

**An order of the Commissioners Court approving the filing of the September 21, 2020 minutes.**

On Monday, September 21, 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 Cheryl Williams, Precinct 2  
Commissioner Darrell Hale, Precinct 3  
Commissioner Duncan Webb, Precinct 4

Absent: Commissioner Susan Fletcher, Precinct 1

Commissioner Hale led the invocation  
Judge Hill led the Pledge of Allegiance  
Commissioner Williams 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 adjourned the meeting at 3:15 p.m.

President Hill called to order the meeting of the Collin County Health Care Foundation at 3:15 p.m. and adjourned the meeting at 3:15 p.m.

President Hill called to order the meeting of the Collin County Toll Road Authority at 3:15 p.m. and adjourned the meeting at 3:15 p.m.

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

1. AI-49004 FY2021 Non-Pay for Performance salary increases, Human Resources.
2. AI-49142 Personnel Appointments, Human Resources.
3. AI-49143 Personnel Changes, Human Resources.

4. AI-49134 Services: Juvenile Sex Offender Counseling (RFP No. 2020-399), Juvenile Probation.

**FYI NOTIFICATION**

1. AI-49065 P-Card disbursements, Auditor.

2. AI-49111 Intra-County transfers transmitted on September 3, 2020, Auditor.

3. AI-49137 County overtime for the pay period ended August 23, 2020, Human Resources.

4. **Notification of budget adjustment(s)/amendment(s), Auditor:**

a. AI-49110 \$24,508,735 for year-end savings as discussed in the FY 2021 Budget Workshop, Budget.

2. **Public Comments**

3. **Presentation/Recognition.**

4. **Consent agenda to approve:** Judge Hill asked for comments on the consent agenda. Commissioner Webb pulled item 4l2. Hearing no other comments, a motion was made to approve the remainder of the consent agenda. (Time 1:33 p.m.)

Motion by: Commissioner Duncan Webb

Second by: Commissioner Darrell Hale

Vote: 4 – 0 Passed

a. AI-49116 Disbursements for the period ending September 15, 2020, Auditor.

COURT ORDER NO. 2020-874-09-21

b. AI-49117 Indigent Defense Disbursements, Auditor.

COURT ORDER NO. 2020-875-09-21

c. **Advertisement(s):**

1. AI-49047 Construction, Road, Frontier Parkway (CR 5) Paving and Drainage Improvements (CSP No. 2020-303), Engineering.

COURT ORDER NO. 2020-876-09-21

2. AI-49129 Online Auctioneering Services (RFP No. 2020-229), Purchasing.

COURT ORDER NO. 2020-877-09-21

**d. Award(s):**

1. AI-49124 County Wireless Upgrade/Installation (Coop. Quote No. 2020-342) to DISYS Solutions, Inc. utilizing DIR Contract No. DIR-TSO-4167, Information Technology.

COURT ORDER NO. 2020-878-09-21

2. AI-49128 Firearms, Conducted Electrical Weapons & Accessories (IFB No. 2020-294) to various vendors, Sheriff.

COURT ORDER NO. 2020-879-09-21

**e. Agreement(s):**

1. AI-49014 Maintenance Contracts for Motorola Radio System with Motorola Solutions, Inc. for SmartNet/Conventional Onsite Infrastructure onsite response and Network Management, and further authorize the Purchasing Agent to finalize and execute same, Information Technology.

COURT ORDER NO. 2020-880-09-21

2. AI-49125 Interlocal Cooperative Purchasing Agreement with the Town of Trophy Club, Purchasing.

COURT ORDER NO. 2020-881-09-21

3. AI-49130 Interlocal Cooperative Purchasing Agreement with Smith County, Purchasing.

COURT ORDER NO. 2020-882-09-21

4. AI-49135 Interlocal Cooperative Purchasing Agreement with El Paso County, Purchasing.

COURT ORDER NO. 2020-883-09-21

5. AI-49071 Interlocal Jail Services Agreement (Agreement No. 2020-409) with the City of Anna effective October 1, 2020 through and including September 30, 2021, Sheriff.

COURT ORDER NO. 2020-884-09-21

f. **Amendment(s):**

1. **AI-48988** No. 1 to Insurance, Third Party Claims Administrator (Contract No. 2017-254) with TRISTAR Risk Management, Inc. to extend the contract for one (1) year through and including September 30, 2021, make various changes to the contract, and further authorize the Purchasing Agent to finalize and execute same, Human Resources.

