



TRAVIS COUNTY PURCHASING OFFICE

Cyd V. Grimes, C.P.M., Purchasing Agent

314 W. 11th Street, Room 400 Austin, Texas 78701 (512) 854-9700 Fax (512) 854-9185

Approved by: _____

Cyd V. Grimes 4/12/2010

Voting Session: Tuesday, April 20, 2010

REQUESTED ACTION: APPROVE MODIFICATION NO.9, TO CONTRACT NO. PS010064JW, CHOOSING HOW I LIVE LIFE, FOR SUBSTANCE ABUSE TREATMENT AND COUNSELING SERVICES. (JUVENILE PROBATION & DISTRICT AND COUNTY CRIMINAL COURTS)

Points of Contact:

Purchasing: David Walch, Marvin Brice, CPPB

Department: (JUVENILE PROBATION) Estela P. Medina, Chief Juvenile Probation Officer, Sylvia Mendoza

County Attorney (when applicable): Jim Connolly

County Planning and Budget Office: Leroy Nellis

County Auditor's Office: Susan Spataro and Jose Palacios

Other: Criminal Courts, Debra Hale, Director of Court Management

- **Purchasing Recommendation and Comments:** Purchasing concurs with department and recommends approval of requested action. This procurement action met the compliance requirements as outlined by the statutes.

The contractor, Choosing How I Live Life, provides outpatient substance abuse treatment and counseling services.

Modification No. 9 is an assignment of this contract from Choosing How I Live Life, Tax ID# 74-2942314 to Changing How I Live Life, Tax ID# 04-3689304. The agency has restructured and changed their name resulting in the formulation of a new agency. All services will remain the same.

Modification No. 8 allowed the District and County Criminal Courts to refer clients for treatment at the current contract service rate of \$13 per person/per hour for group counseling and \$45 per hour for individual counseling. Attachment A, "Scope of Services" was modified to include the needs of the new referral group. All services and invoicing procedures to the Juvenile Probation Department remain the same.

Modification No.7 replaced existing section 4.0 "Fiscal Provisions" of the original contract with the revised section 4.0 dated October 12, 2007. The replacement of this section constitutes the deletion of the not-to-exceed amount, incorporation of the Fee Schedule (attachment A-1), and added additional standard clauses.

Modification No.6 increased the not-to-exceed amount for the period of October 1, 2006 through September 30, 2007 by \$7,000.00 for a total not-to exceed \$37,000.00, and decreased the renewal term from October 1, 2007 through September 30, 2008 by \$7,000.00 for a total not-to exceed \$30,000.00.

Modification No.5 was an administrative modification, processed to add information which was left out of the original Modification No.4. Added the correct not-to-exceed amount for October 1, 2006 through September 30, 2007 to be \$30,000.00.

Modification No.4 decreased the not-to-exceed amount for the period October 1, 2005, through September 30, 2006 by \$12,200.00 for a total not-to-exceed of \$17,800.00.

Modification No.3 decreased the not-to-exceed amount for the period October 1, 2004, through September 30, 2005, by \$5,300.00 to total \$24,700.00. The not-to-exceed amount for the period October 1, 2005 through September 30, 2006, was increased \$5,300.00 to a total of \$30,000.00.

Modification No.2, referencing Modification No.1, Section 2.0 TERMS, 2.2 Renewal, was deleted in its entirety and replaced with renewal language as was originally intended effective 5/1/01, including its respective sub-section 2.2.1. Also, the not-to-exceed amount for the period October 1, 2004 through September 30, 2005 was decreased by \$2,000.00 to total \$30,000.00

Modification No.1 revised 2 clauses, "Renewal Terms" and "Miscellaneous Provisions." The original "Renewal Terms" clause was revised to have notifications of the budgeted amount for any renewal term, as well as any budget amount changes throughout any renewal term, sent to the Purchasing Office first, for record maintenance, then to the Contractor for their records. The "Miscellaneous Provisions" clause was revised to verify that the Contractor isn't currently suspended or debarred from federal or state procurement.

- **Contract Expenditures:** Within the last 12 months \$56,416.00 has been spent against this contract.

☐ Not applicable

➤ **Contract-Related Information:**

Award Amount: \$15,000.00 (Not-to-Exceed)
Contract Type: (Professional Services Agreement)
Contract Period: 5/1/01 - 9/30/01

➤ **Contract Modification Information:**

Modification Amount: **AS NEEDED BASIS**
Modification Type: Add Additional Department clients to refer clients for services
Modification Period: 12/02/08 -until terminated

➤ **Solicitation-Related Information:**

Solicitations Sent: N/A

Responses Received: N/A

HUB Information: Not Applicable

% HUB Subcontractor: N/A

➤ **Special Contract Considerations:**

- ☐ Award has been protested; interested parties have been notified.
- ☐ Award is not to the lowest bidder; interested parties have been notified.
- ☐ Comments:

➤ **Funding Information:**

- ☐ Purchase Requisition in H.T.E.:
- ☒ Funding Account(s): 001-2430-546-6099
- ☒ Comments: To be used on an as needed basis.

➤ **Statutory Verification of Funding:**

- ☒ Contract Verification Form: Funds Verified _____ Not Verified _____ by Auditor.

MODIFICATION OF CONTRACT NUMBER: <u>PS010064JW – Substance Abuse Services</u>		PAGE 1 OF 2 PAGES
ISSUED BY: PURCHASING OFFICE 314 W. 11TH ST., RM 400 AUSTIN, TX 78701	PURCHASING AGENT ASST: David Walsh TEL. NO: (512) 854-9700 FAX NO: (512) 854-9185	DATE PREPARED: March 29, 2010
ISSUED TO: Choosing How I Live Life ATTN: Lori D. Wilson 1700-D Montopolis Drive Austin, TX 78741	MODIFICATION NO.: <div style="text-align: center; font-size: 1.2em;">9</div>	EXECUTED DATE OF ORIGINAL CONTRACT: <div style="text-align: center;">May 1, 2001</div>
ORIGINAL CONTRACT TERM DATES: <u>5/1/01 – 9/30/01</u>		
CURRENT CONTRACT TERM DATES: <u>10/1/08 – until terminated</u>		
FOR TRAVIS COUNTY INTERNAL USE ONLY: Original Contract Amount: <u>\$32,000.00</u> Current Modified Amount \$ <u>on an as needed basis.</u>		
DESCRIPTION OF CHANGES: Except as provided herein, all terms, conditions, and provisions of the document referenced above as heretofore modified, remain unchanged and in full force and effect.		
<div style="margin-left: 40px;"> <p>1. The current contract will be assigned as it is written on page 2 of this modification and all correspondence and payments references will be modified to read:</p> <p style="text-align: center; margin-top: 20px;"> Changing How I Live Life 1700 D-Montopolis Drive Austin, Texas 78741 </p> </div>		
Note to Vendor: <input checked="" type="checkbox"/> Complete and execute (sign) your portion of the signature block section below for all copies and return all signed copies to Travis County. <input type="checkbox"/> DO NOT execute and return to Travis County. Retain for your records.		
LEGAL BUSINESS NAME: <u>Changing How I Live Life</u>		<input checked="" type="checkbox"/> DBA <input type="checkbox"/> CORPORATION <input type="checkbox"/> OTHER
BY: <u>[Signature]</u> SIGNATURE		DATE: <div style="text-align: center; font-size: 1.5em;">4/9/10</div>
BY: <u>Lori D. Wilson</u> PRINT NAME		
TITLE: <u>Executive Director</u> ITS DULY AUTHORIZED AGENT		
TRAVIS COUNTY, TEXAS BY: <u>[Signature]</u> CYD V. GRIMES, C.P.M., TRAVIS COUNTY PURCHASING AGENT		DATE: <div style="text-align: center; font-size: 1.5em;">4/9/10</div>
TRAVIS COUNTY, TEXAS BY: _____ SAMUEL T. BISCOE, TRAVIS COUNTY JUDGE		DATE:

ASSIGNMENT OF CONTRACT

The parties to this Assignment of Contract (this "Assignment") are Lori D. Wilson d/b/a Choosing How I Live Life, Tax ID # 74-2942314 a corporation duly authorized and operating under the laws of the State of Texas ("Assignor"), and Changing How I Live Life, Tax ID # 04-3689304, a corporation duly authorized and operating under the laws of the State of Texas ("Assignee").

RECITALS:

- A. Travis County and Lori D. Wilson d/b/a Choosing How I Live Life entered into a written Contract for the provision of professional outpatient substance abuse treatment and counseling services for juvenile offenders (Contract No. PS010064JW) on May 1, 2001, which is hereby incorporated by reference herein for all purposes as if fully copied and set forth herein at length, (the "Contract"); and
- B. Assignor desires by this Assignment to assign all of its right, title and interest in and to the Contract to Assignee subject to the terms of the Contract and this Assignment.

TERMS: In consideration of the mutual agreements set forth in this Assignment, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. Assignor assigns, transfers and conveys to Assignee all of its right, title and interest in and to the Contract effective as March 22, 2010 (the "Effective Date of Assignment").
2. Assignee accepts such assignment, and assumes and is bound by and shall perform all terms, conditions, covenants, obligations, and duties of Assignor under the Contract as of the Effective Date of Assignment.
3. Assignor and Assignee acknowledge that nothing in this Assignment waives or modifies any of the provisions of the Contract.
4. The provisions of this Assignment are binding on and inure to the benefit of the heirs, representatives, successors and assigns of the parties.
5. This Assignment shall be construed and enforced in accordance with the laws of the State of Texas. Venue for any action arising hereunder or connected herewith shall lie exclusively in Travis County, Texas.
6. All references in this Assignment to the Contract encompass the original Contract No. PS010064JW.

Lori D. Wilson d/b/a Choosing How I Live Life

By: [Signature]

Printed Name: Lori D. Wilson

Title & Date: Executive Director

Attest: [Signature]

Date: 4-3-10

Changing How I Live Life

By: [Signature]

Printed Name: Lori D. Wilson

Title & Date: Executive Director

Attest: [Signature]

Date: 4-3-10

By its signature below, Travis County signifies its consent to and approval of this Assignment from Lori D. Wilson d/b/a Choosing How I Live Life to Changing How I Live Life.

TRAVIS COUNTY, TEXAS

By: _____
Samuel T. Biscoe
Travis County Judge

Date: _____

RECEIVED
TRAVIS COUNTY
TRAVIS COUNTY JUVENILE PROBATION DEPARTMENT



ESTELA P. MEDINA
Chief Juvenile Probation Officer

PURCHASING
OFFICE

ADMINISTRATIVE SERVICES
COURT SERVICES
DETENTION SERVICES
PROBATION SERVICES
RESIDENTIAL SERVICES
SUBSTANCE ABUSE SERVICES
DOMESTIC RELATIONS OFFICE
JUVENILE JUSTICE
ALTERNATIVE EDUCATION
PROGRAM

TO: Cyd Grimes
Purchasing Agent

FROM: Estela P. Medina
Estela P. Medina
Chief Juvenile Probation Officer

RE: Request for Name Change for Contract #PS010064JW

DATE: March 23, 2010

Travis County Juvenile Probation Department is currently contracting with Choosing How I Live Life for Outpatient Services. Effective March 22, 2010 the name was changed to Changing How I Live Life. The vendor is requesting that their contract with Travis County reflect the name change. Attached is documentation from vendor supporting the name change.

If you need additional information in order to proceed, please do not hesitate to call me.

cc: Barbara Swift
Sylvia Mendoza
Michael Williams

EPM: gc

CHOOSING HOW I LIVE LIFE (CHILL), INC.

Phone (512) 385-4799

Fax (512) 385-4838

E-mail chillio@msn.com

1700 D- Montopolis Drive
Austin, Texas 78741

March 22, 2010

To: Travis County Juvenile Court Department
2515 S. Congress
Austin, Texas 78704

From: Lori D. Wilson
1700 D- Montopolis Drive
Austin, Texas 78741

RE: Name Change


To Whom It May Concern:

Effective March 22, 2010 Choosing How I Live Life Outpatient Services, Tax ID# 74-2942314 contract # PS010064DR will become Changing How I Live Life. The new Tax ID# is 04-3689304.

All services, including intensive outpatient, drug education, intakes, referrals and assessments offered prior to the name change will remain the same.

If you have any questions, or need more information please feel free to contact me at 512-385-4799

Sincerely,


Lori D. Wilson, LCDC
Executive Director

RECEIVED
TRAVIS COUNTY
JUVENILE PROBATION
2010 MAR 23 AM 10:17
ADMINISTRATION
FINANCIAL SERVICES

Form W-9
(Rev. October 2007)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give form to the requester. Do not send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return)

Changing How I Live Life

Business name, if different from above

Check appropriate box: ☒ Individual/Sole proprietor ☐ Corporation ☐ Partnership
☐ Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶
☐ Other (see instructions) ▶

☐ Exempt payee

Address (number, street, and apt. or suite no.)

1700 D- Montopolis Drive

City, state, and ZIP code

Austin Texas 78741

List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

or

Employer identification number

04 3689304

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here

Signature of U.S. person ▶

Date ▶

3/22/10

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,



TRAVIS COUNTY PURCHASING OFFICE

Cyd V. Grimes, C.P.M., Purchasing Agent

314 W. 11th Street, Room 400 Austin, Texas 78701 (512) 854-9700 Fax (512) 854-9185

2

Approved by: _____

Cyd V. Grimes 4/12/10

Voting Session: Tuesday, April 20, 2010

REQUESTED ACTION: APPROVE MODIFICATION NO. 10 TO CONTRACT NO. 08T00073RG, A-TEX PEST MANAGEMENT, FOR PEST CONTROL SERVICES. (FACILITIES MANAGEMENT)

Points of Contact:

Purchasing: Rosalinda Garcia, 854-9700, Bonnie Floyd, 854-9700

Department: Facilities Management, Roger A. El Khoury, P.E., Director, John Carr, 854-4772

County Attorney (when applicable): John Hille

County Planning and Budget Office: Leroy Nellis

County Auditor's Office: Susan Spartaro And Jose Palacios

Other: Rony Auod, Samantha Peterman, Maria Wedhorn

- **Purchasing Recommendation and Comments:** Purchasing concurs with department and recommends approval of requested action. This procurement action met the compliance requirements as outlined by the statutes. This contract provides pest control services countywide.
- Modification No. 10 will increase price for exterior rodent control and exterior general treatment services for the new additional building at the Correctional Complex. Price increase allowed per item 35 Price Changes clause, under General Provisions.
- Modification No. 9 approved by the Purchasing Agent on January 27, 2010, extended the contract for an additional twelve (12) months through March 18, 2011.
- Modification No. 8 will add the South Wellness Clinic and Correctional Complex, Bldg. 12.
- Modification No. 7 approved by Commissioners Court on June 23, added the Substance Abuse Residential Treatment (SMART) facility.
- Modification No. 6, approved by Commissioners Court on April 10, increase price for service at the county jail.
- Modification No. 5 approved by the Purchasing Agent on March 23, 2009, added the East Service Center.

- Modification No. 4 approved by the Purchase Agent on March 3, 2009, added the Northeast Metro Park Buildings.
- Modification No. 3, approved by Purchasing Agent on January 1, 2009, extended the contract for an additional twelve (12) months through March 18, 2010.
- Modification No. 2, approved by Purchasing Agent on December 19, 2008, added the Travis County Rusk Building.
- Modification No. 1, approved by Purchasing Agent on July 31, 2008, corrected the services for Correctional Complex.
- **Contract Expenditures:** Within the last 12 months \$70,420.00 has been spent against this contract.

☐ Not applicable

➤ **Contract Modification Information:**

Modification Amount: Estimated Requirements, as needed basis

➤ **Funding Information:**

☐ Purchase Requisition in H.T.E.: 492267

☒ Funding Account(s): 00137355836009

☐ Comments:

Statutory Verification of Funding:

☐ Contract Verification Form: Funds Verified __ Not Verified ____ by Auditor.

APPROVED ()

DISAPPROVED ()

BY COMMISSIONERS COURT ON: _____

DATE

COUNTY JUDGE

Note: Approval by Commissioners Court authorizes the Travis County Purchasing Agent to issue purchase order.

