



**NOTICE OF MEETING AND AGENDA
OF COMMISSIONERS' COURT
OF JEFFERSON COUNTY, TEXAS
November 30, 2009**

Notice is hereby given that the Commissioners' Court of Jefferson County, Texas, will meet at **1:30 p.m.**, on the **30th day of November 2009** at its regular meeting place in the Commissioners' Courtroom, Jefferson County Courthouse, 1149 Pearl Street, Beaumont, Texas.

Said meeting will be a Special Meeting for the purpose of transacting the routine business of the County. Persons with disabilities requiring auxiliary aids for services who wish to attend this meeting should contact the County Judge's Office to arrange for assistance.

In addition to the routine business of the County, the subject of said meeting will be the following:

**Please join us for the Annual Lighting of the Christmas Tree
November 30, 2009, 11:00 a.m., in the lobby of the New Courthouse Addition.**

WORKSHOP: 2:00 P.M.- Workshop presentation by the Southeast Texas Regional Airport and Sixel Consulting Group, Inc. to advise the Court of the current state of the Airline Industry and recent, ongoing, and future Commercial Air Service Development efforts and prospects.

INVOCATION: Mark L. Domingue, Commissioner, Precinct No. 2

PLEDGE OF ALLEGIANCE: Michael S. Sinegal, Commissioner, Precinct No. 3

PURCHASING:

- (a) Receive and file bids for IFB 09-164/KJS Hanger #7 Apron (Phase I) for the Southeast Texas Regional Airport.
- (b) Approve Specifications for IFB 09-165/KJS Term Contract for Law Enforcement Uniforms for Jefferson County Sheriff's Department and County Correctional Facility.

Notice of Meeting and Agenda
November 30, 2009

- (c) Approve Specifications IFB 09-169/KJS, Term Contract Gray Limestone (commonly referred to as 610 Base) for Jefferson County.
- (d) Receive and File Change Order No. 1-Diamond K Equipment Inc. to contract IFB 09-076/KJS, Bridge Replacement on Gaulding Road at Bayou Din, for changes in roadside pipe sizes in amount of \$1,160.00, project funded from the ORCA Grant. This change brings the contract total from \$333,090.99 to \$334,250.99.
- (e) Consider and possibly approve Job Order Contract (JOC 09-160/KJS), with Weatherproofing Technologies, Inc., for revised renovations to the Jefferson County Clerk's Office in the amount of \$49,253.40. This is in accordance with TCPN Contract #R4812.
- (f) Receive, and file Job Order Contract (JOC 09-160/KJS), with Weatherproofing Technologies, Inc., for revised renovations to the Jefferson County Clerk's Office in the amount of \$49,253.40. This is in accordance with TCPN Contract #R4812.
- (g) Consider and possibly approve Job Order Contract (JOC 09-163/KJS), with Weatherproofing Technologies, Inc., for repairs to Jefferson County Pct #3, Jade Avenue Service Center Compound due to Hurricane IKE in the amount of \$29,352.90. This is in accordance with TCPN Contract #R4812.
- (h) Receive and file Job Order Contract (JOC 09-163/KJS), with Weatherproofing Technologies, Inc., for repairs to Jefferson County Pct #3, Jade Avenue Service Center Compound due to Hurricane IKE in the amount of \$29,352.90. This is in accordance with TCPN Contract #R4812.
- (i) Consider and possibly approve disposition of salvage property as authorized by Local Government Code §263.151(1) for damaged property.
- (j) Consider and possibly approve inter-department transfer of 1998 Chevrolet pickup truck (VIN# 1GCG29F4WE165392) from Precinct #1 Road and Bridge to Precinct #3 Road and Bridge as authorized by Local Government Code §262.011(j).

COUNTY COMMISSIONERS:

- (a) Consider and possibly authorize a Resolution that the Department of Housing and Urban Development release the second round funding for Hurricane Ike recovery.
- (b) Consider and possibly adopt a Proclamation designating the year 2010 as National Census Year in Jefferson County.
- (c) Consider authorizing the County Judge to execute a Quitclaim Deed to a 6.437 acre tract of land to the Beaumont Independent School District.