**COURT ORDER NO. 2020-885-09-21**

2. **AI-49035** No. 1 to Professional Services, Engineering, Improvements to County Roads, Orr Road (Agreement No. 2017-221B) with Binkley & Barfield, Inc. to make various changes to the agreement, and further authorize the Purchasing Agent to finalize and execute same, Public Works.

**COURT ORDER NO. 2020-886-09-21**

3. **AI-49113** No. 1 to Interlocal Agreement for Dispatch Services (Agreement No. 2020-062) with the Town of Fairview to extend the contract for one (1) year though and including September 30, 2021, make various changes, and further authorize the Purchasing Agent to finalize and execute same, Sheriff.

**COURT ORDER NO. 2020-887-09-21**

4. **AI-49109** No. 3 to Insurance, General Liability (Contract No. 2019-248) with USI Southwest Inc. to extend the contract for one (1) year through and including September 30, 2021, and further authorize the Purchasing Agent to finalize and execute same, Human Resources.

**COURT ORDER NO. 2020-888-09-21**

g. **Change Order(s):**

1. **AI-49037** No. 1 to Vehicle Lease/Rental for Various Collin County Departments (IFB No. 2019-315) with EAN Holdings, LLC dba Enterprise Holdings to extend the contract for one (1) year through and including September 30, 2021, Sheriff.

**COURT ORDER NO. 2020-889-09-21**

h. **Contract Renewal(s):**

1. **AI-49076** Participating Entity Services Agreement for the Statewide Automated Victim Notification Services (SAVNS) grant for the period of September 1, 2020 through and including August 31, 2021, Auditor.

**COURT ORDER NO. 2020-890-09-21**

2. AI-49132 Odyssey Software Maintenance and Integrations (Contract No. 01318-09) with Tyler Technologies, Inc., to extend the contract for one (1) year through and including September 30, 2021, Information Technology.

COURT ORDER NO. 2020-891-09-21

3. AI-49133 Odyssey Softcode (Contract No. 2017-085), Biometrics (Contract No. 2016-202) and e-Citation (Contract No. 02130-11) Maintenance with Tyler Technologies, Inc. to extend the contract for one (1) year through and including September 30, 2021, Information Technology.

COURT ORDER NO. 2020-892-09-21

**i. Budget adjustment(s)/amendment(s):**

1. AI-48974 \$45,000 to cover increased costs associated with Electronic Monitoring Services, Sheriff.

COURT ORDER NO. 2020-893-09-21

**j. Receive and File, Auditor:**

**1. Audit Reports (2nd Quarter FY2020):**

a. AI-49077 Constable, Precinct 1.

COURT ORDER NO. 2020-894-09-21

b. AI-49078 Constable, Precinct 2.

COURT ORDER NO. 2020-895-09-21

c. AI-49079 Constable, Precinct 3.

COURT ORDER NO. 2020-896-09-21

d. AI-49080 Constable, Precinct 4.

COURT ORDER NO. 2020-897-09-21

e. AI-49081 County Clerk.

COURT ORDER NO. 2020-898-09-21

f. AI-49082 Community Supervision and Corrections Department.

COURT ORDER NO. 2020-899-09-21

g. AI-49083 Development Services.

COURT ORDER NO. 2020-900-09-21

h. AI-49084 District Attorney.

COURT ORDER NO. 2020-901-09-21

i. AI-49085 District Clerk.

COURT ORDER NO. 2020-902-09-21

j. AI-49086 Elections.

COURT ORDER NO. 2020-903-09-21

k. AI-49087 Fire Marshal.

COURT ORDER NO. 2020-904-09-21

l. AI-49088 Justice of the Peace, Precinct 1.

COURT ORDER NO. 2020-905-09-21

m. AI-49089 Justice of the Peace, Precinct 2.

COURT ORDER NO. 2020-906-09-21

n. AI-49090 Justice of the Peace, Precinct 3-1.

COURT ORDER NO. 2020-907-09-21

o. AI-49091 Justice of the Peace, Precinct 3-2.

COURT ORDER NO. 2020-908-09-21

p. AI-49092 Justice of the Peace, Precinct 4.

COURT ORDER NO. 2020-909-09-21

q. AI-49095 Juvenile Probation.

COURT ORDER NO. 2020-910-09-21

r. AI-49096 Law Library.