MODIFICATION OF CONTRACT NUMBER: 08T00073RG**PAGE 1 OF 1 PAGES****Pest Control Services**

ISSUED BY: PURCHASING OFFICE 314 W. 11TH ST., RM 400 AUSTIN, TX 78701	PURCHASING AGENT ASST: Rosalinda Garcia TEL. NO: (512) 854-9700 FAX NO: (512) 854-9185	DATE PREPARED: February 3, 2010
ISSUED TO: A-Tex Pest Management 124 Vicksburg Loop Elgin, Texas 78621	MODIFICATION NO.: 0010	EXECUTED DATE OF ORIGINAL CONTRACT: March 18, 2008
ORIGINAL CONTRACT TERM DATES: <u>March 19, 2008 to March 18, 2009</u>		CURRENT CONTRACT TERM DATES: <u>March 19, 2009 to March 18, 2011</u>

FOR TRAVIS COUNTY INTERNAL USE ONLY:Original Contract Amount: \$ N/A Current Modified Amount \$ N/A**DESCRIPTION OF CHANGES:** Except as provided herein, all terms, conditions, and provisions of the document referenced above as heretofore modified, remain unchanged and in full force and effect.

The above numbered Contract is hereby modified to incorporated price request changes:

1. Exterior Rodent Control – Travis \$20.00 to \$21.00
County Correctional Complex and
County Jail
2. Exterior General \$20.00 to \$21.00
Treatment For All Travis County
Correctional Complex and County Jail

Note to Vendor:

- ☒ **X** Complete and execute (sign) your portion of the signature block section below for all copies and return all signed copies to Travis County.
- ☐ **DO NOT** execute and return to Travis County. Retain for your records.

LEGAL BUSINESS NAME: <u>A-TEX PEST MANAGEMENT INC.</u>	<input type="checkbox"/> DBA
BY: <u>[Signature]</u> SIGNATURE	<input checked="" type="checkbox"/> CORPORATION
BY: <u>Jason Ngolski</u> PRINT NAME	<input type="checkbox"/> OTHER
TITLE: <u>PRESIDENT</u> ITS DULY AUTHORIZED AGENT	DATE: <u>3/25/10</u>
TRAVIS COUNTY, TEXAS BY: <u>Cyd V. Grimes</u> CYD V. GRIMES, C.P.M., TRAVIS COUNTY PURCHASING AGENT	DATE: <u>4/12/10</u>
TRAVIS COUNTY, TEXAS BY: _____ SAMUEL T. BISCOE, TRAVIS COUNTY JUDGE	DATE:

GM200I13

TRAVIS COUNTY

4/08/10

Fiscal Year 2010

Account Balance Inquiry

08:47:06

Account number . . . : 1-3735-583.60-09
 Fund . . . : 001 GENERAL FUND
 Department . . . : 37 SHERIFF
 Division . . . : 35 CORRECTIONS BUREAU
 Activity basic . . . : 58 CORRECTNS & REHABILITATN
 Sub activity . . . : 3 TRAVIS CO JAIL/CORRECTNS
 Element . . . : 60 OTHER PURCHASED SERVICES
 Object . . . : 09 EXTERMINATING SERVICES

Original budget	20,500	
Revised budget	20,778	10/01/2009
Actual expenditures - current . . .	1,035.00	
Actual expenditures - ytd . . .	8,600.00	
Unposted expenditures00	
Encumbered amount	4,172.60	
Unposted encumbrances00	
Pre-encumbrance amount	84.00	
Total expenditures & encumbrances:	13,891.60	66.9%
Unencumbered balance	6,886.40	33.1

F5=Encumbrances F7=Project data

F8=Misc inquiry

F10=Detail trans F11=Acct activity list

F12=Cancel

F24=More keys

PURCHASE REQUISITION NBR: 0000492267

REQUISITION BY: SAMANTHA 854-4185

STATUS: BUYER PROCESSING

REASON: MODIFY PO#430379 / ATTN:ROSE

DATE: 1/27/10

SHIP TO LOCATION: AS INDICATED BELOW

SUGGESTED VENDOR: 71069 A TEX PEST MANAGEMENT INCORPOR

DELIVER BY DATE: 1/27/10

LINE NBR	DESCRIPTION	QUANTITY	UOM	UNIT COST	EXTEND COST	VENDOR PART NUMBER
1	EXTERIOR GENERAL TREATMENT FOR ALL TCCC FACILITIES AS SPECIFIED IN PART IV - SPECIFICATIONS, SECTION 9 COMMODITY: BLDG MAINT-PEST CONTROL SUBCOMMOD: PEST CONTROL-BLDG MAINT INVENTORY BUILDING: AI STOCK NO: 942-059-00104	2.00	MO	21.0000	42.00	
2	PEST CONTROL SVCS - TCCC EXTERIOR RODENT CONTROL COMMODITY: BLDG MAINT-PEST CONTROL SUBCOMMOD: PEST CONTROL-BLDG MAINT INVENTORY BUILDING: AI STOCK NO: 942-059-00065	2.00	MO	21.0000	42.00	
REQUISITION TOTAL:					84.00	

A C C O U N T I N F O R M A T I O N

LINE #	ACCOUNT	PROJECT	%	AMOUNT
1	00137355836009	OTHER PURCHASED SERVICES EXTERMINATING SERVICES	100.00	42.00
2	00137355836009	OTHER PURCHASED SERVICES EXTERMINATING SERVICES	100.00	42.00
				84.00

REQUISITION IS IN THE CURRENT FISCAL YEAR.



JAMES N. SYLVESTER
Chief Deputy

GREG HAMILTON

TRAVIS COUNTY SHERIFF

P.O. Box 1748
Austin, Texas 78767
(512) 854-9770
www.tcsheriff.org

PHYLLIS CLAIR
Major – Law Enforcement

DARREN LONG
Major – Corrections

MARK SAWA
Major - Administration & Support

Date: February 05, 2010

MEMORANDUM

TO: Rose Garcia, Purchasing

FROM: Samantha Peterman, Accounting Clerk

SUBJECT: Modification, Pest Control Services, Contract#08T00073RG

Travis County Sheriff's Office is requesting that Purchasing modify Contract 08T00073RG for Pest Control service to allow for a price increase \$20.00 to \$21.00 monthly on ref#94205900104 Exterior Pest Control and ref#94205900065 Exterior Rodent Control.

If you have any question please feel free to give me a call at 854-4185.

XC: Maria Wedhorn, Financial Analyst

#

4

RECEIVED
COUNTY JUDGE'S OFFICE

Travis County Commissioners Court Agenda Request

10 APR 12 PM 4:02

Voting Session: 4/20/2010
(Date)

Work Session: _____
(Date)

I. A. Request made by: Joseph P. Gieselman, Executive Manager Phone # 854-9383
Signature of Elected Official/Appointed Official/Executive Manager/County Attorney

B. Requested Text: Consider Tenant Relocation Agreement with Roy Blizzard and take appropriate action.

C. Approved by: Karen Huber
Karen Huber, Commissioner Precinct 3

- II. A. Backup memorandum and exhibits should be attached and submitted with this Agenda Request (Original and eight (8) copies of agenda request and backup).
- B. Please list all of the agencies or officials names and telephone numbers that might be affected or be involved with the request. Send a copy of this Agenda Request and backup to them:

John Hille, CA 854-9415

Melinda Mallia, TNR 854-9383

Julie Joe, CA 854-9415

Rose Farmer, TNR 854-9383

III. Required Authorizations: Please check if applicable:

Planning and Budget Office (473-9106)

- _____ Additional funding for any department or for any purpose
- _____ Transfer of existing funds within or between any line item budget
- _____ Grant

Human Resources Department (473-9165)

- _____ A change in your department=s personnel (reclassifications, etc.)

Purchasing Office (473-9700)

- _____ Bid, Purchase Contract, Request for Proposal, Procurement

County Attorney=s Office (473-9415)

- ☒ Contract, Agreement, Policy & Procedure

AGENDA REQUEST DEADLINE: This Agenda Request complete with the backup memorandum and exhibits should be submitted to the County Judges Office no later than 5:00 PM on Monday for the following weeks meeting. Late or incomplete requests may be deferred to the next subsequent meeting.



TRANSPORTATION AND NATURAL RESOURCES

JOSEPH P. GIESELMAN, EXECUTIVE MANAGER

411 West 13th Street
Executive Office Building
PO Box 1748
Austin, Texas 78767
(512) 854-9383
FAX (512) 854-9436

April 9, 2010

MEMORANDUM

TO: Members of the Commissioners' Court

FROM: Joseph P. Gieselman, Executive Manager

SUBJECT: Tenant Relocation Agreement with Dr. Roy Blizzard

Agenda Item: Consider tenant relocation agreement with Roy Blizzard and take appropriate action.

Summary and Staff Recommendation: The agreement provides relocation assistance to Dr. Roy Blizzard for the expenses he will incur in his move from the tract currently owned by New Life International. Travis County has an agreement to purchase this property, where Dr. Blizzard resides as a tenant, by June 2010. Relocation benefits were calculated according to the federal Uniform Relocation Act. Staff recommends approval.

Budgetary and Fiscal Impact: Funds are available in account 038-4909-629-8112. If federal grant funds are used to acquire the New Life International tract, relocation expenses will be included in the request for grant reimbursement.

Required Authorizations: John Hille, County Attorney

Exhibits: Tenant Relocation Agreement

MSM:JPG:msm

cc: Jon White, TNR
Tom Weber, TNR
Rose Farmer, TNR
Donna Williams-Jones, TNR
Melinda Mallia, TNR

APR-06-2010(TUE) 03:15 BLIZZARD ENT

(FAX)5122499710

P.001/002

TENANT RELOCATION AGREEMENT,

THIS AGREEMENT is made and entered into this 6 day of April, 2010, by and between the County of Travis, Texas, hereinafter referred to as "COUNTY" and Roy Blizzard hereinafter referred to as the "RECIPIENT."

WITNESSETH:

THAT, COUNTY is acquiring certain property in the County of Travis, Texas known as 13426 Volente Rd (FM 2769) Texas (the "Property") at which the RECIPIENT resides.

THAT, the Uniform Relocation Assistance and Real Property Acquisition Policies Act ("URA") has been used as the guide for providing assistance for displaced tenants under certain acquisition projects.

THAT, the Owner of the above-referenced Property entered into a voluntary agreement to sell the above-referenced Property to COUNTY.

THAT, the RECIPIENT represents that he resided in a residence located at the above-referenced address, the residence is part of the above-referenced Property, and that the RECIPIENT meets the qualification requirements for relocation assistance.

NOW, THEREFORE, it is agreed as follows:

1. Notwithstanding any provision to the contrary, no relocation benefits will be paid to the RECIPIENT unless and until RECIPIENT has vacated the above-referenced Property and has leased or purchased a comparable replacement property.
2. COUNTY agrees to pay the RECIPIENT the sum of Twelve Thousand Five Hundred and No/100 (\$12,500.00) payable upon acceptance of this Agreement by both parties and after the RECIPIENT has vacated the above-referenced Property.

3. The amount to be paid was determined in accordance with applicable procedures as follows:

ITEM	TOTAL
Relocation of Structures from ^{the} above referenced property	\$12,500.00

4. The RECIPIENT acknowledges that this payment will satisfy any and all obligations of the COUNTY as to this transaction and agrees to accept this payment as complete and full compensation. Said payment is based upon a quote from Corley's Mobile Home Transport and Setup, Inc., attached to this agreement.

5. The RECIPIENT acknowledges that he has had an opportunity to review this Agreement and that he has had an opportunity, if he so chooses, to contact an attorney of his choice to review this Agreement and the RECIPIENT enters into this Agreement fully understanding the nature thereof and saves and holds harmless the COUNTY as a result of this Agreement or anything incident to the purchase of the above-referenced Property.

This Agreement is binding upon the heirs, executors, successors and assigns of COUNTY and the RECIPIENT.

DATED this 6 day of April, 2010.


RECIPIENT


WITNESS

Accepted by: _____
TRAVIS COUNTY

Corky's Mobile Home Transport and Setup, Inc.
PO Box 973
Pflugerville TX 78660

Estimate

Date	Estimate #
4/1/2010	147

Company / Location
Roy Blizzard 13426 Volente Rd Austin TX (512) 750-5384

Customer Name
Blizzard

Item	Description	Total:
Unblock (1)	In the Field-Singlewide	700.00
Houseknt	Used for purpose of: Moving or Parking a house	650.00
Freight	Transport of Singlewide	600.00
Escort	Required- 16ft Wide (Pilot Car)	450.00
Set-Up (4)	Singlewide in Sun Communities	1,800.00
Labor	Dozer & Clearing	1,700.00
Utility (1)	Electrical	1,200.00
Utility (1)	Water/ Sewer	1,300.00
Utility (1)	Natural Gas	900.00
Labor	Hardi Skirting	1,900.00
Labor	Move 2 Portable Buildings	1,300.00
TOTAL	ESTIMATE TOTAL \$	12,500.00

Phone #	Fax #	E-mail
(512) 251-8818	(512) 251-8844	corkysmobilehome@yahoo.com

Please sign and return if accepted.

Signature: 

APR-06-2010(TUE) 03:15 BLIZZAD ENT

(FAX)5122499710

P.001/002

TENANT RELOCATION AGREEMENT,

THIS AGREEMENT is made and entered into this 6 day of April 2010, by and between the County of Travis, Texas, hereinafter referred to as "COUNTY" and Roy Blizzard hereinafter referred to as the "RECIPIENT."

WITNESSETH:

THAT, COUNTY is acquiring certain property in the County of Travis, Texas known as 13426 Volente Rd (FM 2769) Texas (the "Property") at which the RECIPIENT resides.

THAT, the Uniform Relocation Assistance and Real Property Acquisition Policies Act ("URA") has been used as the guide for providing assistance for displaced tenants under certain acquisition projects.

THAT, the Owner of the above-referenced Property entered into a voluntary agreement to sell the above-referenced Property to COUNTY.

THAT, the RECIPIENT represents that he resided in a residence located at the above-referenced address, the residence is part of the above-referenced Property, and that the RECIPIENT meets the qualification requirements for relocation assistance.

NOW, THEREFORE, it is agreed as follows:

1. Notwithstanding any provision to the contrary, no relocation benefits will be paid to the RECIPIENT unless and until RECIPIENT has vacated the above-referenced Property and has leased or purchased a comparable replacement property.
2. COUNTY agrees to pay the RECIPIENT the sum of Twelve Thousand Five Hundred and No/100 (\$12,500.00) payable upon acceptance of this Agreement by both parties and after the RECIPIENT has vacated the above-referenced Property.
3. The amount to be paid was determined in accordance with applicable procedures as follows:

ITEM	TOTAL
Relocation of Structures from ^{the} above referenced property	\$12,500.00

4. The RECIPIENT acknowledges that this payment will satisfy any and all obligations of the COUNTY as to this transaction and agrees to accept this payment as complete and full compensation. Said payment is based upon a quote from Corley's Mobile Home Transport and Setup, Inc., attached to this agreement.

5. The RECIPIENT acknowledges that he has had an opportunity to review this Agreement and that he has had an opportunity, if he so chooses, to contact an attorney of his choice to review this Agreement and the RECIPIENT enters into this Agreement fully understanding the nature thereof and saves and holds harmless the COUNTY in a result of this Agreement or anything incident to the purchase of the above-referenced Property.

This Agreement is binding upon the heirs, executors, successors and assigns of COUNTY and the RECIPIENT.

DATED this 6 day of April 2010.


RECIPIENT


WITNESS

Accepted by:
TRAVIS COUNTY

APR-06-2010(TUE) 03:15 BLIZZARD ENT

(FAX)5122499710

P.002/002

Corky's Mobile Home Transport and Setup, Inc.
PO Box 973
Pflugerville TX 78660

Estimate

Date	Estimate #
4/12/2010	147

Company / Location
Roy Blizzard 13426 Violette Rd Austin TX (512) 750-5384

Customer Name
Blizzard

Item	Description	Total:
Unblock (1)	In the Field-Singlewide	700.00
Houseknt	Used for purpose of: Moving or Parking a House	650.00
Freight	Transport of Singlewide	600.00
Escort	Required- 16ft Wide (Pilot Car)	450.00
Set-Up (4)	Singlewide in Sun Communities	1,800.00
Labor	Dozer & Clearing	1,700.00
Utility (1)	Electrical	1,200.00
Utility (1)	Water/ Sewer	1,300.00
Utility (1)	Natural Gas	900.00
Labor	Hardi Siding	1,900.00
Labor	Move 2 Portable Buildings	1,300.00
TOTAL	ESTIMATE TOTAL \$	12,500.00

Phone #	Fax #	E-mail
(512) 251-8818	(512) 251-8844	corkysmobilehome@yahoo.com

Please sign and return if accepted.

