

Court Order No. 2024-704-08-05

**CONTRACT**

This is a contract executed on this the 5<sup>th</sup> day of AUGUST, 2024, by and between the Commissioners Court of Collin County, Texas, represented by the County Judge of Collin County, the District Judges, and the Statutory County Court Judges having original jurisdiction of criminal actions in Collin County, Texas, for the purpose of establishing a system with respect to all Community Supervision and Corrections Department (CSCD) employees with regards to payroll, social security, and public official liability insurance coverage, honesty bonds, retirement plan, longevity pay, unemployment compensation, college tuition reimbursement, personnel policies, paid time off, military leave, and compensatory time, the CSCD employees will have said benefits as do the employees of Collin County as if they, the CSCD employees, were in fact Collin County employees.

In amounts determined by the CSCD as approved by the District Judges and the Statutory County Court Judges above-mentioned, the payroll of the employees of the CSCD shall be paid in the same manner and at the same time as the employees of Collin County with the same deductions with respect to retirement, longevity pay, credit union, and deferred compensation, being made as are made with employees of Collin County. The rates and amounts to be paid by CSCD employees with regard to retirement and longevity pay shall be in the same manner as paid for employees of Collin County.

In consideration of Collin County providing coverage under its own policy, retirement plan participation, longevity payment rate, social security participation, unemployment compensation insurance and college tuition reimbursement to the CSCD employees as though such employees were in fact employees of Collin County, the District Judges and the Statutory

County Court Judges having original jurisdiction of criminal actions in Collin County, Texas, hereby agree to pay Collin County not only the full amount of payroll, but also the actual cost of said benefits, including the county 'employer' type of actual costs for said benefits, such costs to be paid out of the Judicial District Fund.

Pursuant to Texas Government Code §509.011(c), and Texas Local Government Code §140.003(f), the District Judges the Statutory County Court Judges above-mentioned in and for Collin County shall cause all funds received by the CSCD including funds received from all supervision fees and participant fees received from persons who are on community supervision, all funds received from the Community Justice Assistance Division and all grant funds are to be deposited in a special fund of the County Treasurer of Collin County, which funds thereafter, according to statute, will be used solely for the purposes of administering the community supervision laws by providing adult supervision services and community based correctional programs other than jail or prisons. Out of the Judicial District Fund will be paid all the costs of payroll, social security, retirement, unemployment insurance, college tuition reimbursement, longevity payments, operating costs, and all other expenditures as authorized by the Texas Department of Criminal Justice/Community Justice Assistance Division Financial Management Manual. All deposits and withdrawals from this special account will be made by the fiscal officer to be appointed by the District Judges or the duly authorized representative of such fiscal officer.

Pursuant to Texas Government Code §76.008, Collin County shall provide physical facilities, utilities, and equipment for CSCD. Collin County shall provide, at a minimum, the following facilities, equipment and utilities for a CSCD.

(A) Minimum facilities for CSCD. Each supervision officer shall be provided a private office. Each office shall have the necessary lighting, air conditioning, equipment, privacy and décor to provide and promote the delivery of professional community corrections services.

- (B) Minimum utilities for CSCD. CSCD shall be provided with adequate utilities necessary to provide efficient and professional community corrections services.
- (C) Minimum equipment of CSCD. Each supervision officer shall be furnished adequate furniture, telephone, and other equipment necessary and consistent with efficient office operations. Adequate insurance, maintenance, and repair of the equipment shall be maintained.
- (D) Location. Each CSCD office providing direct court service shall be located in the courthouse or as near the courthouse as practically possible to promote prompt and efficient services to the court.
- (E) Satellite offices. Satellite CSCD offices shall be established in the area of the judicial district to provide efficient supervision of and services to probationers as dictated by population, caseload size, or geographical distance.

With respect to the physical facilities, equipment and utilities, the CSCD Director will provide the Commissioners' Court a detailed list annually of such needs, so that said needs may be considered for budget purposes by the Commissioners' Court of Collin County, Texas.

Fees for fiscal Services. A judicial district, if approved by CJAD and as set forth in the Financial Management Manual for CJAD Funding, may use up to 3% of the state funding received for the first quarter or .75% of total funding received on grant funding and state aid to contract annually with the county for auditing, bookkeeping and those services set forth in the statutes and other services deemed necessary by the judicial district. Other services deemed necessary by the judicial districts include the following:

- (A) timely and accurate preparation of financial reports; and
- (B) preparation of a Statement of Financial Position at the close of each fiscal year or designated funding period.

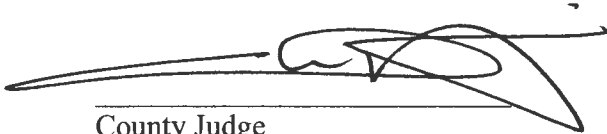
The term of this agreement shall continue in force until September 1, 2025, or until changed by operation of law or until terminated by one of the parties hereto after providing at least thirty (30) days written notice to the other party. To the extent anything herein conflicts with State law, including but not limited to section 76.008 of the Texas Government Code, such conflicting provision shall be superseded by applicable law.

Executed this 9<sup>th</sup> day of AUGUST, 2024, in Collin County,

Texas.



CSED Director  
Collin County, Texas



County Judge  
Collin County, Texas