COURT ORDER NO. 2020-911-09-21

s. AI-49097 Medical Examiner.

COURT ORDER NO. 2020-912-09-21

t. AI-49098 Myers Park.

COURT ORDER NO. 2020-913-09-21

u. AI-49099 Public Works.

COURT ORDER NO. 2020-914-09-21

v. AI-49100 Sheriff's Office.

COURT ORDER NO. 2020-915-09-21

w. AI-49101 Tax Assessor.

COURT ORDER NO. 2020-916-09-21

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

1. AI-49114 August 17, 2020.

COURT ORDER NO. 2020-917-09-21

2. AI-49119 August 24, 2020.

COURT ORDER NO. 2020-918-09-21

**l. Miscellaneous**

1. AI-49074 Acceptance of the FY 2021 Texas Statewide Automated Victim Notification Service (SAVNS) grant contract in the amount of \$30,122.51 through the Office of the Attorney General, Auditor.

COURT ORDER NO. 2020-919-09-21

2. AI-49153 Easement and Right of Way for the expansion of the existing easement to Oncor Electric in the flood plain east of the Minimum Security building, Construction & Projects.

Commissioner Webb said this item is for an easement requested by Oncor. The Commissioner said he had concerns related to the four easements around the Collin County property covering three out of four sides of the property. The other concern is the language used in the easement which states Oncor has "the right to relocate said facilities in the same relative direction of said facilities; the right to relocate said facilities in the same relative position to any adjacent road if and as such is widened in the future; the right to lease wire space for the purpose of permitting others to string or lay wire or cable along said facilities; the right to prevent excavation within the easement area." Commissioner Webb asked for this item to be held in order to modify some of the language so Oncor doesn't have so much power over the corridors. (Time: 1:35 p.m.)

**HELD**

3. AI-49000 Acceptance of the FY 2020 Justice Assistance Grant (JAG) through the Edward Byrne Memorial Justice Assistance Grant in the amount of \$14,011, and Exhibit "A" Interlocal Agreement with the City of Plano, City of McKinney, City of Frisco, and the Sheriff's Office for disbursement of the grant award, Sheriff.

COURT ORDER NO. 2020-920-09-21

4. AI-49002 FY2021 Pay for Performance salary increases, Human Resources.

COURT ORDER NO. 2020-921-09-21

5. AI-49140 Personnel Appointments, Human Resources.

COURT ORDER NO. 2020-922-09-21

6. AI-49141 Personnel Changes, Human Resources.

COURT ORDER NO. 2020-923-09-21

## GENERAL DISCUSSION

5. AI-49020 Adoption of an order setting the FY 2021 Fee Schedule, Budget.

Judge Hill said every year the fee schedule for each department must be adopted by the Court. Last year the Judge asked for the Budget Office to work with the various elected officials to confirm all of the fees. The reason for this is the fees are being adopted on behalf of all the departments, and it is difficult for the Court to know if each one of the fees is correct. The Judge commended the Budget staff, department heads and elected officials. They have all signed affidavits confirming all fees have been reviewed and are correct to the best of their knowledge. (Time: 1:37 p.m.)

Motion by: Commissioner Cheryl Williams

Second by: Commissioner Darrell Hale

Vote: 4 – 0 Passed

COURT ORDER NO. 2020-924-09-21

6. AI-48410 COVID-19 Update, Administrative Services.

Bill Bilyeu, County Administrator, said the Texas Supreme Court sent out directives on housing and evictions. Citizens who receive eviction orders will now be able to submit a form in order to freeze their evictions. This could have an impact on the EHLA (Emergency Housing and Living Assistance) program because applicants will have the certification in place to submit to their landlords. If an affidavit is completed, it will affect the eviction process and will be in effect through the end of December 2020. This will also put off some of the filings in the Justice of the Peace Courts.

The Supreme Court has pushed off jury trials statewide until December 1, 2020. However, there are waivers that could be requested to allow a court to hold trials before December. Collin County has submitted waivers to have jury trials. Generally, special approval is needed to hold a jury trial.

Collin County buildings are operating and open, and there is still extended housekeeping in place until December 30, 2020.

