



OFFICE OF THE SHERIFF  
COLLIN COUNTY, TEXAS

JIM SKINNER, SHERIFF

Date: Tuesday, July 21, 2020

To: Linda Riggs, County Auditor

From: Sheriff Jim Skinner

JS

Re: Certification that 19 MDCs Purchased with CARES Act Funds Will Support Patrol

In AI-48764 (July 20), the Commissioners Court approved my Office's request to use CARES Act funds to purchase 19 mobile data computers (MDCs) for deputy sheriffs in Administration and in the Criminal Investigation Section (CIS) as part of the SO's response to the COVID-19 public-health emergency.<sup>1</sup> These 19 MDCs will improve the SO's telework capabilities and equip 19 more deputy sheriffs to be able to respond to 9-1-1 and other calls for service during the emergency. As part of our pandemic response, my Office will modify the job descriptions for the 19 deputies who will receive these MDCs to require them to respond to emergency and other calls dispatched by the Communications Center in support of the Patrol Section.

Under the CARES Act, Pub. L. No. 116-136, a county must use the federal funds to cover only those costs that "are necessary expenditures incurred due to the public health emergency."<sup>2</sup> Under Treasury's *Guidance*, a permissible use of funds is to "improve telework capabilities" to enable compliance with public-health precautions for COVID-19,<sup>3</sup> and public-health authorities recommend remote work.<sup>4</sup> In a July 17 email, Windy Johnson, Program Manager, Texas

<sup>1</sup> See Governor's Proclamation, at 1 (July 10, 2020) (renewing the declaration of a state of disaster related to COVID-19 for all Texas counties under Chapter 418, Government Code), [https://gov.texas.gov/uploads/files/press/DISASTER\\_renewing\\_covid19\\_disaster\\_proclamation\\_IMAGE\\_07-10-2020.pdf](https://gov.texas.gov/uploads/files/press/DISASTER_renewing_covid19_disaster_proclamation_IMAGE_07-10-2020.pdf).

<sup>2</sup> 42 U.S.C. § 801(d)(1).

<sup>3</sup> See U.S. Treasury, Coronavirus Relief Fund Guidance for State, Territorial, Local, and Tribal Governments Updated Jun 30, 2020, at 3 ("Expenses of actions to facilitate compliance with COVID-19-related public health measures, such as . . . (Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions."), <https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Guidance-for-State-Territorial-Local-and-Tribal-Governments.pdf>.

<sup>4</sup> See CISA, Guidance on the Essential Critical Infrastructure Workforce: Ensuring Community and National Resilience in COVID-19 Response, v.3.1, at 4 (May 19, 2020) ("5. Workers should be encouraged to work remotely when possible and focus on core business activities. In-person, non-mandatory activities should be delayed until the resumption of normal operations."), [https://www.cisa.gov/sites/default/files/publications/Version\\_3.1\\_CISA\\_Guidance\\_on\\_Essential\\_Critical\\_Infrastru](https://www.cisa.gov/sites/default/files/publications/Version_3.1_CISA_Guidance_on_Essential_Critical_Infrastru)

Conference of Urban Counties wrote that counties were required to submit an interim report on their use of CARES Act funds, and she noted that counties “need only report totals by the following broad categories” letter (d) of which was “amount spent to improve telework capabilities of public employees.”<sup>5</sup>

Here, the 19 new MDCs will equip 19 deputy sheriffs in the command staff and CIS to work patrol duties—one of the SO’s core functions. The SO has also made responding to calls for service in support of Patrol a mandatory job function of these deputies during the remainder of the public-health emergency.

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cture Workers 0.pdf; OSHA, Guidance on Preparing Workplaces for COVID-19, at 9 (recommending that employers explore whether they can establish flexible worksites and telecommuting), <https://www.osha.gov/Publications/OSHA3990.pdf>; Letter from Texas Health & Human Services to Texas Employers, at 1 (May 7, 2020) (encouraging employers to implement “telework” and social distancing), <https://www.dshs.texas.gov/coronavirus/business.aspx>; Tex. Health & Human Services, Checklist for All Employers and Event Organizers, at 2 (July 3, 2020) (“Continue to encourage individuals to work remotely if possible.”), <https://www.dshs.texas.gov/coronavirus/opentexas.aspx#protocols>.

<sup>5</sup> Email from Windy Johnson, Program Manager, Texas Conference of Urban Counties, to All Urban Counties, at 2 (July 17, 2020), attached.

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**From:** Windy Johnson <Windy@cuc.org>

**Date:** July 17, 2020 at 11:08:45 AM CDT

**To:** Windy Johnson <Windy@cuc.org>

**Subject:** Urban County News; July 17, 2020, Coronavirus Relief Fund Reporting and Updated Guidance

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## **Coronavirus Relief Fund Reporting and Updated Guidance**

July 17, 2020

To All Urban Counties

Counties that received a direct payment from the U.S. Treasury from the Coronavirus Aid, Relief and Economic Security Act (CARES) are responsible to file an interim report that is due today, July 17, 2020. By no later than July 17, 2020, each recipient of direct funds is responsible for reporting costs incurred during the period of March 1 through June 30, 2020.

For this interim report, direct recipients need only report totals by the following broad categories:

- a) Amount transferred to other governments;
- b) Amount spent on payroll for public health and safety employees;
- c) Amount spent on budgeted personnel and services diverted to a substantially different use;



- d) Amount spent to improve telework capabilities of public employees;
- e) Amount spent on medical expenses;
- f) Amount spent on public health expenses;
- g) Amount spent to facilitate distance learning;
- h) Amount spent providing economic support;
- i) Amount spent on expenses associated with the issuance of tax anticipation notes; and
- j) Amount spent on items not listed above.

A July 2<sup>nd</sup> memo from Treasury detailing reporting and retention requirements can be found at the following link: <https://home.treasury.gov/system/files/136/IG-Coronavirus-Relief-Fund-Recipient-Reporting-Record-Keeping-Requirements.pdf>.

Recipients should consult Treasury's guidance and Frequently Asked Questions in reporting costs incurred during the period March 1 through June 30, 2020. Interim reporting information should be submitted to [CARES@oig.treas.gov](mailto:CARES@oig.treas.gov).

The U.S. Treasury released updated [Frequently Asked Questions](#) and [Guidance](#) on the \$150b Coronavirus Relief Fund (CRF) authorized under the CARES Act. Included in the guidance is additional information pertaining to CRF dollars and payroll expenses, reporting requirements for direct CRF recipients.

Counties that received a direct allocation from Treasury:

- Bexar
- Collin
- Dallas
- Denton
- El Paso
- Fort Bend
- Harris
- Hidalgo
- Montgomery
- Tarrant
- Travis
- Williamson

Please contact me if I may be of additional assistance on this or any other matter.

Windy Johnson | Program Manager  
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