Signature: 

5

Travis County Commissioners Court Agenda Request

Voting Session: April 20, 2010
(Date)

Work Session: _____
(Date)

- I. A. Request made by: Sherri E. Fleming Phone: 854-4100
(Signature of Elected Official/Appointed Official/Executive Manager/County Attorney)

B. Requested Text:

Receive Update from Healthy Families Travis County.

C. Approved by: _____
Signature of Commissioner(s) or County Judge

Signature of Commissioner(s) or County Judge

- II. A. Backup memorandum and exhibits should be attached and submitted with this Agenda Request
(Original and eight copies)

B. Please list all of the agencies or officials' names and telephone numbers that might be affected or be involved with the request. Send a copy of this Agenda Request and backup to them:

- III. Required Authorizations: Please check if applicable.

Planning and Budget Office (854-9106)

- ___ Additional funding for any department or for any purpose
___ Transfer of existing funds within or between any line item budget
___ Grant

Human Resources Department (854-9165)

- ___ A change in your department's personnel (reclassifications, etc.)

Purchasing Office (854-9700)

- ___ Bid, Purchase Contract, Request for Proposal, Procurement

County Attorney's Office (854-9415)

- ___ Contract, Agreement, Policy & Procedure

RECEIVED
COUNTY JUDGE'S OFFICE
10 APR 13 PM 2:51

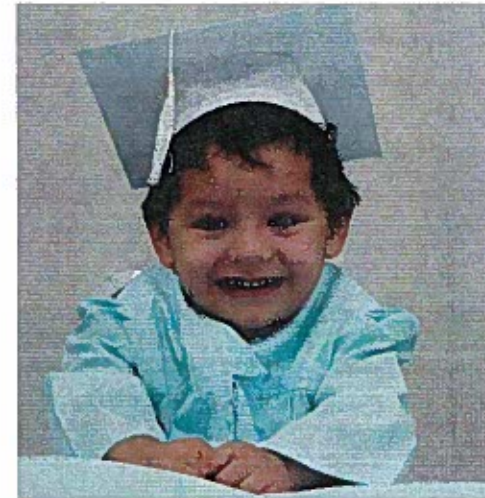
AGENDA REQUEST DEADLINE: This Agenda Request, complete with backup memorandum and exhibits should be submitted to the County Judge's Office no later than 5:00 PM on Monday for the following week's meeting. Late or incomplete requests may be deferred to the next subsequent meeting.



Healthy Families Travis County

To lead the charge in preventing child abuse and neglect, **Healthy Families Travis County** offers home visiting services to first-time parents, which includes:

- promoting healthy child development,
- enhancing the parent/child relationship,
- linking families with community resources.



**healthy
families**
travis county



Healthy Families Travis County

Healthy Families Travis County (HFTC) was awarded a national accreditation by Healthy Families America and Prevent Child Abuse America in 2004 & 2009 because of the program's adherence to best practices. This model was chosen for its documented, research-based success in preventing child abuse and neglect.



a program of Prevent Child Abuse America





Healthy Families Travis County

Healthy Families Travis County offers services to first- time parents who receive prenatal care at some of the local health clinics or attend some of the area high schools.

Many families requesting services from **HFTC** are facing difficult challenges: financial stress, housing problems, domestic violence, and mental health challenges, such as postpartum depression. **HFTC** not only offers parenting information, but offers support by referring families to helpful community resources.





Healthy Families Travis County

Child Abuse Prevention Efforts:

- Research states that in order for a prevention program to be effective, it is best to begin services as early as possible - prenatally. **HFTC** offers services prenatally **95%** of the time.
- Research also indicates that home visits must be made on a regular basis in order to truly benefit families. **HFTC** home visitors complete their required visits at a rate of **81%**.
- Since 1997, **561** families have participated in home visiting services. Coupled with those who have also received community information and referral services, **1078** families have been served.



Healthy Families Travis County

Child Abuse Prevention Efforts:

Through regular home visits, **Healthy Families Travis County** encourages bonding and attachment between parents and their children by modeling activities such as: reading, singing and lots and lots of playing.

Children also receive developmental screenings in order to teach parents what their babies are capable of.





Healthy Families Travis County

HFTC - FY 2010 - Performance Outcomes

- **0%** of families have confirmed cases of child abuse or neglect
- **100%** of children have an established primary medical provider
- **96%** of children are up to date with well child checks
- **96%** of children are up to date with immunizations
- **93%** of children are functioning at age appropriate developmental levels

According to TXDPRS,
there were 7,383
confirmed allegations of
abuse/neglect in the
Austin Region.

Immunization Rates:

86.9% Travis Co.

82.9% Texas

79% Nation

According to 2009 Child
Well-Being Report Card,
United Way

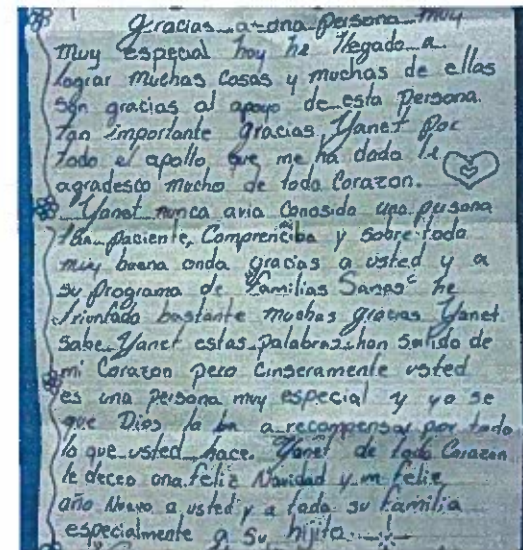


Healthy Families Travis County

2009 Parent Feedback

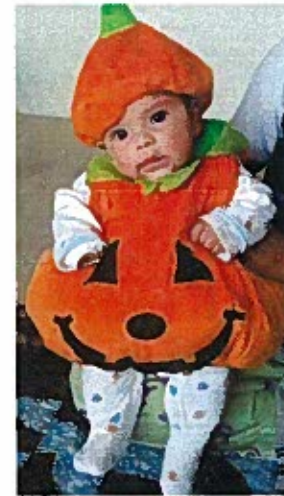
"I would recommend this program to my friends, it is super and offers much help to new moms."

"I would recommend this program....because it helps a lot to know about your baby and how to get along with your husband and your family and because they offer a lot of information that helps a lot. Thank you."





Healthy Families Travis County



For more information, visit:
www.healthyfamiliestraviscounty.org

BUDGET AMENDMENTS AND TRANSFERS

FY 2010

4/20/2010

TRANSFERS

BA#	Project Code	FUND	DEPT/DIV	ACT	ELM/ OBI	Dept.	Line Item	Increase	Decrease	Pg #
T1		001	5910	602	4106	EMS	Cellular Air Time		\$ 73	1
		001	5910	602	4107	EMS	Cell Phone Allowance	\$ 60		
		001	5910	602	2002	EMS	FICA Tax - OASDI	\$ 4		
		001	5910	602	2005	EMS	Retirement Contribution	\$ 7		
		001	5910	602	2006	EMS	Worker's Compensation	\$ 1		
		001	5910	602	2007	EMS	FICA Tax - Medicare	\$ 1		

Budget Adjustment: 20893

Fyr _ Budget Type: 2010-Reg

Author: 55 - CULLEN, JULIANNA

Created: 4/6/2010 4:27:06 PM

PBO Category: Transfer

Court Date: Tuesday, Apr 20 2010

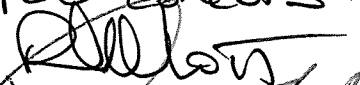
Dept: EMERGENCY MEDICAL SERVICE

Just: CommCodeRq

Transfer of funds to cover cell phone allowance request for Goss, B - CullenJ 44751

From Account	Acct Desc	Project	Proj Desc	Amount
001-5910-602-4106	CELLULAR AIR TIME			73
				73
To Account		Project		Amount
001-5910-602-4107	CELL PHONE ALLOWANCE			60
001-5910-602-2002	FICA TAX - OASDI			4
001-5910-602-2005	RETIREMENT CONTRIBUTION			7
001-5910-602-2006	WORKER'S COMPENSATION			1
001-5910-602-2007	FICA TAX - MEDICARE			1
				73

Approvals	Dept	Approved By	Date Approved
Originator	55	JULIANNA CULLEN	4/6/2010 4:27:21 PM
DepOffice	47	CHRISTINE LEGO	4/6/2010 4:32:50 PM

PBO concurs.

 4/7/10
 4/13/10

Rev. 11-13-2008

Travis County Monthly Cellular Service Allowance REQUEST FORM

Pursuant to Travis County Code, Chapter 39, Wireless Communications Policy, I am submitting this request for additions (A) or changes (C) of monthly cellular service allowances within my Office/Department.



Official/Department Head Signature and Date

4/6/10

effective date

NOTE: All requests for new monthly allowances or increases to previously approved monthly allowances must first go through PBO, then be processed through the Auditor's Office. Along with this request form, a budget transfer sheet must be completed for a transfer of funds into line items 2002 (6.2%), 2005 (9.64%), 2006 (1.95 POPS positions), 2007 (1.45%), and the remaining into 4107. Unless the allowance is for a limited time, the budget transfer used to fund the allowance can only be made on an annualized permanent basis.

A cellular service monthly allowance is requested for (A or C, Employee ID #, position title and slot number):	\$10/mo	\$20/mo	\$30/mo
Goss, Bruce, 333483, Helicopter Mechanic, Slot 14	X	┐	┐
	┐	┐	┐
	┐	┐	┐
	┐	┐	┐
	┐	┐	┐
	┐	┐	┐

Comments: Aircraft Mechanics require cell phone usage due to "On Call" status; however, this monthly allowance is the most cost efficient means to provide this service to the county.

Reviewed by PBO

signature and date

Approved by Commissioner's Court

Date

Processed by Auditor's Office

signature and date

Return a copy to: Chuck Brotherton, Emergency & Wireless Communications Manager
Travis County Emergency Services
Phone 854-4895
Fax 854-4786
Email Charles.Brotherton@co.travis.tx.us

2

Allocated Reserve Status (001-9800-981-9892)

Amount	Dept Transferred Into	Date	Explanation
\$6,639,865			Beginning Balance
\$6,170	TNR	10/13/09	Canceled Purchase Orders
(\$2,132)	Cons. Pct. 1	10/7/09	Accruals
\$26,483	Various Dept	9/25/09	Canceled Purchase Orders
\$1,388	TNR	10/23/09	Canceled Purchase Orders
(\$2,578,800)	TNR	10/28/09	Reimbursement Resolution for Vehicles
(\$250,000)	TNR	11/17/09	Comprehensive Plan
(\$93,003)	Sheriff	11/24/09	SWAP
(\$516,000)	Juvenile Probation	12/1/09	Family Preservation Contract
(\$16,000)	Facilities	12/22/09	Reimbursement Resolution - Real Estate
(\$325,000)	Facilities	12/22/09	Reimbursement Resolution - Real Estate
(\$25,000)	TNR	3/23/10	Envision Central Texas
(\$20,000)	Facilities	3/23/10	Due Diligence Inspections
(\$250,000)	Facilities	3/30/10	Ernest Money for 700 Lavaca Bldg
(\$485,009)	Facilities	3/30/10	Construction/FFE/ITS/moves for HHS Lease
(\$11,177)	Facilities	3/30/10	New HHS lease for one month
(\$43,497)	Purchasing	4/6/10	FTE - Purchasing Agent IV
(\$1,200)	Purchasing	4/6/10	FTE - Office Equip, Furn & Supp
(\$29,771)	PBO	4/13/10	Reimbursement Resolution - Broaddus Mod.6
\$2,027,317	Current Balance		

Possible Future Expenses Against Allocated Reserve Previously Identified:

Amount	Explanation
(\$25,000)	Grant Match MHPD
(\$26,185)	Grant Match Second Chance
(\$20,000)	Hazmat
(\$28,748)	Armored Car Service
(\$25,000)	Records Storage
(\$25,000)	Postage
(\$600,189)	Election Runoff
(\$60,000)	Deaf Services Temporary Interpreters
(\$158,855)	Family Drug Treatment Grant
(\$100,000)	Court Appointed Attorney Fees
(\$300,000)	Court Appointed Attorney Fees-Capital Cases
(\$150,000)	County Court-at-Law #8 Court Appointed Atty Fees
(\$184,266)	Drug Court Grant - Special Populations
(\$12,877)	Overtime for FACTS Training/Implementation
(\$8,268)	Overtime for FACTS Training/Implementation
(\$7,300)	Miscellaneous Recurring Expenses-Operating
(\$1,731,688)	Total Possible Future Expenses (Earmarks)

\$295,629 **Remaining Allocated Reserve Balance After Possible Future Expenditures**

Capital Acquisition Resources Account Reserve Status (001-9800-981-9891)

Amount	Dept Transferred Into	Date	Explanation
\$454,223			Beginning Balance
(\$11,205)	Sheriff	11/24/09	SWAP
(\$2,215)	Facilities	12/22/09	Real Estate
(\$29,995)	TNR	12/22/09	Sidewalk Maintenance Program
(\$13,395)	TNR	1/8/10	Motorcycle Replacement
(\$2,403)	ITS	4/6/10	Office Equip, Furn & Supp - Purchasing FTE
(\$357)	ITS	4/6/10	Educ,Com, Eq & Supp - Purchasing FTE
\$394,653 Current Reserve Balance			

Possible Future Expenses Against CAR Identified During the FY09 Budget Process:

Amount	Explanation
(\$95,500)	Failing Vehicles
(\$95,500) Total Possible Future Expenses (Earmarks)	

\$299,153 Remaining CAR Balance After Possible Future Expenditures

Emergency Reserve Status (001-9800-981-9814)

Amount	Dept Transferred Into	Date	Explanation
\$4,950,000			Beginning Balance
\$4,950,000 Current Reserve Balance			

Fuel & Utility Reserve Status (001-9800-981-9819)

Amount	Dept Transferred Into	Date	Explanation
\$1,000,000			Beginning Balance
\$1,000,000 Current Reserve Balance			

Juvenile Justice TYC (001-9800-981-9829)

Amount	Dept Transferred Into	Date	Explanation
\$250,000			Beginning Balance
\$250,000 Current Reserve Balance			

Future Grant Requirements Reserve Status (001-9800-981-9837)

Amount	Dept Transferred Into	Date	Explanation
\$500,000			Beginning Balance
\$500,000 Current Reserve Balance			

Smart Bldg. Facility Maintenance Reserve Status (001-9800-981-9838)

Amount	Dept Transferred Into	Date	Explanation
\$43,092			Beginning Balance
\$43,092 Current Reserve Balance			

Unallocated Reserve Status (001-9800-981-9898)

Amount	Dept Transferred Into	Date	Explanation
\$43,812,685			Beginning Balance
(\$2,161,824)	ITS	12/15/09	Reimbursement Resolution-Computer Equip.
(\$50,000)	Tax	12/15/09	Reimbursement Resolution - Web Browser Software
(\$2,264,000)	Facilities	12/15/09	Reimbursement Resolution - AHU/HVAC upgrades at Gault and EOB
(\$7,189,337)	EMS	2/23/10	Reimbursement Resolution - purchase & completion of new SF aircraft and 2 aircraft contracts
(\$735,000)	Facilities	4/6/10	Reimbursement Resolution - Airport Blvd. Property Purchase
\$31,412,524 Current Reserve Balance			

Item 7

TRAVIS COUNTY COMMISSIONERS COURT AGENDA REQUEST

Please consider the following item for:

04-20-10

I. A. Request made by: Planning & Budget Office

Review and approve requests regarding grant proposals, applications, contracts, and permissions to continue, and take other appropriate actions:

- a) Annual application to the US Department of Health and Human Services for Travis County to continue to participate in the Parenting in Recovery Project with Travis County Health and Human Services and Veterans Services (TCHHSVS) serving as the regional partnership project lead. The application is for the fourth year of the potential five-year grant that includes a cash match requirement for FY 11 that will be requested and reviewed as a part of the budget process; and,
- b) Annual application to the US Department of Justice – Bureau of Justice Assistance for the Sheriff's Office to be reimbursed for expenses incurred under the Immigration and Naturalization Act of 1994. The reimbursement term is from July 1, 2008 to June 30, 2009.

