

**Notice of Meeting and Agenda**  
**February 01, 2022**

Jeff R. Branick, County Judge  
Vernon Pierce, Commissioner, Precinct One  
Darrell Bush, Commissioner, Precinct Two  
Michael S. Sinegal, Commissioner, Precinct Three  
Everette "Bo" Alfred, Commissioner, Precinct Four



**NOTICE OF MEETING AND AGENDA  
OF COMMISSIONERS' COURT  
OF JEFFERSON COUNTY, TEXAS  
February 01, 2022**

Notice is hereby given that the Commissioners' Court of Jefferson County, Texas, will meet at **10:30 AM**, on the **01st** day of **February 2022** in the Commissioners' Courtroom, 4th Floor, 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:

**8:45 a.m.- Announcement of an executive (closed) session pursuant to Texas Government Code Section 551.074 to deliberate regarding personnel matters.**

**9:00 a.m.- WORKSHOP- To receive information from the Tyler Technology Executive Committee regarding the project status and schedule and what will be expected from all departments who will be transitioning to this new software.**

**10:00 a.m.- Announcement of an executive (closed) session pursuant to Texas Government Code Section 551.071 to consult with our attorney regarding pending or anticipated litigation.**

**Jefferson County has taken steps to minimize the exposure of COVID-19 by implementing the following steps to allow the public to view the**

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**Commissioner's Court meeting. The following options are available: View live with audio from the County Webpage:**

**[https://co.jefferson.tx.us/comm\\_crt/commlink.htm](https://co.jefferson.tx.us/comm_crt/commlink.htm) Listen to audio by calling 346-248-7799 Meeting ID: 917 160 6532# Participant ID: # The court will also have a question and answer session at the end of the meeting. If you would like to ask any questions of the Court, please be on the phone call. The Court will give a question and answer session at the end of the meeting as time allows. You will be called upon by your last 4 digits of your phone number. If you do not have any questions, you can pass. Please be mindful that the audio portion of this meeting will be of better quality from the website.**

**INVOCATION: Vernon Pierce, Commissioner, Precinct One**

**PLEDGE OF ALLEGIANCE: Darrell Bush, Commissioner, Precinct Two**

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**PURCHASING:**

(a) Consider and approve, execute, receive and file an Agreement Addendum (Agreement 22-008/DC) with SteepMeadow for Microsoft 365 Deployment & Migration Services Program for Jefferson County in the annual amount of \$18,000.00. This is in accordance with the NCPA Contract 01-97. This addendum provides complete vendor contact information for sending and receiving notices.

[Agreement Addendum - 22-008DC Steepmeadow Solutions LLC.pdf](#)

(b) Consider and approve, execute, receive and file an Agreement Addendum (Agreement 22-009/DC) with SteepMeadow for Microsoft 365 Change Management & User Adoption Training for Jefferson County in the annual amount of \$12,000.00. This is in accordance with the NCPA Contract 01-97. This addendum provides complete vendor contact information for sending and receiving notices.

[Agreement Addendum - 22-009DC Steepmeadow Solutions LLC.pdf](#)

(c) Consider and approve, execute, receive and file price increases for (IFB 11-054/AW), Term Contract for Snack and Drink Vending Machines for Jefferson County as shown on Attachment A. These increases are due to rising product costs.

[Price Increase Letter - John Paul's Food Service, LLC.pdf](#)  
[ATTACHMENT A.pdf](#)

(d) Consider and approve disposition of salvage property as authorized by Local Government Code §263.152 (3), for broken or obsolete items.

[Memorandum - Disposition of Salvage Property.pdf](#)

(e) Consider and approve disposal of scrap property. Scrap property to be transported to a metal salvage company and there sold for such a price as it may command and return funds to the County.

[Memorandum - Disposal of Scrap Property.pdf](#)

**COUNTY AIRPORT:**

(a) Consider, possibly approve, authorize the County Judge to execute a Stipulation for Compromise Settlement and Release of Federal Tort Claims Act Claim involving damage to hanger #3 and hanger #2 by a military helicopter on December 7, 2017.

[STIPULATION FOR COMPROMISE SETTLEMENT AND RELEASE OF FEDERAL TORT CLAIMS ACT.pdf](#)

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**COUNTY AUDITOR:**

(a) Consider and approve budget amendment – Nurse Practitioner – additional cost for overtime.

120-5076-441-1098	OVERTIME ALLOWANCE	\$750.00	
120-9999-415-9999	CONTINGENCY APPROPRIATION		\$750.00

[ccNurse Practitioner -020122.pdf](#)

(b) Consider and approve budget transfer– Health & Welfare I – additional cost for security upgrade.

120-5074-441-6018	POWER TOOLS & APPLIANCES	\$652.00	
120-5074-441-3084	MINOR EQUIPMENT		\$652.00

[ccHealth & Welfare1 -020122.pdf](#)

(c) Consider and approve budget amendment – Crime Lab – grant match due to increase cost for equipment.

120-1024-491-5097	PARTICIPATION	\$4,519.00	
120-3060-421-6007	AUTOMOBILES		\$3,500.00
120-3060-421-4011	EQUIPMENT- MISCELLANEOUS		\$1,019.00

[ccCrime Lab-020122.pdf](#)

(d) Regular County Bills – check #491656 through check #491893.

[0491656\\_0491893.pdf](#)

**COUNTY CLERK:**

(a) Consider, possibly approve, authorize the County Judge to execute, receive and file a contract for Theresa Goodness as an independent consultant contractor to assist the County Clerk for no more than 10 hours a week at \$60/hour.