Commissioner Williams asked how the County can hold defendants in jail without running into a speedy trial problem since the courts are not open. Mr. Bilyeu said the courts are open and jury trials are the only function not available without a required special exemption. Otherwise, in order to meet the open courts requirement of the state constitution, virtual pleas have been taking place nonstop every day. Criminal trials, hearings, and dispositions have also continued to take place. Mr. Bilyeu said he is unaware of anything holding defendants in jail. The magistration process is also still moving inmates through. Commissioner Williams said it would be interesting to know if there are any criminal cases being held as a result of a requested jury trial that they cannot have. Mr. Bilyeu said he is not aware of any, but they would need to ask the District Attorney. The Crimes Against Children court is one that prefers to operate with a jury trial. The District Attorney cannot force anyone to have a jury trial. That is the defendant's option.

Emily Miskel, 470<sup>th</sup> District Court Judge and Local Administrative Judge, said the new Supreme Court order was released last week. The judges are processing it and will meet to review it. The plan is to apply for the waivers in order to resume criminal and civil jury trials in Collin County. Judge Miskel and Judge Ray Wheless, Regional Presiding Judge, will need to approve the waivers. Written details will be needed to confirm they are all on the same page. Their plan is to begin jury trials using all of the OCA (Office of Court Administration) safety guidelines. The central jury room is large enough to call a jury panel, and the twenty-one courts will need to be balanced in order to use it. They will also try to ensure the written plan for jury trials will be sufficiently clear to specify how jurors will be safely distanced within the courtroom. Judge Miskel said she anticipates all the judges will meet to confirm the drafted plan is safe. Then the plan will be submitted to all the appropriate levels in order to resume jury trials in Collin County.

Judge Hill asked if only certain trials or all jury trials would be able to occur if the waivers are approved. Judge Miskel said the Supreme Court order requests approval at all the various levels for each jury trial. Generally, more than one case per day is set for jury trial. Under the proposed plan, a specified day will be reserved for an assigned court to use the central jury room. The assigned court will be able set as many cases as they need for trial and use the jury panel they get that day anyway they want. Judge Miskel said she hopes this method gets approved so they don't have to go cause number by cause number.

Judge Hill said the courthouse is operating under all the OCA guidelines, and the County is providing all of the needed accommodations with CARES (Coronavirus Aid, Relief, and Economic Security) Act funding. The funding runs out December 31, 2020, and the County will have no funding beyond that date. The Judge asked how the County will accommodate the judges and the needs of the OCA beyond December 31, 2020. Mr. Bilyeu said that is going to be a problem because it was not in the budget for FY2021. The funding will need to come out of savings. Judge Hill said these are state-imposed costs, and he wouldn't immediately jump to the conclusion that the County will have to find a way to pay for these costs. The Judge asked what would happen if the County did not provide for these costs, and how would this impact the court system. Mr. Bilyeu said the state is also limited by the December 30, 2020 date and will have the same restrictions for that money. Judge Hill said the County could ask, at the next legislative session, how the regulations put in place will be funded.

Judge Hill asked Judge Miskel how she would anticipate this issue would affect court operations. Judge Miskel said they cannot do business in the courthouse unless they can show it is safe, and the main ongoing cost is for housekeeping. Much of the courts' one-time non-capital costs have been paid, and the ongoing costs for PPE (Personal Protection Equipment) would be a relatively small cost. Mr. Bilyeu said another expense the County will have is the required quarantine time off employees may need due to testing positive for COVID-19 or being in direct contact with it. There are internal technology projects that may also have licensing costs in the future. Judge Hill asked Linda Riggs, Auditor, if covering ongoing COVID-19 expenses would qualify as an emergency in order to use surplus funds. Ms. Riggs said the emergency that would allow for the use of surplus funds needs to be a natural disaster, and she does not think this is a natural disaster. She will research this further, but the OIG (Office of Inspector General) is looking for extensions from the December 30, 2020 deadline. Mr. Bilyeu said the OIG has issued clarifications regarding covering costs that may be delivered after the deadline for reasons out of the County's control. As far as ongoing services, a congressional order will be needed because it is not allowable by administrative rule. Other cities and counties that were direct recipients of CARES Act funding are saving substantial amounts of money hoping congress will give an extension. Judge Hill said, if there are going to be continuing costs in the court system and there may be a continuance on the end date, then perhaps the County should set aside funds towards the end of the year. The funds would be at risk if there is not a continuance, and the County would have to make last minute decisions regarding how to use those funds.

Commissioner Webb said he would like to know what expenditures the County will have to cover in order to keep the courthouse operating. The Court could then figure out an amount to reserve for the end of the year if there is an extension.