Approved by:

Signature of Commissioner(s) or County Judge

- II. A. Backup memorandum and exhibits should be attached and submitted with this Agenda Request (Original and eight copies of agenda request and backup).
- B. Please list all of the agencies or officials names and telephone numbers that might be affected or be involved with the request. Send a copy of this Agenda Request and backup to them:

III. Required Authorizations: Please check if applicable:

Planning and Budget Office (854-9106)

- _____ Additional funding for any department or for any purpose
- _____ Transfer of existing funds within or between any line item budget
- _____ Grant

Human Resources Department (854-9165)

- _____ A change in your department's personnel (reclassifications, etc.)

Purchasing Office (854-9700)

- _____ Bid, Purchase Contract, Request for Proposal, Procurement

County Attorney's Office (854-9415)

- _____ Contract, Agreement, Policy & Procedure

TRAVIS COUNTY

4/20/2010

GRANT APPLICATIONS, CONTRACTS AND PERMISSIONS TO CONTINUE
FY 2010

The following list represents those actions required by the Commissioners Court for departments to apply for, accept, or continue to operate grant programs. This regular agenda item contains this summary sheet, as well as backup material that is attached for clarification.

Dept	Grant Title	Grant Period	Grant Award	County Match	In-Kind	Program Total FTEs	PBO Notes	Auditor's Assessment	Page #	ARRA
<i>Applications</i>										
a 58	Parenting in Recovery	9/30/2010 - 9/29/2011	\$500,000	\$0	\$0	\$500,000 1	R	EC	12	
b 37	State Criminal Alien Assistance Program - SCAAP 10	7/1/2008 - 6/30/2009	\$39,278,809	\$0	\$0	\$39,278,809	R	MC	58	

PBO Notes:

R - PBO recommends approval.
 NR - PBO does not recommend approval
 D - PBO recommends item be discussed.

County Auditor's Complexity Assessment measuring Impact to their Office's Resources/Workload

S - Simple
 MC - Moderately Complex
 C - Complex
 EC - Extremely Complex

FY 2010 Grants Summary Report

Outstanding Grant Applications

The following is a list of grants for which application has been submitted since October 1, 2009, and the notification of award has not yet been received.

American Recovery and Reinvestment Act (ARRA) and Large Multi-year Grants are bold and italicized. Additional details for these grants are summarized on a separate page in the document.

Dept	Name of Grant	Grant Term	Grant Award	County Match	In-Kind	Program Total	FTEs	Cm. Ct. Approval Date
49	CAPCOG FY10 Solid Waste Enforcement Grant	12/15/2009 - 08/31/2010	\$8,517	\$0	\$0	\$8,517	0	10/6/2009
24	Formula Grant - Indigent Defense Grants Program	10/1/2009 - 9/30/2010	\$430,945	\$0	\$0	\$430,945	0	10/6/2009
14	<i>American Recovery and Reinvestment Act (ARRA) Competitive Grant for Distributable Renewable Energy Power Generation</i>	<i>12/4/2009-4/30/2011</i>	<i>\$2,000,000</i>	<i>\$360,000</i>	<i>\$40,000</i>	<i>\$2,400,000</i>	<i>0</i>	<i>10/27/2009</i>
58	RSVP	10/1/2009 - 9/30/2010	\$61,281	\$6,128	\$0	\$67,409	0	11/24/2009
12	BJA Federal SAVNS - Courts Only	11/30/2009 - 3/31/2011	\$22,972	\$0	\$0	\$22,972	0	12/8/2009
49	Transportation Enhancement Program	FY 2011 - FY 2014	\$3,419,066	\$854,766	\$0	\$4,273,832	0	12/8/2009
37	<i>Recovery Act - STOP Violence Against Women Act (ARRA) TC Expedited Victim Restoration Grant</i>	<i>4/1/2010 - 3/31/2011</i>	<i>\$10,080</i>	<i>\$0</i>	<i>\$0</i>	<i>\$10,080</i>	<i>0</i>	<i>12/15/2009</i>
37	<i>Recovery Act - STOP Violence Against Women Act (ARRA) Amended 12/15/09 application TC Expedited Victim Restoration Grant</i>	<i>4/1/2010 - 3/31/2011</i>	<i>\$64,599</i>	<i>\$0</i>	<i>\$0</i>	<i>\$64,559</i>	<i>1</i>	<i>12/22/2009</i>
47	Emergency Management Performance Grant	10/1/2009 - 9/30/2010	\$67,200	\$67,200	\$0	\$134,400	0	12/29/2009
58	AmeriCorps	8/1/2010 - 7/31/2011	\$295,290	\$164,583	\$104,598	\$564,471	0	1/19/2010

45	JABG (Local) Juvenile Assessment Center	9/1/2010 - 8/31/2011	\$110,115	\$12,235	\$0	\$122,350	1.37	1/26/2010
24	Formula Grant - Indigent Defense Grants Program	10/1/2009 - 9/30/2010	\$430,945	\$0	\$0	\$430,945	0	2/2/2010
45	Juvenile Drug Court and In-Home Family Services	9/1/2010 - 8/31/2011	\$178,200	\$19,800	\$0	\$19,800	0.24	2/9/2010
Multiple	Family Violence Protection Team	10/1/2010 - 9/30/2012	\$699,507	\$168,239	\$0	\$867,746	4.5	2/9/2010
37	TXDOT Selective Traffic Enforcement Program - FY2011 STEP Wave	10/1/2010 - 9/30/2011	\$10,702	\$1,925	\$0	\$12,627	0	2/16/2010
45	Grant to Expand Substance Abuse Treatment Capacity for Juvenile Treatment Drug Court	10/1/2010 - 9/30/2011	\$324,830	\$48,289	\$0	\$273,119	3	2/23/2010
37	SCATTF - Sheriff's Combined Auto Theft Task Force	4/1/2010 - 8/31/2010	\$38,510	\$0	\$0	\$38,510		2/23/2010
24	Travis County Veteran's Court	4/1/2010 - 8/31/2010	\$48,895	\$0	\$0	\$48,895	1	3/2/2010
19	Family Violence Accelerated Prosecution Program	9/12/2010 - 8/31/2011	\$88,948	\$31,220	\$16,675	\$136,843	1.5	3/2/2010
45	Front End Therapeutic Services Program	9/1/2010 - 8/31/2011	\$28,000	\$0	\$0	\$28,000	0	3/2/2010
45	Eagle Resource Project	09/1/2010 - 8/31/2011	\$49,844	\$0	\$0	\$49,884	0	3/2/2010
45	Travis County Eagle Re-Entry Program	10/1/2010 - 9/30/2011	\$382,685	\$0	\$382,685	\$765,370	6.45	3/2/2010
37	TCSO Child Abuse Victim Services Personnel	10/1/2010 - 9/30/2011	\$39,926	\$9,982	\$0	\$49,908	1	3/2/2010
58	Emergency Food and Shelter Program - Phase 28	1/1/2010 - 12/31/2010	\$122,573	\$0	\$0	\$122,573	0	3/9/2010
40	OVW FY 2010 Safe Havens: Supervised Visitation and Safe Exchange Grant Program	10/1/2010 - 9/30/2013	\$400,000	\$0	\$0	\$400,000	0	3/9/2010

39	Grants to Expand Substance Abuse Treatment Capacity for Adult Drug Courts RFA No. T1-10-011	10/1/2010 - 9/1/2013	\$619,356	\$0	\$0	\$619,365	0	3/9/2010
22	Family Drug Treatment Court (Grant #1974704)	9/1/2010 - 8/31/2011	\$184,981	\$0	\$0	\$184,981	2	3/16/2010
24	Drug Diversion Court	9/1/2010 - 8/31/2011	\$188,422	\$0	\$0	\$188,422	1	3/16/2010
24	Travis County Veteran's Court	9/1/2010 - 8/31/2011	\$206,003	\$0	\$0	\$206,003	2	3/30/2010
39	Travis County Adult Probation DWI Court	9/1/2010 - 8/31/2011	\$234,391	\$0	\$0	\$234,391	1	3/30/2010
55	<i>Mental Health Public Defender Expansion Grant</i>	<i>09/01/2010 - 8/31/2012</i>	<i>\$200,000</i>	<i>\$50,000</i>	<i>\$0</i>	<i>\$250,000</i>	<i>2</i>	<i>4/6/2010</i>
45	Travis County COPE (Collaborative Opportunities for Positive Experiences) Expansion Program	10/1/2010 - 9/30/2012	\$199,986	\$0	\$49,998	\$249,984	1.38	4/6/2010
45	Leadership Academy Dual Diagnosis Unit - Residential Substance Abuse Treatment Program	10/01/2010 - 9/30/2011	\$142,535	\$47,512	\$0	\$190,047	1.82	4/6/2010
37	Target & Blue Law Enforcement Grant	10/1/2010 - 9/30/2011	\$2,000	\$0	\$0	\$2,000	0	4/13/2010
			<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
			\$11,311,304	\$1,841,879	\$593,956	\$13,468,948	31.26	

FY 2010 Grants Approved by Commissioners Court

The following is a list of grants that have been received by Travis County since October 1, 2009

American Recovery and Reinvestment Act (ARRA) and Large Multi-year Grants are bold and italicized. Additional details for these grants are summarized on a separate page in the document.

Dept	Name of Grant	Grant Term	Grant Award	County Match	In-Kind	Program Total	FTEs	Cm. Ct. Approval Date
14	<i>Energy Efficiency and Conservation Block Grants - Recovery (ARRA)</i>	<i>10/2009 - 04/2011</i>	<i>\$2,207,900</i>	<i>\$0</i>	<i>\$0</i>	<i>\$2,207,900</i>	<i>0</i>	<i>10/6/2009</i>
49	TX DoT Advanced Funding Agreement - Howard Lane @ SH130	7/28/2009	\$6,000,000	\$1,575,000	\$0	\$7,575,000	0	10/6/2009
58	2009 Phase 27 ARRA Emergency Food and Shelter Program	04/01/2009 - 12/31/2009	\$41,666	\$0	\$0	\$41,666	0	10/6/2009
19	Underage Drinking Prevention Program	10/01/2008 - 9/30/2011	\$193,750	\$35,715	\$119,504	\$348,969	3	10/6/2009
47	Emergency Management Performance Grant	10/01/08 - 9/30/09	\$67,200	\$67,200	\$0	\$134,400	0	10/13/2009
58	Comprehensive Energy Assistance Program (CEAP) Amendment 1	1/1/2009 - 12/31/2009	\$3,198,032	\$0	\$0	\$3,198,032	0	10/13/2009
58	Title IV-E Child Welfare Services	10/1/2009 - 9/30/2010	\$57,360	\$0	\$0	\$57,360	1	10/20/2009
59	Travis County STAR Flight Equipment Enhancement	10/1/2009 - 11/30/2011	\$75,000	\$0	\$0	\$75,000	0	10/27/2009
39	Travis County Adult Probation DWI Court	9/1/2009 - 8/31/2010	\$210,315	\$0	\$0	\$210,315	1	11/3/2009
22	Family Drug Treatment Court	9/1/2009 - 8/31/2010	\$108,350	\$0	\$0	\$108,350	1	11/3/2009
45	Drug Court/In-Home Family Services Grant	9/1/2009 - 8/31/2010	\$157,500	\$17,500	\$0	\$175,000	0	11/10/2009
45	Residential Substance Abuse Treatment Program	10/1/2009 - 9/30/2010	\$102,888	\$34,296	\$0	\$137,184	1.58	11/10/2009
37	2009 Byrne Justice Assistance Grant - Non ARRA	9/17/2009 - 9/30/2012	\$100,000	\$0	\$0	\$100,000	0	11/17/2009
37	<i>2009 Byrne Justice Assistance Grant (ARRA)</i>	<i>3/1/2009 - 2/28/2013</i>	<i>\$495,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$495,000</i>	<i>0</i>	<i>11/17/2009</i>

23	Texas Commission on Environmental Quality Intergovernmental Cooperative Reimbursement Agreement with Travis County	11/09 - 8/31/2012	\$590,797	\$0	\$0.00	\$590,797	1.75	11/17/2009
49	Onion Creek Greenway, Phase 1 - Urban Outdoor Recreation Grant	8/21/2008 - 8/20/2011	\$1,000,000	\$1,000,000	\$0.00	\$2,000,000	0	11/17/2009
58	RSVP - Texas Department of Aging and Disability Services (TDADS)	9/1/2009 - 8/31/2010	\$23,800	\$23,800	\$0	\$47,600	0	11/17/2009
58	Veterans' Employment and Training Service (Stand Down Grant)	10/24/2009 - 10/25/2009	\$7,000	\$0	\$0.00	\$7,000	0	11/17/2009
37	2007 Homeland Security Grant Program - LETPP	10/12/2007 - 2/28/2010	\$106,905	\$0	\$0	\$106,905	0	11/24/2009
49	Flood Mitigation Assistance - Planning Grant	8/28/2009 - 8/31/2011	\$30,000	\$10,000	\$0	\$40,000	0	12/1/2009
37	State Criminal Alien Assistance Program - SCAAP 09	7/1/2007 - 6/30/2008	\$988,279	\$0	\$0	\$988,279	0	12/15/2009
37	Human Trafficking Law Enforcement Task Force	12/1/2009 - 9/30/2010	\$20,000	\$0	\$0	\$20,000	0	12/15/2009
23	Project Safe Neighborhoods	12/1/2009 - 12/31/2010	\$29,410	\$0	\$0	\$29,410	1	1/5/2010
58	RSVP	10/1/2009 - 9/30/2010	\$61,281	\$6,128	\$0	\$67,409	0.5	2/2/2010
58	Atmos Energy Keeping the Warmth Program	2/12/2010 - 1/31/2010	\$25,000	\$0	\$0	\$25,000	0	2/9/2010
49	CAPCOG FY 10 Solid Waste Enforcement Grant	2/16/2010 - 12/31/2010	\$8,517.96	\$0	\$0	\$8,517.96	0	2/16/2010
58	<i>Parenting in Recovery</i>	<i>9/30/2009 - 9/29/2010</i>	<i>\$508,690.70</i>	<i>\$80,000.00</i>	<i>\$45,000.00</i>	<i>\$633,690.70</i>	<i>1</i>	<i>2/23/2010</i>
55	<i>Information Management Strategy for Criminal Justice Edward Byrne Memorial Justice Assistance Formula Grant (ARRA)</i>	<i>10/1/2009 - 9/30/2010</i>	<i>\$487,359</i>	<i>\$0</i>	<i>\$0</i>	<i>\$487,359</i>	<i>0</i>	<i>2/23/2010</i>
58	Comprehensive Energy Assistance Program (CEAP)	1/1/2010 - 12/31/2010	\$2,934,664	\$0	\$0	\$2,934,664	0	3/2/2010
58	<i>ARRA WAP - Weatherization Assistance Program</i>	<i>9/1/2009 - 8/31/2011</i>	<i>\$2,311,350</i>	<i>\$0</i>	<i>\$0</i>	<i>\$2,311,350</i>	<i>0</i>	<i>3/2/2010</i>

49	Low Income Vehicle Repair Assistance, Retrofit, and Accelerated Vehicle Retirement Program Local Initiative Projects Contract with Texas Commission on Environmental Quality	5/6/2008 - 8/31/2010	\$1,259,730.11	\$0	\$0	\$1,259,730.11	0	3/9/2010
55	Office of Child Representation	10/1/2009 - 9/30/2010	\$239,662	\$443,338	\$0	\$673,000	8	3/16/2010
55	Office of Parental Representation	10/1/2009 - 9/30/2010	\$190,160	\$482,840	\$0	\$673,000	8	3/16/2010
58	SVC I (Seniors and Volunteers for Childhood Immunization)	9/1/2009 - 8/31/2010	\$8,845.20	\$0	\$0	\$8,845.20	0.25	3/30/2010
58	Casey Family Programs Community and Family	1/1/2010 -	\$80,000	\$0	\$0	\$80,000	1	3/30/2010
58	RSVP	10/1/2009 - 9/30/2010	\$63,119	\$6,312	\$0	\$69,431	0.5	3/30/2010
37	2007 LETTP	10/12/2007 - 2/28/2010	\$99,240	\$0	\$0	\$99,240	0	3/30/2010
58	SVC I (Seniors and Volunteers for Childhood Immunization) Advisory Council	10/1/2009 - 9/30/2010	\$4,000	\$0	\$0	\$4,000	0.25	4/13/2010
58	ARRA WAP - Weatherization Assistance Program	9/1/2009 - 8/31/2011	\$2,311,350	\$0	\$0	\$2,311,350	0	4/13/2010
			\$26,404,121	\$3,782,129	\$164,504	\$30,340,754	29.83	

FY 2010 Grants Summary Report

Permission to Continue

Dept	Name of Grant	Personnel Cost	Operating Transfer	Estimated Total	Filled FTEs	Cm. Ct. Approval Date for Continuation	Cm. Ct. Contract Approval Date	Has the General Fund been Reimbursed?
22	Drug Court (State) Program	\$5,084	\$5,084	\$10,168	1	8/18/2009	11/3/2009	Yes
45	Residential Substance Abuse Treatment	\$8,994	\$8,994	\$17,988	1	9/22/2009	11/10/2009	Yes
22	Drug Court (State) Program	\$5,084	\$5,084	\$10,168	1	10/6/2009	11/3/2009	Yes
58	Casey Family Programs Community and Family Reintegration Project	\$9,726	\$9,726	\$19,452	1	12/22/2009	3/30/2010	Pending
58	*Comprehensive Energy Assistance Grant Program			\$430,000		1/19/2010	3/2/2010	Pending
Totals		\$28,888	\$28,888	\$487,776	4			

* Request is not a traditional permission to continue. Budget and expenditures will remain in the department's General Fund Budget until the contract is in place and reclassifications against the grant are processed.