[CONTRACT AS INDEPENDENT CONTRACTOR FOR THERESA GOODNESS.pdf](#)

**COUNTY COMMISSIONERS:**

(a) Consider, possibly approve, authorize the County Judge to execute, receive and file 2022-2024 Loan Agreement, SDA0415 of the National Museum of the United States Air Force (NMUSAF) Community Static Display Loan Program for the air plane displayed at Veterans Memorial Park.

[2022-2024 LOAN AGREEMENT SDA0415 UNITED STATES AIR FORCE AIR PLANES.pdf](#)

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(b) Consider, possibly approve, authorize the County Judge to execute, receive and file Self-Monitoring Review Certification for TxCDBG No. 7218240, Office of Rural Affairs Texas Community Development Block Grant Program.

[SELF MONITORING REVIEW CERTIFICATION FOR TXCDBG NO 7218240.pdf](#)

(c) Consider and possibly authorize the Jefferson County Emergency Management Office to conduct activities related to the Southeast Texas Disaster Expo at Ford Park and to allow sale of exhibit spaces, receive sponsorship donations to defray expenses pursuant to Sec. 316.001, Local Government Code. (Any excess funds will be donated to Jefferson, Orange and Hardin County Long Term Recovery Groups.)

[SOUTHEAST TEXAS DISASTER EXPO.pdf](#)

(d) Consider and possibly approve an Amendment to the Current CDBG-DR Hurricane Harvey Voluntary Buyout Guidelines to reopen the application intake period from February 1,2022 to March 1, 2022 and add Amendment #1-Disaster Risk Reduction Area (DRRA) Maps.

[CDBG DR HURRICANE HARVEY VOLUNTARY BUYOUT GUIDELINES.pdf](#)  
[AMENDMENT 1 DISASTER RISK REDUCTION AREA DRRA MAPS.pdf](#)

**COUNTY TAX ASSESSOR-COLLECTOR:**

(a) Consider and approve property tax refund to Lowe's in the amount of \$21,543.79 in accordance with Property Tax Code 31.11.

[Refund-Lowe's\\_\\$21,543.79.pdf](#)

(b) Consider and approve property tax refund to Lowe's in the amount of \$23,989.61 in accordance with Property Tax Code 31.11.

[Refund-Lowe's\\_\\$23,989.61.pdf](#)

**CRIME LAB:**

(a) Consider and approve a Resolution to approve the application for the Coverdell Forensic Sciences Improvement Grant Program. This grant is available through the CJD (Criminal Justice Division), with no grant match for the 2023 project year.

[RESOLUTION FOR COVERDELL FORENSIC SCIENCES IMPROVEMENT GRANT NO 4406101.pdf](#)

**HUMAN RESOURCES:**

(a) Consider and possibly approve the appointment of the Records Management Officer/Historical Commission Coordinator for the Jefferson County Historical Commission.

## **PUBLIC HEALTH:**

- (a) Consider, possibly approve, authorize the County Judge to execute, receive and file an independent-contractor contract for Imelda Tristan as a Public Educator to the Public Health Department, who will be full-time and whose salary will be paid for under the 2021 COVID-19 Health Disparities Grant.

[\*\*CONTRACT AS INDEPENDENT CONTRACTOR AS A PUBLIC HEALTH EDUCATOR IMELDA TRISTAN.pdf\*\*](#)

- (b) Consider, possibly approve, authorize the County Judge to execute, receive and file an independent-contractor contract for Marcus Lambert as a Public Educator to the Public Health Department, who will be part-time and whose salary will be paid for under the 2021 COVID-19 Health Disparities Grant.

[\*\*CONTRACT AS INDEPENDENT CONTRACTOR AS A PUBLIC HEALTH EDUCATOR MARCUS LAMBERT.pdf\*\*](#)

## **RISK MANAGEMENT:**

- (a) Consider and possibly approve Commercial Property Insurance with AmRisc, effective February 1, 2022, for an annual premium of \$1,702,840.00.
- (b) Consider and possibly approve Boiler and Machinery Insurance with Hartford Steam Boiler, effective February 1, 2022, for an annual premium of \$24,921.00.
- (c) Consider and possibly approve Government Crime Insurance with Great American Insurance Co., effective February 1, 2022, for an annual premium of \$5,638.00.
- (d) Consider and possibly approve Cyber Liability Insurance with Crum and Forster, effective February 1, 2022, for an annual premium of \$68,282.04.
- (e) Consider and possibly approve Excess Workers' Compensation Insurance with Arch Insurance Company, effective February 1, 2022, for an annual premium of \$227,478.00.

## **SHERIFF'S DEPARTMENT:**

- (a) Consider, possibly approve, authorize the County Judge to execute, receive and file CEO/Law Enforcement Certifications and Assurances of the Public Safety Office of the Governor.

[\*\*CEO LAW ENFORCEMENT CERTIFICATIONS AND ASSURANCE FORM.pdf\*\*](#)

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(b) Consider and possibly approve out-of-state travel for Matt Gardner to Hoover Alabama on March 27, 2022 to April 1, 2022. The purpose of this course is to gain knowledge for digital forensics, and how to focus on investigations and analysis of Unmanned Aerial Vehicles (UAVS). Student will learn proper identification of UAV operation systems, and technical aspects of extraction/analysis of digital evidence obtained from devices. There is not cost to Jefferson County for this course. The course will be paid for by The National Computer Forensic Institute.

[Matt Gardner Out of State Travel.pdf](#)  
[Matt Gardner letter.pdf](#)

(c) Consider, possibly approve, authorize the County Judge to execute, receive and file CEO/Law Enforcement Certifications and Assurances of the Public Safety Office of the Governor.

[CEO LAW ENFORCEMENT CERTIFICATIONS AND ASSURANCES FORM.pdf](#)

**OTHER BUSINESS:**

**Receive reports from Elected Officials and staff on matters of community interest without taking action.**

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

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**Jeff R. Branick  
County Judge**