Judge Hill thanked Judge Miskel and all the County judges for being creative, flexible, and keeping justice moving in Collin County. (Time: 1:56 p.m.)

**NO ACTION**

7. AI-48414 Utilization of CARES funding, Commissioners Court.

Judge Hill said the Court has looked for ways to use CARES Act funds to benefit the citizens of Collin County and provide for basic needs. The Court was able to come to an agreement and provide funds to non-profit organizations to source food assurance for families. This was done through a reimbursement program. The Court has asked if they could do this for non-profit organizations that provide housing needs to citizens of Collin County.

Rick Crocker, CEO of the Samaritan Inn, said the Court is familiar with the impact COVID-19 has had locally, regionally, nationally and globally. What they may not realize is the significant detrimental impact COVID-19 has had upon the County's shelters and housing non-profit organizations. Over the past six months, these organizations have been serving as first responders to individuals within the County who have been impacted by COVID-19, and the costs have been overwhelming and a strenuous burden. Mr. Crocker said they are respectfully requesting an allocation of funds from the CARES Act money to fund housing and shelter services across the County. Mr. Crocker said some of the personnel at the Samaritan Inn have had to be redeployed to assist students with schooling. During most of the spring and fall semesters, there were over forty students who needed assistance in distance learning, and family caseworkers had to become tutors.

Because the food service at the Samaritan Inn is categorized as a restaurant, they must comply with requirements based on capacity and other safety guidelines. Since March, meals have been packaged and sent to the residents' rooms. There has been an increase in costs to support the contactless meal delivery. There has also been an increased need for cleaning supplies and PPE (Personal Protection Equipment) as well as the need to increase bandwidth to accommodate students and adults who are working remotely. Utility expenses have also increased. Since March 19, 2020, the Samaritan Inn has provided for 69 applicants affected by COVID-19. Among them were nine students from North Texas Job Corp which is a federally-funded program that has been shut down. During this time, they have also cared for residents who tested positive for COVID-19 and had to isolate. Non-profit organizations rely on special events for funding, and many have had to be canceled because of the pandemic. The Samaritan Inn has lost approximately \$100,000 in special events funding and approximately \$80,000 due to the closure of the thrift store.

Sheri Messer, CEO of City House, said they have been the first responders to the homeless community. City House has continued to operate but has been met with challenges. The homeless population for City House ranges from birth to twenty-four years old but more specifically the older ages of sixteen through twenty four. There has been an increase in re-traumatization through the pandemic and, as a result, the need for counseling has increased. They have had to house clients in hotel rooms if they show COVID-19 symptoms, and the street outreach kids that are chronically homeless come to City House every day. In addition, City House funds the testing for their clients. There has been an increase in cleaning costs and

PPE. The direct care staff has been increased and redeployed to accommodate the teaching environment. The emergency shelter has been reconfigured, and materials have been purchased to provide an individual study area for each child. The impact has been significant and the biggest fundraiser of the year had to be canceled.

Christina Coultas, CEO of Hopes Door New Beginnings Center, said they have also been impacted by the pandemic. Ms. Coultas said, starting in March, there was a decrease in people accessing services. This is in line with what domestic violence shelters from across the state have witnessed. Survivors have continuously informed them that isolation and shelter in place orders often puts them into the home with the abuser. Survivors may also have been in a situation that was uncertain before, but it is now even more uncertain with the economic impact of COVID-19. Eventually, the need for domestic violence assistance will increase. Hopes Door New Beginnings has had to limit their capacity in the shelter and figure out ways to bring people in safely. There has been an increase in personnel, PPE and food costs. An assessment has been done for all clients asking them how they have been impacted by COVID-19. Clients are accessing counseling at a higher rate because of increased anxiety. In the transitional housing, there were 120 clients housed in apartments. Approximately 80% of those clients have lost their jobs or had a reduction in their hours. As an agency, the center has absorbed the rest of the costs in rental assistance.

Janet Collinsworth, CEO of Hope 4 Agape, said they enjoy the opportunity of being the first line of defense for their neighbors that are experiencing this trauma. Agape reached out to some of the graduates from last year and asked if they were able to pay their rent. The graduates said they couldn't pay their rent, and Agape paid it along with their childcare. They weren't able to pay their rent or childcare because they had lost their jobs and lost CCMS (Child Care Management Services). Once you lose CCMS, you cannot get it again because there are no more funds. Even when they get new jobs, they will not have the childcare to continue to go to work. Agape has been able to get them new jobs and provide childcare, transportation, and counseling.