TRAVIS COUNTY FY 09 - FY 14 PLANNING TOOL FOR AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA) AND LARGE MULTI-YEAR GRANT CONTRACTS

The potential impact in future years to the County is shown for planning purposes only. County funding determinations will be made annually by the Commissioners Court based on the availability funding and progress of the program. ARRA Grants are highlighted in bold.

Future year amounts are estimated if not known and impact amounts may be reduced if additional Non-County funding is identified. Amounts shown in a particular year may not represent the actual grant term allocation since terms may overlap the County's Fiscal Year.

Grant Contracts approved by Commissioners Court		FY 09		FY 10		FY 11		FY 12		FY 13		FY 14	
Dept	Grant Title	Grant Award	Add. County Impact	Grant Award	Add. County Impact	Grant Award	Add. County Impact	Grant Award	Add. County Impact	Grant Award	Add. County Impact	Grant Award	Add. County Impact
Criminal Justice Planning	Travis County Mental Public Defenders Office. To establish the nation's first stand alone Mental Health Public Defenders Office. Full impact in FY 12 when grant is no longer available.	\$ 375,000	\$ 250,000	\$ 250,000	\$ 375,000	\$ 125,000	\$ 500,000	\$ -	\$ 625,000	\$ -	\$ 625,000		\$ 625,000
Criminal Justice Planning	Office of Parental Representation. County impact is intended to be offset by reductions to Civil Indigent Attorney Fees. Full impact in FY 12 when grant is no longer available. Impact amounts will be updated to take into account internal reallocations and potential savings.	\$ 300,000	\$ 307,743	\$ 100,000	\$ 102,360	\$ 50,000	\$ 152,360	\$ -	\$ 152,360	\$ -	\$ 152,360	\$ -	\$ 152,360
Criminal Justice Planning	Office of Child Representation. County impact is intended to be offset by reductions to Civil Indigent Attorney Fees. FY 11 is last year of grant. Impact amounts will be updated to take into account internal reallocations and potential savings.	\$ 300,000	\$ 301,812	\$ 100,000	\$ 102,358	\$ 50,000	\$ 152,359	\$ -	\$ 152,359	\$ -	\$ 152,359	\$ -	\$ 152,359
Criminal Justice Planning	Travis County Information Management Strategy for Criminal Justice (ARRA). Includes technology funding for (Constables, Records Management, Adult Probation, Juvenile Probation, Court Administration, County Attorney's Office, District Attorney's Office and Manor Police Department).	\$ -	\$ -	\$ 487,359	\$ -	\$ -	\$ 26,432	\$ -	\$ 26,432	\$ -	\$ 26,432		\$ 26,432
Facilities Management	Energy Efficiency and Conservation Block Grant (ARRA). For Retrofit of the Travis County Executive Office Building HVAC System. One-time grant and includes a \$1.2 million County contribution in FY 10 to complete project.		\$ -	\$ 2,207,900	\$ 1,292,000		\$ -		\$ -		\$ -		\$ -
Travis County Sheriff's Office	2009 Byrne Justice Assistance Grant (ARRA). One-time grant for one-time capital purchases. Does not require a County match or program to continue after grant term ends on 9/30/12.	\$ -	\$ -	\$ 123,750	\$ -	\$ 165,000	\$ -	\$ 165,000	\$ -	\$ -	\$ -		\$ -
Community Supervision and Corrections	Recovery Act Combating Criminal Narcotics Activity Stemming from the Southern Border of the US: Enhancing Southern Border Jails, Community Corrections and Detention Operations. (ARRA) Grant will supplement department's state funding to help keep all current probation officer positions. This two year funding goes to the State and there is no County obligation or impact. Full amount of grant is believed to be spent by FY 11.	\$ -	\$ -	\$ 143,750	\$ -	\$ 143,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
District Attorney	Interlocal Agreement for the Austin/Travis County Family Violence Protection Team. Includes funding for the District Attorney's Office, County Attorney's Office, Travis County Sheriff's Office, and Constable Pct 5. Grant is coordinated by the City of Austin. It is possible that the responsibility to apply for the Grant may fall to the County for FY 11 and beyond.	\$ 342,793	\$ -	\$ 342,793	\$ -	\$ 342,793	\$ -	\$ 342,793	\$ -	\$ 342,793	\$ -	\$ 342,793	\$ -

Transportation and Natural Resources	Local Transportation Project - Advanced Funding Agreement (ARRA). ARRA funding to upgrade 4 roads by milling and overlaying roadway. Grant is a one-time grant with the potential for estimated \$13,741 contribution from the Road and Bridge Fund.	\$ -	\$ -	\$ 687,047	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Health and Human Services	2009 Phase 27 ARRA Emergency Food and Shelter Program. The grant is a one-year one-time grant for emergency utility assistance that does not require a County match or program to continue after termination.	\$ 41,666	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
Health and Human Services	Americorps. Grant match is handled internally within the existing budget of the Texas AgriLife Extension Service. Assumes grant will continue each year.	\$ 288,139	\$ -	\$ 298,297	\$ -	\$ 298,297	\$ -	\$ 298,297	\$ -	\$ 298,297	\$ -	\$ 281,297	\$ -
Health and Human Services	Parenting in Recovery. FY 09 is Year Two of a Potential Five Year Grant. The full impact will occur in FY 13 when grant funding is no longer available.	\$ 500,000	\$ 77,726	\$ 500,000	\$ 80,000	\$ 500,000	\$ 80,000	\$ 500,000	\$ 80,000	\$ -	\$ 580,000	\$ -	\$ 580,000
Health and Human Services	ARRA Texas Weatherization Assistance Program. Provide weatherization services to low income households		\$ -	\$ 2,311,350	TBD	\$ 2,187,544	TBD		\$ -		\$ -		\$ -
Health and Human Services	Community Development Block Grant ARRA (CDBG-R) Funds to be used for approx 39 water connections for Plainview Estates.	\$ 90,000	\$ -	\$ 136,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
Health and Human Services	Community Development Block Grant (CDBG). Impact amounts are based on the amounts added for staff added in HHS and County Auditor's Office to support the grant. The Auditor's staff person also supports other large federal grants, but is only listed here for simplification. Actual amounts may vary by year. Assumes grant will continue each year.	\$ 833,133	\$ 223,908	\$ 866,380	\$ 223,908	\$ 866,380	\$ 223,908	\$ 866,380	\$ 223,908	\$ 866,380	\$ 223,908	\$ 866,390	\$ 223,908
Totals		\$ 3,070,731	\$ 1,161,189	\$ 8,554,926	\$ 2,175,626	\$ 4,728,764	\$ 1,135,059	\$ 2,172,470	\$ 1,260,059	\$ 1,507,470	\$ 1,760,059	\$ 1,490,480	\$ 1,760,059

County Impact includes the grant match amount that is not internally funded or costs that required a budget increase and the amount that may be required by the County upon termination of the grant. This amount does not include all costs related to the administration of the grant that are incurred by the County. Existing grants with approved contracts for the current year with pending applications for the following year are shown only on the contracts sheet to avoid duplication.

SUMMARY OF APPROVED CONTRACTS AND APPLICATIONS

Combined Totals (Approved Applications Pending Notification + Approved Contracts)	FY 09		FY 10		FY 11		FY 12		FY 13		FY 14	
	Grant Amount	Add. County Impact	Grant Amount	Add. County Impact	Grant Amount	Add. County Impact	Grant Amount	Add. County Impact	Grant Amount	Add. County Impact	Grant Amount	Add. County Impact
Approved Applications Pending Notification (Potential Impact)	\$ -	\$ -	\$ 2,164,599	\$ 385,000	\$ 100,000	\$ 25,000	\$ -	\$ 125,000	\$ -	\$ 125,000	\$ -	\$ 125,000
Approved Contracts	\$ 3,070,731	\$ 1,161,189	\$ 8,554,926	\$ 2,175,626	\$ 4,728,764	\$ 1,135,059	\$ 2,172,470	\$ 1,260,059	\$ 1,507,470	\$ 1,760,059	\$ 1,490,480	\$ 1,760,059
Combined Totals	\$ 3,070,731	\$ 1,161,189	\$ 10,719,525	\$ 2,560,626	\$ 4,828,764	\$ 1,160,059	\$ 2,172,470	\$ 1,385,059	\$ 1,507,470	\$ 1,885,059	\$ 1,490,480	\$ 1,885,059

TRAVIS COUNTY FY 09 - FY 14 PLANNING TOOL FOR AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA) AND LARGE MULTI-YEAR GRANT APPLICATIONS THAT ARE PENDING AWARD NOTIFICATION

The potential impact in future years to the County is shown for planning purposes only. County funding determinations will be made annually by the Commissioners Court based on the availability funding and progress of the program. ARRA Grants are highlighted in bold.

Future year amounts are estimated if not known and impact amounts may be reduced if additional Non-County funding is identified. Amounts shown in a particular year may not represent the actual grant term allocation since terms may overlap the County's Fiscal Year.

Outstanding Grant Applications		FY 09		FY 10		FY 11		FY 12		FY 13		FY 14	
Dept	Grant Title	Grant Award	Add. County Impact	Grant Award	Add. County Impact	Grant Award	Add. County Impact	Grant Award	Add. County Impact	Grant Award	Add. County Impact	Grant Award	Add. County Impact
Travis County Sheriff's Office/County Attorney's Office	Recovery Act - STOP Violence Against Women Act. TC Expedited Victims Restoration Grant. <i>One-time ARRA funding for lap tops for TCSO and one-time funding for a Victim Counselor, lap top computer, and operating expenses for the County Attorney's Office. Grant ends March 2011, but for simplification purposes the award is shown fully in 2010. No County match or commitment after grant ends.</i>	\$ -	\$ -	\$ 64,599	\$ -		\$ -		\$ -		\$ -		\$ -
Facilities Management	American Recovery and Reinvestment Act (ARRA) Competitive Grant for Distributable Renewable Energy Power Generation. <i>Grant is for one-time capital purchases to install solar panels at the Expo Center. Grant ends in 2011, but amounts shown assume full expenditures in FY 10. Expenditures for FY 11 will be updated based on progress of the program.</i>	\$ -	\$ -	\$ 2,000,000	\$ 360,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
Criminal Justice Planning	Mental Health Public Defender Expansion Grant Will add two FTE, an attorney and case worker to the office. <i>Travis County would assume the full cost of the FTE after the grant period has ended. This grant is in addition to the current \$625,000 grant with the Texas Task Force on Indigent Defense</i>	\$ -	\$ -	\$ 100,000	\$ 25,000	\$ 100,000	\$ 25,000	\$ -	\$ 125,000	\$ -	\$ 125,000		\$ 125,000
Totals		\$0	\$0	\$2,164,599	\$385,000	\$100,000	\$25,000	\$0	\$125,000	\$0	\$125,000	\$0	\$125,000

County Impact includes the grant match amount that is not internally funded or costs that required a budget increase and the amount that may be required by the County upon termination of the grant. This amount does not include all costs related to the administration of the grant that are incurred by the County. Existing grants with approved contracts for the current year with pending applications for the following year are shown only on the contracts sheet to avoid duplication.

GRANT SUMMARY SHEET

Check One:	Application Approval: <input checked="" type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input type="checkbox"/>	Status Report: <input type="checkbox"/>

Department/Division:	Travis County Health and Human Services and Veterans Service
Contact Person/Title:	John C. Bradshaw/ Contract Specialist
Phone Number:	854-4277

Grant Title:	Parenting in Recovery		
Grant Period:	From:	9/30/10	To: 9/29/11
Grantor:	U.S. Dept. of Health and Human Services, Administration for Children and Families		
American Recovery and Reinvestment Act (ARRA) Grant		Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>

Check One:	New: <input type="checkbox"/>	Continuation: <input checked="" type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	One-Time Award: <input type="checkbox"/>	Ongoing Award: <input checked="" type="checkbox"/>	
Type of Payment:	Advance: <input type="checkbox"/>	Reimbursement: <input checked="" type="checkbox"/>	

Grant Categories/ Funding Source	Federal Funds	State Funds	Local Funds	<i>County Match</i>	In-Kind	TOTAL
Personnel:				69,940		69,940
Operating:	500,000			10,060	45,000	555,060
Capital Equipment:						0
Indirect Costs:						0
Total:	\$500,000	\$0	\$0	\$80,000	\$45,000	\$625,000
FTEs:				1		1

Department	Review	Staff Initials	Comments
County Auditor	<input type="checkbox"/>		
County Attorney	<input type="checkbox"/>		

Performance Measures	Projected FY 10 Measure	Progress To Date:				Projected FY 11 Measure
		12/31/10	3/31/11	6/31/11	9/30/11	
Applicable Depart. Measures						
Number of clients receiving substance treatment services (Please note this number reflects County portion of the Substance Abuse Treatment (SAMSO) contract with ATCIC which is 43% based on financial contribution. Due to this population having multiple treatment episodes and SAMSO being a calendar year contract, actual numbers are not available until end of the calendar year. All numbers are projections based on prior years.)	250					250

12

Number of families involved with child welfare completing service plan goals	90					90
Number of new children entering care	275					275
Measures For Grant						
Percentage of children who had an initial occurrence and/or recurrence of substantiated/indicated child maltreatment within 6, 12, 18 and 24 months after enrolling in the RPG program.	35%					35%
Outcome Impact Description	Reduces the number of incidences of child maltreatment in our community.					
Percentage of children identified as at risk of removal from the home who are able to remain in the custody of a parent or caregiver through case closure. N=5	60%					60%
Outcome Impact Description	Reduces the number of children placed in the foster care system due to parental substance abuse.					
Percentage of parents or caregivers who were able to access timely and appropriate substance abuse treatment as calculated by number of days between program entry and treatment entry (10 days).	80%					80%
Outcome Impact Description	Parents and caregivers with early access to substance dependence treatment are projected to have improved outcomes as it relates to establishing and maintaining sobriety.					
Percentage of parents or caregivers who show improvement in mental health functioning as measured by a pre and post treatment survey. (All data is projected percentages based on the projected measure. No actual data will be available until 30 days after the completion of the quarter.)	70%					70%
Outcome Impact Description	Parent/Caregivers with improved mental health functioning are projected to be better able to maintain sobriety, independence and an ability to safely care for their children without continued involvement by the child welfare system.					



RPG – Regional Partnership Grant. Designation established by Administration of Children and Families.

PIR – Parenting in Recovery. The name of the Travis County RPG site and the local project name.

PIR is a 5-year demonstration site grant awarded to test the validity of the project design. The project, as a part of the award, has a significant investment in evaluation with a designated evaluator paid through grant dollars. Sanna Thompson, PHD, of the University of Texas is PIR's evaluator who designed and is now implementing the evaluation of PIR. As part of the evaluation design, a database has been created to store and analyze data. The validity of the design will or will not be established by the use of a comparison control group for whom the project is also collecting the same data. As part of the grant, no predictions were made regarding specific indicator outcomes. The project design hypothesized that the continuum of services (seamless services) would result in children remaining with their mothers, as opposed to foster care, and the mothers would develop the skills and support required to sustain sobriety. The evaluation is testing this hypothesis.