Notice of Meeting and Agenda
November 30, 2009

- (d) Consider and approve Social Services Block Grant Agreement with DETCOG for reimbursement of certain expenses related to Hurricane Rita.

COUNTY AUDITOR:

- (a) Consider and approve FY 2010 budget transfer – Justice of the Peace, Precinct 2 – extra help.

120-2043-412-1005	Extra Help	\$ 20,000	
120-2043-412-1002	Assistants and Clerks		\$ 20,000

- (b) Consider and approve FY 2010 budget transfer – 252nd District Court – additional cost for monitors.

120-2037-412-3084	Minor Equipment	\$ 5,000	
120-2037-412-5014	Mental Examination		\$ 5,000

- (c) Consider and approve FY 2010 budget transfer – 252nd District Court – education pay for Realtime Court Reporter.

120-2037-412-1095	Education Pay	\$ 5,500	
120-2037-412-2001	FICA	\$ 420	
120-2037-412-2002	Employees Retirement	\$ 812	
120-2037-412-5014	Mental Examination		\$ 6,732

- (d) Consider and approve FY 2010 budget transfer – Juvenile Detention – software tool for cameras.

120-3064-424-6022	Capital – Furniture & Fixtures	\$ 5,000	
120-3064-424-4009	Building & Grounds		\$ 5,000

Notice of Meeting and Agenda
November 30, 2009

(e) Consider and approve FY 2010 budget transfer – Criminal District Court – education pay for Realtime Court Reporter.

120-2032-412-1095	Education Pay	\$	5,500
120-2032-412-2001	FICA	\$	420
120-2032-412-2002	Employees Retirement	\$	812
120-2032-412-5014	Mental Examination	\$	6,732

(f) Regular County Bills – check #332437 through check #332693 (11/23/2009).

(g) Regular County Bills – check #332694 through check #332892 (11/30/2009).

COUNTY CLERK:

- (a) Receive and file No Objection Letter from U.S. Department of Justice under Section Five of the Voting Rights Act for Pre-clearance of Polling Location Changes for November 3, 2009, Constitutional Amendment Election.
- (b) Consider and possibly approve expenditure from County Clerk's Records Management Fund for purchase of a laptop computer and software in the amount of \$1489.37 for use in processing documents generated by the misdemeanor arraignment docket.

DISTRICT ATTORNEY:

- (a) Request approval for Tom Maness, Criminal District Attorney, to attend the National District Attorneys Association's Conference on Investigation and Prosecution of Child Fatalities and Physical Abuse. The conference is to be held in Santa Fe, New Mexico, February 1-5, 2009. This is a budgeted item. The estimated cost is \$1,100.00.

HUMAN RESOURCES:

- (a) Consider and possibly approve and receive and file revisions to the “Personnel Policies Practices and Procedures Manuel” for the following policies: **Introduction**, **Section 2-** Equal Employment Opportunity Policy, **Section 3-** Americans with Disabilities Act (ADA), **Section 4-** Employment, **Section 4.2-** Employment Process, behind **Section 4.6-** Application for Promotion or Transfer form(Attachment A), **Section 5/Section 5.1 –** Orientation, **Section 5. 7-** Progressive Discipline, **Section 6.2-** Infectious Diseases in the Workplace, **Section 7.2-** Non- Retaliation Policy, **Section 11.4-** Family Leave Act (FMLA), and **Section 13-** Retirement.

SHERIFF’S DEPARTMENT:

- (a) Consider and possibly approve Crime Laboratory Director Linda Johnson’s attendance at the Leadership Assessment Workshop for Forensic Science Managers sponsored by the Northeast Regional Forensic Institute and the National Institute of Justice in Albany, New York on February 18-19, 2010. This training is provided to selected attendees by the NIJ, including registration, airfare, and lodging.

*****DISCUSSION ON ANY OTHER ITEM NOT ON AGENDA WITHOUT TAKING ACTION.**

Ronald L. Walker
County Judge