Agape has seen an increase in the number of women seeking help as a result of escalated violence while sheltering in place. These women wouldn't have qualified for the emergency housing program because they didn't lose a job or have a reduction in their income. Several women needed housing and, at times, it had to be at a hotel. As a result, Agape has experienced an increase in hotel costs in order to save people from being on the street. All of the homeless and shelter non-profits are truly the first line of defense, and want to be around in the future when the second wave of evictions occurs. Plano is already experiencing an increase in homeless people on the streets. Each of these experiences is unique, and it is not the same comparison to the food pantries. The impact on humans cannot be measured the same way we measure pounds of food. Denton County has addressed the issue and allocated \$2 million specifically for non-profits dealing with these types of experiences and expenses. Agape approached Denton County and received the agreement they have in place with Metro Dallas United Way to help facilitate this process should the Court allocate a certain amount for our housing and shelter agencies.

Judge Hill said he received a lot of criticism back in March when he said it was very important for Collin County to keep businesses open. He had said all businesses and workers were essential. The Judge said he is grateful for each person serving in the community and in their organizations.

Commissioner Williams asked Ms. Collinsworth if they had clients apply for the Collin County CARES Housing Assistance Program rather than taking on the expense. Ms. Collinsworth said they have had four women come back into the program and three became at risk prior to CARES Act being established. Therefore, Agape had already begun to pay for their housing prior to the CARES Act. Now, as these women are graduating back into the world, Agape is helping them work through those applications.

Judge Hill asked if Agape could provide receipts for the cost of hotels, rent, transportation, child care and counseling. Ms. Collinsworth said they could provide the receipts. Because of the increase in volume, they also had to hire a contract part-time caseworker. Judge Hill said the two challenges are being able to identify that the costs are specifically related to COVID-19 and defending the costs with receipts. Ms. Collinsworth said she is confident they can provide this.

The Court has determined a blanket grant cannot be used for non-profit organizations. It will have to be linked to COVID-19 uses and causes. Collin County can be its own administrator for this, but the Court will need to determine what expenses would qualify.

Commissioner Williams said the PPE could be easily addressed, and the Court may be able to reimburse them for those costs. Commissioner Webb said they would need to gather their receipts and submit them since there already is a mechanism in place for reimbursement of those costs. Ms. Collinsworth asked the Court about additional cleaning costs. The cleaning used to be done by the staff, but now they are paying for extra cleaning and sanitization. Commissioner Webb said, if they can demonstrate the cost of cleaning pre COVID-19 and the cost post COVID-19 and those invoices are submitted along with an affidavit, those costs could be covered as well. Judge Hill asked the auditor if this could be possible if the agencies didn't have a cleaning expense prior to COVID-19 but now they do. Ms. Riggs said they would need to show what they did prior to COVID-19 versus what they are currently doing. There was a brief discussion about which categories qualify for reimbursement.

Judge Hill asked the agencies if counseling is an external cost. Ms. Coultas said they provide counseling services, and it is not an external cost for Hopes Door. Ms. Collinsworth said Agape uses contract counselors, and it is an external cost for them. The Judge asked how Metro Dallas United Way quantifies the fiscal impact an agency has related to COVID-19. Ms. Coultas said they do so by looking at the line item expenses such as food, personnel, and cleaning costs. The cost of client services in the shelter has doubled since COVID-19. Commissioner Hale asked if the agencies ever do a measurement on cost per client. Ms. Coultas said the cost per client in 2019 was \$46.46 a day for the months of April through July. For the same time frame in 2020, the cost is \$80 per day.

Ms. Collinsworth said United Way of Denton is providing aide for these expenses. One of their requirements is the agencies must provide services that address an immediate need or long term relief efforts through December 30, 2020 in response to COVID-19. This has financially impacted all of the agencies, and they are not allowed to apply for small business aide. They need to remain operating in order to continue to be the first line of defense. There was a brief discussion regarding costs per clients.

Judge Hill suggested having Ms. Collinsworth speak with the people who are running the Denton County program to find out how they are quantifying and meeting those metrics. A motion was made to allow housing and shelter agencies in the county to submit their invoices for PPE and COVID testing for reimbursement. Commissioner Webb agreed but would like to have the auditor contact the General Auditor to find out their position on the program. Commissioner Williams added that expenses cannot have already been reimbursed by other monies. Judge Hill said, from this point forward, any PPE and testing needed by all shelter agencies can be provided by the County. (Time: 2:48 p.m.)

