the Peace) Courts with visiting Judges, and what the costs would be in order to catch up. Mr. Bilyeu said the demand is on the other side with the Constable and service fees. Judge Hill said once an eviction has been ordered there is a clock running to serve and evict. If the JP Courts are very productive on eviction orders, the Constables may have a hard time keeping up.

Judge Hill said everyone would have work to do this week for the upcoming meeting on Monday. The County reopened for general unscheduled public visits, and this morning there was a line around the building. For the first few hours social distancing was not achieved. Once the initial demand was over, the situation was handled well. The County is still open online, by phone and mail and is pleased to serve citizens without having them come to the office. (Time: 4:58 p.m.)

NO ACTION


6. AI-48349 COVID-19 Executive Orders, County Judge.

NO ACTION

EXECUTIVE SESSION

Judge Hill recessed Commissioners Court into Executive Session at 1:39 p.m. under Chapter 551.071 to consult with the County attorney regarding the COVID-19 update and Executive Orders. The meeting was reconvened at 3:29 p.m. and returned to item 5 on General Discussion.


The meeting was adjourned at 4:58 p.m.



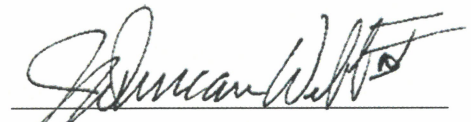
Chris Hill, County Judge



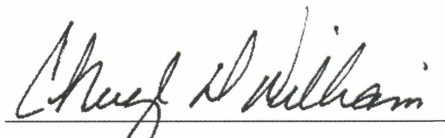
Darrell Hale, Commissioner, Pct 3



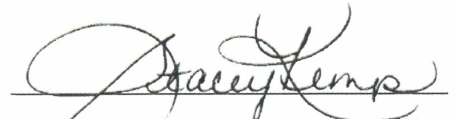
Susan Fletcher, Commissioner, Pct 1



Duncan Webb, Commissioner, Pct 4



Cheryl Williams, Commissioner, Pct 2



ATTEST: Stacey Kemp, County Clerk