All percentages provided above, specific to the grant, are to satisfy the grant summary form requirements and are not part of the evaluation. The percentages are based on local trends and cannot be directly linked to the project.

PBO Recommendation:

Health Human Services and Veterans Services (HHS&VS) is requesting Commissioners Court approval to submit the grant application for the fourth year of a potential five year grant program to continue participation in the Parenting in Recovery Project. The program is funded by the U.S. Department of Health and Human Services for Targeted Grants to Increase the Well-being of, and to Improve the Permanency Outcomes for, Children Affected by Methamphetamine and Other Substance Addictions. HHS&VS serves as project lead on behalf of a regional partnership that includes Austin Recovery, Foundation Communities, Texas Department of Family and Protective Services and Austin Travis County Mental Health and Mental Retardation. This proposal falls within one of the three priority program areas established by the Commissioners Court. The grant will provide \$500,000 in grant resources to serve families in the child welfare system with substance abuse issues. Specially, the program will provide substance abuse treatment and support for parents involved in the child welfare system with the goal of keeping families together.

The year-four budget of the grant will provide funding for a Project Director in HHS&VS, 10 treatment beds slots at Austin Recovery depending on the level of care needed, financial assistance for program participants after treatment, and an independent evaluation component. The grant requires a cash match for the fourth year of the program in FY 11 that is currently unbudgeted and will be requested as a part of the FY 11 budget process. In addition there is an in kind requirement that will be met through the existing budget and from partners of the program. The cash match requirement will increase for the anticipated last year of the grant in FY 12.

Recommendations for FY 11 and future cash match requirements will be based on progress of the program, availability of funds, and the department's ability to internally fund some portion or all of the match should additional funds not be available. The department will be providing an update on the results of the program that will be included in the recommendation for the FY 11 Preliminary Budget. There are no long-term commitments to provide funding after termination of the grant. However, it is likely that program partners will seek funding from the County, City, and other resources to continue these services upon termination.

PBO recommends approval of the request in order to continue to the pilot grant program.

12

1. Brief Narrative - Summary of Grant: What is the goal of the program? How does the grant fit into the current activities of the department? Is the grant starting a new program, or is it enhancing an existing program?

The Parenting in Recovery project provides a flexible, comprehensive continuum of services for families in the child welfare system as a result of methamphetamine or other substance dependence. The primary objective of the Parenting in Recovery project is to keep families together in the community while they receive an individualized set of interventions and supports that promote sustained recovery and independent functioning.

This grant will enhance the services provided by the Office of Children Services within Travis County Health and Human Services and Veterans Service (TCHHSVS). TCHHSVS serves as the lead agency on behalf of a regional partnership that includes Austin Recovery, Foundation Communities, Texas Department of Family and Protective Services (DFPS), Austin Travis County Integral Care (ATCIC), Travis County District Court, and Workforce Solutions. The focus of TCHHSVS – Office of Children Services (OCS) is to promote programs and services that enhance the functioning of children, youth and families. OCS has an established collaborative relationship with the child welfare system and maintains oversight for the SAMSO contract. The grant expands service opportunities to families involved in both the child welfare and substance treatment systems.

2. Departmental Resource Commitment: What are the long term County funding requirements of the grant?

There is \$500,000 in grant funds available for FY'11. A cash match of \$80,000 and an in-kind match of \$45,000 is required for a total match of \$125,000. This match amount will increase to \$167,000 in FY'12.

Travis County is providing a cash match of \$80,000 in the form of salary and benefits and mileage for a full-time Project Director as well as travel expenses for county staff to attend PIR grant conferences. Austin Recovery is providing an in-kind match of \$5,397 through volunteer services dedicated to PIR clients. Foundation Communities is also providing a \$5,397 in-kind match using the difference between the rental rate it charges to PIR clients and the fair housing market rate. ATCIC is providing a \$34,206 in-kind match using the difference between the 5% MSO fee charged to the grant and the approved rate of 13%. TCHHSVS is not increasing program costs. Grant partners will be increasing their in-kind matches to cover the increased match requirements in FY'12.

3. County Commitment to the Grant: Is a county match required? If so, how does the department propose to fund the grant match? Please explain.

The grant requires a combination of cash and in-kind matches. TCHHSVS is providing all of the cash match. The grant partners are providing the in-kind match by offering services at a reduced cost and providing volunteer support for project participants.

4. Does the grant program have an indirect cost allocation, in accordance with the grant rules? If not, please explain why not.

There was not enough money in the grant award to cover program costs as well as allow for an indirect cost allocation. The most current indirect cost rate assigned to TCHHSVS by the consultant Maximus is .4247. The proposal for a \$500,000 grant to provide direct services would not be competitive if \$212,350 of that amount went for indirect costs.

5. County Commitment to the Program Upon Discontinuation of Grant by Grantor: Will the program discontinue upon discontinuance of the grant funding? (Yes/No) If No: What is the proposed funding mechanism: (1) Request additional funding (2) Use departmental resources. If (2) is answered, provide details about what internal resources are to be provided and what other programs will be discontinued as a result.

No. This program relies heavily on local resources for the project model which will support sustainability after the grant ends. The Project Director position will end with the grant. The Project Director will develop agreements with program partners that will be sustained after the grant ends. The length of the grant allows the partners time to evaluate the effectiveness of the project model and create and implement a viable sustainability plan that includes the following:

- Regional partnerships will continue as a collaborative body that informs local practices and allocates resources for this population
- Training of Child Protective Services (CPS) staff in Motivational Interview and the use of the M.I.N.I. screening tool for substance dependence and mental health – current goal is to have these as continuing education for CPS staff in the first year of employment
- CPS staff will integrate into practice collaborative treatment planning with a special emphasis on discharge planning
- Austin Recovery will continue to maintain 10 additional beds to serve women and children bringing the agencies capacity to 22

- Foundation Communities will maintain a case manager position to provide support to this population

Partners will identify the funding for treatment and flexible services potentially through increased City/County funding to the existing ATCIC SAMSO contract to serve this population. CPS will enter into contracts with TCHHSVS or Austin Recovery and Foundation Communities to secure needed services for families. Partners will lobby Department of State Health Services to raise the funding rate of treatment beds closer to cost and comparable to City/County contract rates, among other things.

6. If this is a new program, please provide information why the County should expand into this area.

NA

7. Please explain how this program will affect your current operations. Please tie the performance measures for this program back to the critical performance measures for your department or office.

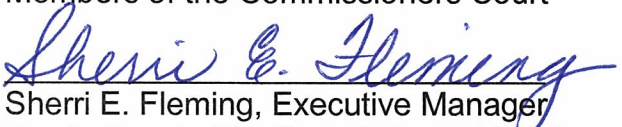
This program is in line with the services currently offered by the Office of Children Services within TCHHSVS.

16



**TRAVIS COUNTY HEALTH and HUMAN SERVICES
and VETERANS SERVICE
100 North I.H. 35
P. O. Box 1748
Austin, Texas 78767**

**Sherri E. Fleming
Executive Manager
(512) 854-4100
Fax (512) 854-4115**

DATE: April 2, 2010
TO: Members of the Commissioners Court
FROM: 
Sherri E. Fleming, Executive Manager
Travis County Health and Human Services and Veterans Service
SUBJECT: FY'11 Grant Application to the U.S. Department of Health and Human Services for Targeted Grants to Increase the Well-Being of, and to Improve the Permanency Outcomes for, Children Affected by Methamphetamine or Other Substance Abuse

Proposed Motion:

Consider and take appropriate action to approve a \$500,000 grant application to the Administration for Children and Families within the U.S. Department of Health and Human Services to fund the Travis County Parenting in Recovery project in FY'11.

Summary and Staff Recommendations:

Travis County Health and Human Services and Veterans Service (TCHHSVS) first received this grant in FY'08. TCHHSVS serves as the lead agency in a regional partnership (known as the Parenting in Recovery project) that includes Austin Recovery, Foundation Communities, Texas Department of Family and Protective Services, Austin Travis County Integral Care, and Workforce Solutions.

The Parenting in Recovery (PIR) project provides a flexible, comprehensive continuum of services for families in the child welfare system as a result of methamphetamine or other substance dependence. The primary objective of the project is to keep families together in the community while they receive an individualized set of interventions and supports that promote sustained recovery and independent functioning.

PIR has three main components: (1) enhanced collaboration between child welfare and the substance dependence treatment providers; (2) improved identification and treatment for families involved with the child welfare system as a result of substance dependence; and (3) the development of a continuum of services for families from treatment to sustained recovery within the community.

The PIR project started serving families in February 2008 and has enrolled 49 families to date. Of these 49 families, 13 were discharged successfully, 11 were discharged unsuccessfully, and 5 were neutral discharges (admitted but did not receive services beyond partial substance dependence treatment), and 20 remain active participants. The project will serve at least 20 families in FY'11.

TCHHSVS staff recommends approving the FY'11 grant application.

Budgetary and Fiscal Impact:

The amount of grant funds available from the U.S. Department of Health and Human Services for FY'11 is \$500,000. A cash and in-kind match of \$125,000 is required. This amount increases to \$167,000 in FY'12, the fifth and final year of the grant.

For FY'11, Travis County is providing a cash match of \$80,000 in the form of salary and benefits and mileage for a full-time Project Director as well as travel expenses for county staff to attend grant conferences.

Austin Recovery is providing an in-kind match of \$5,397 by providing volunteers who will provide support for families enrolled in the program. Foundation Communities will also contribute an in-kind match of \$5,397 by providing rental housing to PIR clients at below market rates. Austin Travis County Integral Care will provide \$34,206 as an in-kind match by reducing the administrative fee it charges for coordinating the services provided to PIR clients. The total in-kind match comes to \$45,000.

Issues and Opportunities:

Children are put at risk when one or both parents have a substance dependence problem. The cost of maintaining an addiction diverts a family's financial resources from providing basic needs such as food, clothing, and housing. Parental substance dependence is a key factor underlying the abuse or neglect experienced by many of the children entering foster care. The Parenting in Recovery project is designed to keep families together by providing treatment and support services.

Background:

The Administration for Children and Families within the U.S. Department of Health and Human Services provides grants for regional partnerships designed to enhance the safety of children who are in an out-of-home placement or are at risk of being put in an out-of-home placement due to a parent's or caretaker's methamphetamine or other substance dependence.

Cc: Jim Lehrman, Director, Office of Children's Services, TCHHS/VS
Susan A. Spataro, CPA, CMA, Travis County Auditor
Jose Palacios, Chief Assistant County Auditor
Janice Cohoon, Financial Analyst, Travis County Auditor's Office
Mary Etta Gerhardt, Assistant County Attorney
Rodney Rhoades, Executive Manager, Planning and Budget Office
Travis Gatlin, Analyst, Planning and Budget Office
Cyd Grimes, C.P.M., Travis County Purchasing Agent
Elizabeth Corey, Assistant Purchasing Agent, Travis County Purchasing Office



Grant Application Package

Opportunity Title:	Continuation of Existing Project for Targeted Grants to
Offering Agency:	Administration for Children and Families
CFDA Number:	
CFDA Description:	
Opportunity Number:	HHS-2010-ACF-CONT-ACYF-CB-CU
Competition ID:	
Opportunity Open Date:	10/01/2009
Opportunity Close Date:	09/29/2010
Agency Contact:	Ben Sharp E-mail: ACFOMGE-Grants@acf.hhs.gov Phone: 202 401 5513

This electronic grants application is intended to be used to apply for the specific Federal funding opportunity referenced here.

If the Federal funding opportunity listed is not the opportunity for which you want to apply, close this application package by clicking on the "Cancel" button at the top of this screen. You will then need to locate the correct Federal funding opportunity, download its application and then apply.

This opportunity is only open to organizations, applicants who are submitting grant applications on behalf of a company, state, local or tribal government, academia, or other type of organization.

* Application Filing Name: Parenting in Recovery

Mandatory Documents

Move Form to Complete

Move Form to Delete

Mandatory Documents for Submission

Application for Federal Assistance (SF-424)
Budget Information for Non-Construction Program
Assurances for Non-Construction Programs (SF-42)
Project Narrative Attachment Form
Budget Narrative Attachment Form
Grants.gov Lobbying Form

Optional Documents

Disclosure of Lobbying Activities (SF-LLL)

Move Form to Submission List

Move Form to Delete

Optional Documents for Submission

Faith Based EEO Survey
Other Attachments Form

Instructions

- Enter a name for the application in the Application Filing Name field.
 - This application can be completed in its entirety offline; however, you will need to login to the Grants.gov website during the submission process.
 - You can save your application at any time by clicking the "Save" button at the top of your screen.
 - The "Save & Submit" button will not be functional until all required data fields in the application are completed and you clicked on the "Check Package for Errors" button and confirmed all data required data fields are completed.
- Open and complete all of the documents listed in the "Mandatory Documents" box. Complete the SF-424 form first.
 - It is recommended that the SF-424 form be the first form completed for the application package. Data entered on the SF-424 will populate data fields in other mandatory and optional forms and the user cannot enter data in these fields.
 - The forms listed in the "Mandatory Documents" box and "Optional Documents" may be predefined forms, such as SF-424, forms where a document needs to be attached, such as the Project Narrative or a combination of both. "Mandatory Documents" are required for this application. "Optional Documents" can be used to provide additional support for this application or may be required for specific types of grant activity. Reference the application package instructions for more information regarding "Optional Documents".
 - To open and complete a form, simply click on the form's name to select the item and then click on the => button. This will move the document to the appropriate "Documents for Submission" box and the form will be automatically added to your application package. To view the form, scroll down the screen or select the form name and click on the "Open Form" button to begin completing the required data fields. To remove a form/document from the "Documents for Submission" box, click the document name to select it, and then click the <= button. This will return the form/document to the "Mandatory Documents" or "Optional Documents" box.
 - All documents listed in the "Mandatory Documents" box must be moved to the "Mandatory Documents for Submission" box. When you open a required form, the fields which must be completed are highlighted in yellow with a red border. Optional fields and completed fields are displayed in white. If you enter invalid or incomplete information in a field, you will receive an error message.
- Click the "Save & Submit" button to submit your application to Grants.gov.
 - Once you have properly completed all required documents and attached any required or optional documentation, save the completed application by clicking on the "Save" button.
 - Click on the "Check Package for Errors" button to ensure that you have completed all required data fields. Correct any errors or if none are found, save the application package.
 - The "Save & Submit" button will become active; click on the "Save & Submit" button to begin the application submission process.
 - You will be taken to the applicant login page to enter your Grants.gov username and password. Follow all onscreen instructions for submission.

20

Project/Performance Site Location(s)**Project/Performance Site Primary Location**☐ I am submitting an application as an individual, and not on behalf of a company, state, local or tribal government, academia, or other type of organization.

Organization Name: Travis County

DUNS Number: 0309088420000

* Street1: 100 N. IH 35

Street2:

* City: Austin

County: Travis

* State: TX: Texas

Province:

* Country: USA: UNITED STATES

* ZIP / Postal Code: 78701-4138

* Project/ Performance Site Congressional District: TX-021

Project/Performance Site Location 1☐ I am submitting an application as an individual, and not on behalf of a company, state, local or tribal government, academia, or other type of organization.

Organization Name:

DUNS Number:

* Street1:

Street2:

* City:

County:

* State:

Province:

* Country: USA: UNITED STATES

* ZIP / Postal Code:

* Project/ Performance Site Congressional District:

Additional Location(s)

Add Attachment

Delete Attachment

View Attachment

Application for Federal Assistance SF-424

Version 02

* 1. Type of Submission:

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

* 2. Type of Application:

- ☐ New
☒ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify)

* 3. Date Received:

Completed by Grants.gov upon submission.

4. Applicant Identifier:

5a. Federal Entity Identifier:

* 5b. Federal Award Identifier:

90CU0039/04

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:

Travis County

* b. Employer/Taxpayer Identification Number (EIN/TIN):

1-746000192-A5

* c. Organizational DUNS:

030908842

d. Address:

* Street1:

100 N. IH 35

Street2:

* City:

Austin

County:

Travis

* State:

TX: Texas

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

78701-4138

e. Organizational Unit:

Department Name:

HHSVS

Division Name:

Office of Children Services

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Ms.