Motion by: Judge Chris Hill

Second by: Commissioner Cheryl Williams

Vote: 4 – 0 Passed

**COURT ORDER NO. 2020-925-09-21**

Ms. Collinsworth said they all appreciate the opportunity to be heard. Commissioner Webb said they need to encourage clients that have housing needs to immediately submit applications. Commissioner Williams said it is also important to know that people in extended stay hotels are eligible to apply as well. Ms. Collinsworth said the difficulty there is that domestic violence survivors don't qualify because they don't have a reduction in income. Commissioner Williams said, if they are leaving a two person income, there is a reduction in income. Commissioner Williams said this needs further discussion. (Time: 2:52 p.m.)

Mr. Bilyeu said Plano ISD has asked for CARES Act funding for assistance with mobile teaching. Also, current internal projects are more than \$1.1 million over budget. The Court will need to balance the budget or pull funds from another line item to cover the overage. Testing has slowed down, and it is over funded. PPE supplies are now only being refilled, and there are ample supplies. Mr. Bilyeu is requesting the Court to consider reducing the PPE or testing budget to take care of the internal projects. Requests totaling \$480,000 were received today for food and grocery assistance. The plan is to end the food pantry program as of November 30, 2020 in time to be able to process all requests. There will probably be about \$2.5 million needed to get through the end of the year. Judge Hill asked if the bill must be received by December 30, 2020 for reimbursement. Commissioner Webb said the bill has to be received and the check must be cut by December 30, 2020. Ms. Riggs said the check does not have to be cut by that date, but the services must be rendered and products received by December 30, 2020. Mr. Bilyeu's concern would be, if the program were overfunded, the Court would not be able to reallocate those funds. The Judge said his main priority is providing for the food needs of Collin County citizens.

A motion was made to allocate an additional \$1.1 million from reserves for County costs related to COVID-19 and an additional \$5 million for food and grocery assistance costs. Commissioner Williams asked if the Judge would be inclined to take some of those amounts from testing and PPE funds.

Judge Hill modified his motion to increase food funds by \$5 million, increase County costs funds by \$1.1 million, decrease testing funds by \$1.5 million, decrease PPE funds by \$1.75 million and the remaining amount needed to come out of reserves. Commissioner Webb said he would like to have further discussions regarding the deadline for food reimbursement requests. The Commissioner said he wouldn't want to end up owing money to the federal government.

Judge Hill made a new motion to allocate the \$1.1 million for County costs, hold the \$2.5 million for food for further discussion, reduce \$1.5 million in testing, reduce \$1.5 million in PPE and any of those that need reconciliation will come out of the reserve. (Time: 3:15 p.m.)

Motion by: Judge Chris Hill

Second by: Commissioner Darrell Hale

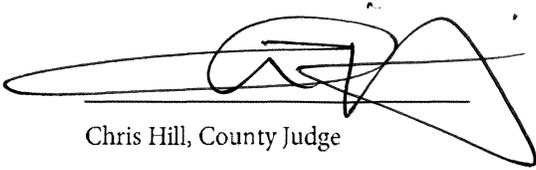
Vote: 4 – 0 Passed

**COURT ORDER NO. 2020-926-09-21**

Mr. Bilyeu said there are 23 people working full time on the Collin CARES Small Business Grant Program. Approximately 1,005 applications have been approved and are ready for the applicants to submit their documentation. As of today, there are 343 full applications submitted. If the program is oversubscribed and more funding is needed, they will let the Court know. Alternatively, the program could be moved to a first-come-first-serve system. The program appears to be very successful, and is operating as the Court intended. The administrator for the program has been able to determine duplicate applicants who have already received money from a previous CARES Act Program. As soon as the prescreening is completed, the applicant receives a notice to submit their application. (Time: 3:15 p.m.)

**Executive Session**

There being no further business of the Court, Judge Hill adjourned the meeting at 3:15 p.m.

  
Chris Hill, County Judge

  
Susan Fletcher, Commissioner, Pct 1

  
Cheryl Williams, Commissioner, Pct 2



  
Darrell Hale, Commissioner, Pct 3

  
Duncan Webb, Commissioner, Pct 4

  
ATTEST: Stacey Kemp, County Clerk