* First Name:

Laura

Middle Name:

* Last Name:

Peveto

Suffix:

Title:

Prevention and Intervention Manager

Organizational Affiliation:

* Telephone Number:

512-854-7874

Fax Number:

812-854-5879

* Email:

Laura.Peveto@co.travis.tx.us

Application for Federal Assistance SF-424

Version 02

9. Type of Applicant 1: Select Applicant Type:

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

Administration for Children and Families

11. Catalog of Federal Domestic Assistance Number:

CFDA Title:

* 12. Funding Opportunity Number:

HHS-2010-ACF-CONT-ACYF-CB-CU

* Title:

Continuation of Existing Project for Targeted Grants to Increase the Well-Being of, and to Improve the Permanency Outcomes for, Children Affected by Methamphetamine or Other Substance Abuse

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Travis County, TX

* 15. Descriptive Title of Applicant's Project:

Substance dependent parents receiving child welfare will receive comprehensive residential treatment, discharge planning and recovery case management

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

Version 02

16. Congressional Districts Of:

* a. Applicant

TX025

* b. Program/Project

TX021

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

09/30/2010

* b. End Date:

09/29/2011

18. Estimated Funding (\$):

* a. Federal	500,000.00
* b. Applicant	80,000.00
* c. State	0.00
* d. Local	45,000.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	625,000.00

* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)

☐ Yes☒ NoExplanation

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:

Mr.

* First Name:

Samuel

Middle Name:

T.

* Last Name:

Biscoe

Suffix:

* Title:

Travis County Judge

* Telephone Number:

512-854-9555

Fax Number:

512-854-9535

* Email:

Sam.Biscoe@co.travis.tx.us

* Signature of Authorized Representative:

Completed by Grants.gov upon submission.

* Date Signed:

Completed by Grants.gov upon submission.

Authorized for Local Reproduction

Standard Form 424 (Revised 10/2005)

Prescribed by OMB Circular A-102

24

Application for Federal Assistance SF-424

Version 02

*** Applicant Federal Debt Delinquency Explanation**

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt. Maximum number of characters that can be entered is 4,000. Try and avoid extra spaces and carriage returns to maximize the availability of space.

BUDGET INFORMATION - Non-Construction Programs

OMB Approval No. 4040-0006

Expiration Date 07/30/2010

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Targeted Grants to Increase the Well-Being of, and to Improve the Permanency Outcomes for Children Affected by Meth.	93.087	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text" value="500,000.00"/>	\$ <input type="text" value="125,000.00"/>	\$ <input type="text" value="625,000.00"/>
2. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5. Totals		\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text" value="500,000.00"/>	\$ <input type="text" value="125,000.00"/>	\$ <input type="text" value="625,000.00"/>

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	Targeted Grants to Increase the Well-Being of, and to Improve the Permanency Outcomes for Children Affected by Meth.				
a. Personnel	\$ 58,560.00	\$	\$	\$	\$ 58,560.00
b. Fringe Benefits	11,380.00				11,380.00
c. Travel	14,333.00				14,333.00
d. Equipment	0.00				
e. Supplies	0.00				
f. Contractual	520,727.00				520,727.00
g. Construction					
h. Other	20,000.00				20,000.00
i. Total Direct Charges (sum of 6a-6h)	625,000.00				\$ 625,000.00
j. Indirect Charges					\$
k. TOTALS (sum of 6i and 6j)	\$ 625,000.00	\$	\$	\$	\$ 625,000.00
7. Program Income	\$	\$	\$	\$	\$

Authorized for Local Reproduction

Standard Form 424A (Rev. 7-97)
Prescribed by OMB (Circular A -102) Page 1A

27

SECTION C - NON-FEDERAL RESOURCES				
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8. Targeted Grants to Increase the Well-Being of, and to Improve the Permanency outcomes for Children Affected by Meth.	\$ 80,000.00	\$	\$ 45,000.00	\$ 125,000.00
9.				
10.				
11.				
12. TOTAL (sum of lines 8-11)	\$ 80,000.00	\$	\$ 45,000.00	\$ 125,000.00

SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$	\$	\$	\$	\$
14. Non-Federal	\$				
15. TOTAL (sum of lines 13 and 14)	\$	\$	\$	\$	\$

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT				
(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16. Targeted Grants to Increase the Well-Being of, and to Improve the Permanency Outcomes for Children Affected by Meth.	\$	\$	\$	\$ 500,000.00
17.				
18.				
19.				
20. TOTAL (sum of lines 16 - 19)	\$	\$	\$	\$ 500,000.00

SECTION F - OTHER BUDGET INFORMATION	
21. Direct Charges:	22. Indirect Charges:
23. Remarks:	

Grant No. 90CU0039

Recipient Organization: Travis County - Parenting in Recovery

Budget Period: 09/30/10 - 09/29/11

Project Period: 09/30/07-9/29/12

BUDGET NARRATIVE CORRESPONDING TO SF424A - Section B - Budget Categories		
Personnel	\$ 58,560	Cash Match: Salary for full-time Project Coordinator employed by TCHHS&VS
Fringe	\$ 11,380	Cash Match: Reflects the following for the Project Director position described above: FICA OASDI (6.2%), FICA Medicare (1.45%), Life Insurance (\$7.25/month), Retirement (11.44%), Workers Compensation Insurance (0.00195%)
Travel	\$ 4,273	Required travel for project meetings. (This will cover the costs of airfare, hotel, per diem for PIR evaluator & regional partnership staff.)
	\$ 10,060	Cash Match: To be used for Project Director mileage and to cover the attendance of county staff at the RPG and other recommended conferences.
Equipment	\$0	
Supplies	\$0	
Contracts	\$ 475,727	Project will entail the following contracts for services (all grant funded): 1) Substance abuse treatment - \$315,000.00 Base budget assumes serving 20 participants during year 4 of the grant. This is projecting for each participant to receive inpatient residential services for up to 90 days at the daily rate of \$178. The cost will vary based on the individualized need of each participant and the project's ability to utilize other funds to defray treatment costs. 2) \$22,008 for part-time Case Manager at Foundation Communities to provide housing case management services 3) Flexible funding for recovery supports: \$117,113.00 . To provide housing subsidies including deposits for housing and utilities, parent training and wraparound supports to participants. These funds will alleviate barriers to sustaining sobriety in the community and may include other services such as child care, transportation costs, medical and dental care, mental health support and document recovery. 4) Administrative fees for behavioral health managed service organization - \$21,606 . To ensure timely and accurate payment for services, and to take advantage of existing quality assurance functions, Austin/Travis County Integral Care (formerly ATCMHMR) will serve as a Managed Service Organization to handle all payments for treatment services and recovery supports. Under the existing agreement between TCHHS&VS and ATCIC, the 13% admin fee has been negotiated, for grant purposes, down to a discounted fee of 5%.
	\$ 45,000	In-Kind Match: \$5,397 from treatment partner in volunteer hours dedicated to the project; \$5,397 from Housing partner in difference btwn grant rental rate and fair housing market rate; \$34,206 from MSO in cost savings of administrative fees - regular rate 13% grant negotiated rate 5%.
Construction	\$0.00	
Other	\$ 20,000	Evaluation cost of Project
TOTAL:	\$ 625,000	

Grant No. 90CU0039

Recipient Organization: Travis County - Parenting in Recovery

Budget Period: 09/30/10 - 9/29/11

Project Period: 09/30//07 - 9/29/12

Year 4 - Budget						
	Grant	Cash		Match In-Kind	Total Match	TOTAL BUDGET
Direct Services:						
Treatment	\$ 315,000			\$ 5,397	\$ 5,397	
Flexible Funding for Recovery Supports	\$ 117,113					
Housing Case Management Svs	\$ 22,008			\$ 5,397	\$ 5,397	
System Improvements:						
Training	\$ -					
Evaluation	\$ 20,000					
Personnel:						
Salary	\$ -	\$ 58,560	\$ -		\$ 58,560	
Fringe	\$ -	\$ 11,380	\$ -		\$ 11,380	
Administrative						
Operating:						
MSO Fees	\$ 21,606		\$ 34,206		\$ 34,206	
Travel	\$ 4,273	\$ 10,060			\$ 10,060	
Supplies & Equipment	\$ -				\$ -	
	\$ 500,000	\$ 80,000	\$ 45,000	\$ 125,000		\$ 625,000

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

<p>* SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</p> <p>Completed on submission to Grants.gov</p>	<p>* TITLE</p> <p>Travis County Judge</p>
<p>* APPLICANT ORGANIZATION</p> <p>Travis County</p>	<p>* DATE SUBMITTED</p> <p>Completed on submission to Grants.gov</p>

Standard Form 424B (Rev. 7-97) Back

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

* APPLICANT'S ORGANIZATION	
Travis County	
* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE	
Prefix: Mr.	* First Name: Samuel Middle Name: T.
* Last Name: Biscoe	Suffix:
* Title: Travis County Judge	
* SIGNATURE: Completed on submission to Grants.gov	* DATE: Completed on submission to Grants.gov

Survey on Ensuring Equal Opportunity For Applicants

OMB No. 1890-0014 Exp. 2/28/2009

Purpose:

The Federal government is committed to ensuring that all qualified applicants, small or large, non-religious or faith-based, have an equal opportunity to compete for Federal funding. In order for us to better understand the population of applicants for Federal funds, we are asking nonprofit private organizations (not including private universities) to fill out this survey.

Upon receipt, the survey will be separated from the application. Information provided on the survey will not be considered in any way in making funding decisions and will not be included in the Federal grants database. While your help in this data collection process is greatly appreciated, completion of this survey is voluntary.

Instructions for Submitting the Survey

If you are applying using a hard copy application, please place the completed survey in an envelope labeled "Applicant Survey." Seal the envelope and include it along with your application package. If you are applying electronically, please submit this survey along with your application.

Applicant's (Organization) Name:	Travis County
Applicant's DUNS Name:	030908842
Federal Program:	Continuation of Existing Project for Targeted Grants to Increase the Well-Being of,
CFDA Number:	

- Has the applicant ever received a grant or contract from the Federal government?

☒ Yes ☐ No
- Is the applicant a faith-based organization?

☐ Yes ☒ No
- Is the applicant a secular organization?

☒ Yes ☐ No
- Does the applicant have 501(c)(3) status?

☐ Yes ☒ No
- Is the applicant a local affiliate of a national organization?

☐ Yes ☒ No
- How many full-time equivalent employees does the applicant have? (Check only one box).

☐ 3 or Fewer ☐ 15-50

☐ 4-5 ☐ 51-100

☐ 6-14 ☒ over 100
- What is the size of the applicant's annual budget? (Check only one box.)

☐ Less Than \$150,000

☐ \$150,000 - \$299,999

☐ \$300,000 - \$499,999

☐ \$500,000 - \$999,999

☐ \$1,000,000 - \$4,999,999

☒ \$5,000,000 or more

Program Narrative for Parenting in Recovery's Continuation Application (Year 4)

Parenting in Recovery: Background

Parenting in Recovery (PIR) brings together a coalition of community service providers who cooperatively provide a flexible, comprehensive continuum of services to women, children, and families who are involved in the state child welfare system as a result of maternal drug and/or alcohol dependence.

The essential goal of the PIR coalition is to help mothers of young children recover from substance dependence, maintain or regain custody of their children, and establish safe and healthy lives and homes.

The objectives of PIR are as follows:

1. Increase the safety and well-being of children of substance dependent mothers by reducing risk factors and increasing protective factors for child maltreatment
2. Decrease the number of out-of-home placements for children of mothers with substance dependence
3. Promote more efficient and effective community resource collaboration in support of mothers with substance dependence and their children
4. Facilitate more effective case management and treatment planning between child welfare and substance abuse treatment systems

Services available to PIR participants include inpatient and outpatient substance abuse treatment, drug court participation, collaborative case management, parenting skills training, safe housing, individual and family counseling, home visitation, child-care assistance, mental health services, medical and dental services, and educational and employment support.

The PIR core partnership includes the following entities:

- **Travis County Health & Human Services**
- **Texas Department of Family & Protective Services, Child Protective Services**
- **Austin Recovery Women's and Women's & Children's Treatment Programs**
- **Travis County Family Drug Treatment Court**
- **Foundation Communities**

PIR collaborative partners include the following:

- **Travis County District Attorney's Office**
- **Texas Court Appointed Special Advocates (CASA)**
- **Travis County Court Appointed Family Advocates (CAFA)**
- **Austin/Travis County Integral Care**
- **Family Connections**
- **Manos de Cristo**
- **Casey Family Programs**
- **Workforce Solutions—Capital Area**

PIR participants are Travis County residents who have been identified by Texas Department of Family & Protective Services (DFPS), Child Protective Services (CPS) as exhibiting symptoms of substance use disorders that impact the care and well-being of their young children.

CPS referrals to PIR may occur under any of the following three basic criteria:

1. A mother gives birth to a baby who tests positive for drugs.
2. A mother is pregnant and tests positive for drugs and has at least one child under age five in the home.
3. A mother is using drugs and has at least one child under age five in the home.

Eligible participants must meet the following conditions:

1. Mother is dependent on alcohol and/or other drugs.
2. Mother is not in acute distress due to a mental health diagnosis such that it would preclude her from actively participating in treatment.
3. Mother's children fit into one or more of the following categories:
 - a. Children are with mother and will accompany her into treatment.
 - b. Children are with relatives or fictive kin in Travis or a contiguous county.
 - c. Children are with relatives, fictive kin, or foster care, regardless of their location, with a plan to consider reunification to the mother in treatment within 45 days of removal.
 - d. Children are with relatives, fictive kin, or foster care, regardless of their location, with plan to place with relatives or fictive kin in Travis or contiguous county within 45 days of removal.
4. Mother demonstrates her willingness to participate in PIR by entering substance abuse treatment and enrolling Family Drug Treatment Court.

PIR enrolled its first treatment group participant in February 2008 and celebrated its first successful full-term graduate in April 2009.

Since inception and as of March 31, 2010, PIR has enrolled 126 participants and 213 children as follows:

- 49 treatment group mothers
- 82 treatment group children
- 77 control group mothers
- 131 control group children

Since inception and as of March 31, 2010, PIR has discharged 29 treatment group participants as follows:

- 13 successful completions
- 11 unsuccessful completions
- 5 neutral discharges (admitted but did not receive services beyond partial substance abuse treatment)

Also since inception, five PIR participants have given birth to drug-free infants. Of the five, three were enrolled at the time of birth; two had been discharged—one successful and one unsuccessful.

Year 3 PIR Activities: Highlights

Year 3 of the PIR grant has been another year of growth and challenge. Since September 30, 2009 and as of March 31, 2010, the project has admitted nine treatment group participants and 31 control group participants, which puts it on target to meet or exceed enrollment goals for Year 3 of the grant.

The PIR-Drug Court collaboration is working smoothly. PIR-Drug Court team members meet weekly to staff participants, discuss ideas and talk through issues, and review and revise policies & procedures. Communication and cooperation among partners is more efficient and effective than in Years 1 & 2. Team members have learned to appreciate and respect their interdependent roles and have identified common ground regarding different perspectives. Partners' understanding of the true nature of substance abuse, addiction, and recovery has grown tremendously, and this has encouraged the team to redefine certain procedures and permit more effective work with participants.

Year 3 has presented budget challenges not experienced previously, when PIR had a surplus precipitated by the late start in Year 1 and subsequent carry over into Year 2. Surplus spending during Year 2 resulted in inflated expectations among partners and participants. Faced with cutting back on spending without dramatically compromising needed services, PIR developed a procedure for supporting participants financially that has begun producing positive outcomes. This plan includes the following components:

- Primary residential treatment is funded fully by PIR; subsequent intensive outpatient, supportive outpatient, and most residential relapse track treatment episodes are funded by State and ATR grant funding sources.
- Participants accept personal responsibility for contributing financially earlier in the process; participants' expected contributions are clearly defined, outlined, and agreed to in contract form during their first three months in the program.
- Participants now have some discretion in how a specified amount of their allotted funds will be spent; this requires them to make informed decisions regarding services and to accept responsibility for those decisions.
- The parent coaching program was redesigned to include 12 sessions and to focus on coaches helping parents develop specific skill sets suggested by their scores on the AAPI-2, which is administered during the first coaching session.

Although agency turnover has continued at a moderate rate, it has not produced significant problems. Indeed, the current makeup of the PIR-Drug Court team appears stronger now than at any time past. For example:

- Austin Recovery, our substance abuse treatment partner, went through a significant agency reorganization that prompted the dismissal of its chief operating officer, chief financial officer, and clinical director. That reorganization resulted in the PIR-Drug Court team acquiring new administrative, clinical, and case management contacts. These individuals fit nicely into the team, and they have worked with us to bring about positive programmatic changes, including a greater focus on trauma-informed services for women

- and a treatment stage structure that permits PIR participants to earn privileges commensurate with their progress in treatment.
- We obtained a new team representative from Foundation Communities, our housing partner. This individual brought a fresh perspective to the team. She conducts comprehensive housing assessments with all PIR participants within 30 days of admission to the program, regardless of their eligibility for Foundation Communities housing. She participates in all team meetings and has successfully prompted the group to deliver better organized intensive collaborative case management.
 - Our State Child Welfare agency is substantially understaffed at the State and local level. However, with the recent addition of permanent caseworkers in the family-based unit, our PIR-Drug Court CPS group of supervisors and caseworkers is currently fully staffed and appear stable for the remainder of the year.
 - Despite a 67% turnover within our designated CPS Investigation Unit, there has been a noticeable increase in efficient operation, including identification of the nature and degree of parents' substance abuse. Part of that occurred as the result of an agreement negotiated between PIR and the Travis County Child Welfare Board that pays for investigators to conduct hair follicle drug testing on mothers, fathers, and children during the investigation stage of the case. This has resulted in parents becoming more truthful in their self-reported drug use. It has also significantly altered the direction of numerous cases, including some toward PIR treatment group or control group participation.

The following narrative expands on these highlights and presents a detailed summary of grant activities, accomplishments, challenges, and project deviations that have occurred during the past year. The narrative concludes with the project plan for Year 4.

PIR Year 3 Accomplishments to Date		
Activity	Product	Status
<i>Project Maintenance</i>		
Program maintenance	<ul style="list-style-type: none"> • PIR Policies & Procedures Manual under revision through Summer 2010 • Regional partnership expanded and contracted as needed • Program tools reviewed and revised quarterly • PIR Management Team meetings held monthly • PIR Evaluation Team meetings held monthly • Case staffings with CPS Investigation Unit held weekly • Regional partnership gathering held in January 2010 • PIR participant focus group to be held in summer or fall 2010 	Ongoing
Grant management	<ul style="list-style-type: none"> • PIR direct and supportive staff remained intact with no turnover; Travis County fully funds Project Director position • Partnership sub-recipient contracts monitored and revised as needed • Grant funds drawn down and expended appropriately • Match contributions from PIR partners identified and submitted • Carry over request for year two submitted and awaiting official approval • Six month reports and grant reapplication submitted in timely fashion 	Ongoing

PIR Year 3 Accomplishments to Date		
Activity	Product	Status
	<ul style="list-style-type: none"> • RPG cluster calls attended monthly • RPG Conference attended biannually • Data successfully uploaded to RPG database biannually 	
<i>Systems Enhancement</i>		
Regional partnership	<ul style="list-style-type: none"> • Partnership expanded to include additional employment, education & training assistance, optometric services, and psychiatric services 	Accomplished, with continuous review
Core partner participation	<ul style="list-style-type: none"> • Child Protective Services: Investigation and caseworker units became fully staffed and participated at improved levels over previous years • Family Drug Treatment Court: <ul style="list-style-type: none"> ◦ FDTC judge performed at consistently high level ◦ Drug Court Coordinator participated in service planning and provision at consistently high level • Austin Recovery: AR expanded and improved treatment curricula • Foundation Communities: New case manager became active and vital member of the PIR-Drug Court team 	Ongoing, with continuous review
Partnership collaboration	<ul style="list-style-type: none"> • Collaboration is working together very well • PIR-Drug Court teams met weekly as follows: <ul style="list-style-type: none"> ◦ PIR Management Team: Monthly ◦ Drug Court Implementation Committee: Monthly ◦ PIR-Drug Court Case Management Team: Bimonthly ◦ PIR-Drug Court Workgroup Subcommittee: Monthly 	Accomplished and ongoing
Quarterly cross-training	<ul style="list-style-type: none"> • Provided well-attended quarterly cross-trainings for PIR partners and the larger Austin service-provider community, as follows: <ul style="list-style-type: none"> ◦ Perspectives: Provider, Parent, & Child Relationships ◦ Addiction Recovery: What Can We Expect in the Future? The Science of Addiction • Scheduled for May 2010: The Process of Getting Safe and Sober: Supporting Survivors of Substance Abuse and Domestic Violence 	Accomplished; additional topics scheduled
Specialized training: CPS, CASA, Casey Foundation	<ul style="list-style-type: none"> • Provided specialized training to designated PIR partners, as follows: <ul style="list-style-type: none"> ◦ PIR Program Admission & MINI Administration ◦ PIR Data Collection and Database Entry ◦ Substance Abuse, Addiction, & Recovery ◦ PIR Program & Program Evaluation Overview 	Accomplished and ongoing
<i>PIR Participate Identification & Entry</i>		
Assignment of cases to treatment and control groups	<ul style="list-style-type: none"> • Assignment of CPS referrals into treatment group and control group revised and clarified 	Accomplished; open to review
Case staffing	<ul style="list-style-type: none"> • PIR Director and CPS Unit Supervisor met weekly to review and discuss referrals into the unit and plan direction of investigations as they relate to PIR program involvement. 	Accomplished and ongoing
Drug testing at investigation stage	<ul style="list-style-type: none"> • CPS investigators began referring mothers, fathers, and children for hair follicle drug tests during the investigation stage of the case. 	Accomplished and ongoing
SA and MH screening tool	<ul style="list-style-type: none"> • MINI critically reviewed and revised for clarity; alternative screening tools examined 	Accomplished and ongoing
<i>Treatment & Recovery</i>		

PIR Year 3 Accomplishments to Date		
Activity	Product	Status
Substance abuse treatment curricula	<ul style="list-style-type: none"> • Treatment provider enhanced trauma-informed substance abuse treatment services through integration of Seeking Safety components into all phases of the treatment program curriculum • Treatment provider developed protocols that permit PIR participants to advance through stages and thereby earn valued privileges; program termed "Milestones." 	Ongoing, with periodic review
Substance abuse treatment continuum of care	<ul style="list-style-type: none"> • Residential treatment length of stay for all PIR participants is 90 days, this subsequent to days in medical detoxification where needed. • All PIR participants step down directly from successful completion of residential treatment into six weeks of intensive outpatient treatment (IOP = 4 sessions/week). • Following IOP, participants begin eight weeks of supportive outpatient (SOP = one session/week). • Step down from higher to lower levels of care provide over six months of direct contact with treatment team. 	Accomplished and ongoing
Community-based recovery supports	<ul style="list-style-type: none"> • 12-step support <ul style="list-style-type: none"> ◦ Following successful completion of residential treatment, participants document attendance at three 12-step meetings per week—one per day on those days not in IOP. ◦ Following successful completion of IOP, participants document 90 meetings in 90 days. • 12-step sponsorship: Participants obtain a 12-step program sponsor prior to completion of residential treatment and report weekly meetings with their sponsor through the duration of their participation in PIR and FDTC. 	Accomplished and ongoing
Collaborative case management in support of treatment team	<ul style="list-style-type: none"> • Admission Plan: PIR Director • Psych-social assessment: Drug Court Coordinator • Bi-weekly case management meetings: CPS caseworker, CASA supervisor, treatment case manager, housing case manager, Drug Court Coordinator, PIR Director • Family Group Conference: Held at 45-60 days into treatment—attended by CPS, CASA, AAL, treatment counselor & case manager, participant's attorney, Drug Court Coordinator, housing case manager, and PIR Director • Discharge Planning Meeting: Held at 75-80 days into treatment—attended by CPS, CASA, treatment counselor & case manager, participant's and children's attorneys, Drug Court Coordinator, housing case manager, and PIR Director 	Accomplished and ongoing
<i>Recovery Support Services</i>		
Housing	<ul style="list-style-type: none"> • Negotiated contract addendum with housing partner that permits PIR to require participants to be responsible for paying a specified percentage of their rent and utilities after three months in housing • PIR-funded half-time housing case manager developed and administered housing assessment to PIR participants within 30 days of program admission • Continued to investigate developing an agreement with current housing provider to rent a fixed number of housing units and place participants into those units without the 	Accomplished, with ongoing review

150

PIR Year 3 Accomplishments to Date		
Activity	Product	Status
	<ul style="list-style-type: none"> partner's direct approval Obtained approval from CPS to temporarily house PIR participants and their children in group sober houses following successful completion of residential treatment in order to provide safer transition from treatment to community; this option has not been utilized to date. 	
Childcare	<ul style="list-style-type: none"> Childcare provided by CPS following successful completion of residential treatment 	Accomplished and ongoing
Dental care	<ul style="list-style-type: none"> Continued relationship with Manos de Cristo, a non-profit provider of low cost dental services Began exploring options for sustaining dental services 	Accomplished, with ongoing review
Parent coaching	<ul style="list-style-type: none"> Parent coaching sessions provided to all PIR participants beginning at approximately 30 days into program enrollment Parent coaching program redefined to include 12 sessions focused on developing specific skill sets suggested by their scores on the AAPI-2 	Accomplished, with ongoing review
Mental health support	<ul style="list-style-type: none"> Options for individual and family therapy following successful completion of intensive outpatient treatment provided by CPS Essential psychiatric services previously provided exclusively by MHMR and/or PIR now supplemented by CPS 	Accomplished, with ongoing review
Financial counseling	<ul style="list-style-type: none"> Five session group courses and one-on-one financial counseling sessions offered by Foundation Communities 	Accomplished and ongoing
Education & employment support	<ul style="list-style-type: none"> Utilized a variety of resources in support of education & employment: Workforce Solutions—Capital Area, Texas Department of Assistive and Rehabilitative Services (DARS), Austin Academy, Austin Community College, Dress for Success 	Accomplished, with ongoing review
Drug testing	<ul style="list-style-type: none"> Random call-in drug testing program that utilizes standard urinalysis, ETG testing, and hair follicle testing initiated by FDTC Random urinalyses conducted during treatment program visits, in-home visits, and prior to drug court appearances 	Accomplished and ongoing
Recovery coaching	<ul style="list-style-type: none"> ATRII funded option provided to selected participants who failed to grasp recovery concepts 	Accomplished and ongoing
Evaluation		
IRB approval	<ul style="list-style-type: none"> IRB renewal submitted and approved 	Completed, with annual renewal
Database upgrades	<ul style="list-style-type: none"> PIR database updated to improve clarity and utility and allow entry of additional data Database expanded to include portal for organizing and displaying local data 	Completed, with ongoing review
Data upload	<ul style="list-style-type: none"> Data successfully uploaded to RPG database as required 	Completed and ongoing biannually
Sustainability		
Create sustainability planning group	<ul style="list-style-type: none"> Casey Family Programs, Austin office, agreed to help organize and facilitate meetings to develop a local sustainability plan 	Accomplished and ongoing

PIR Year 3 Accomplishments to Date		
Activity	Product	Status
	<ul style="list-style-type: none"> Sustainability Committee members identified Initial organizational meeting held at Casey Subcommittee formed to write charter, with completion date set for May 2010 	
Identify services & resources to sustain	<ul style="list-style-type: none"> Achieved collaborative agreement to focus on sustaining Family Drug Treatment Court and essential services provided by PIR during grant years 	Accomplished, with ongoing review
Develop charter	<ul style="list-style-type: none"> Charter subcommittee met to develop mission, vision, and values statements 	In progress
Complete sustainability plan	<ul style="list-style-type: none"> Sustainability Committee scheduled to work on plan during Summer 2010 for completion by end of grant year 3 in September 2010 	In progress
Identify potential funding sources	<ul style="list-style-type: none"> Decision made to apply for the OJJDP FY 2010 Family Drug Court Programs grant, with TCHHS/VS serving as lead Began investigating options for local resources to sustain existing services 	In progress

Year 3 Project Plan Implementation	
Goals from Project Plan for Year 3	Status
Continue to systematically observe and assess PIR participants' progress through the partnership's continuum of care, programs, and services in order to identify programmatic strengths, weaknesses, and gaps.	Improvements accomplished in areas of PIR participant identification, enrollment, substance abuse treatment, housing assessment, and collaborative case management. This is an ongoing project plan goal.
Through observation and program evaluation reports, identify programs, services, and situations that appear to be most relevant to participants' successes and failures, and develop procedures by which to examine those objectively.	Observation of client outcomes prompted us to begin collecting and analyzing treatment group participant local data in an effort to identify characteristics of the individuals and their cases that may be relevant to successful engagement in and completion of the program. This will be an important piece of the Year 4 project plan.
Investigate ways to better engage participants' paramours into the recovery process and/or limit their opportunities to negatively affect participants' progress.	Progress during the past 12 months: Among 21 active treatment group participants, five have paramours who officially enrolled in drug court. Another four have paramours who do not qualify for drug court enrollment because they do not have active substance abuse issues, but who are engaged or have agreed to engage in CPS services such as parenting classes and therapy. Three participants have problematic partners but have separated from them with stated intent to remain that way. Initial reflection on these positive outcomes suggest that they resulted as the result of several factors, including the following: Addressing the issue in earnest at the investigation stage of the case, emphasizing to the family the essential nature of the father's importance to the eventual outcome of the case, and spending time with fathers to assure them that their participation was important for himself, his partner, and his children. The goal of including fathers as an essential ingredient of successful outcomes is an ongoing project plan goal.
Determine and delineate activities and goals that identify participants' progress in recovery and steps forward	This goal has been partially met. In terms of recovery, we clarified our expectations for clients' recovery-

toward self-sufficiency, and develop procedures by which PIR participants document progress in these areas in order to transition to self-sufficiency within 12 months.	related activities during and following treatment and developed protocols for their documenting compliance. Regarding self-sufficiency, we developed a housing and financial support agreement that participants study and sign prior to transitioning out of residential treatment. This agreement presents the amount of financial support available to participants for the duration of their enrollment in PIR. Monthly amounts decline over time, setting up a clear expectation for participants to move toward self-sufficiency. The effectiveness of this course of action will be monitored closely during Year 4.
Focus on participants obtaining early post-treatment employment services, including job skills development and job search assistance, in order to hasten their progress toward self-sufficiency.	This goal presents an ongoing challenge. Due at least in part to their early immersion in and emphasis on treatment and recovery, which continues for up to five months for most participants, the transition to a strong focus on self-sufficiency has been difficult, and only somewhat successful. We did obtain an agreement in principle with DARS to provide PIR with a single point of contact to facilitate participants' entry into DARS programming; a written agreement will be forthcoming. During Year 4 we will study and reemphasize the self-sufficiency goal.
Develop and implement an ongoing system of Motivational Interviewing training that introduces an expanded professional audience to MI principles but focuses primarily on helping the partnership's direct service providers deepen their understanding of and effective utilization of MI skills.	We permanently discontinued training in motivational interviewing and changed the direction of our ongoing training program to focus on child welfare workers who work with families who have multiple needs around substance use and mental health disorders. Developing this training course and working with CPS to adopt it as an option for CPS caseworkers' continuing education will be an important Year 4 goal.
Continue to provide relevant trainings to the larger social service community, while delivering and providing specialized intensive cross-training to substance abuse, child welfare, and drug court workers.	Over the past 12 months PIR offered four quarterly cross-trainings for PIR partners and the larger Austin service-provider community that were well-attended and highly regarded. We partnered with Austin Recovery, who provided meeting space, audio-visual equipment, and refreshments. We also conducted specialized training to designated PIR partners, including CPS, CASA, and Casey Foundation. This is an ongoing project plan goal.
Work closely with Austin Recovery to fine tune that partner's 90-day treatment curriculum, setting goals for the first 30 days, second 30 days, and especially the last 30 days during which life skills training and post-treatment transition issues are addressed in earnest.	We worked closely with our treatment provider's clinical team to develop a program entitled "Milestones" that permits PIR participants to advance through stages and thereby earn valued privileges. An outline of the Milestones program is included as an attachment to this application. Post-treatment transition issues were addressed primarily during discharge planning sessions.
Continue to investigate viable alternatives to the MINI to provide reliable and credible substance dependence and mental health screening information for child welfare staff and service providers.	We did, and continue to, investigate alternative screening tools but did not identify a more suitable one. The UNCOPE appeared promising, but our CPS investigators did not judge it more suitable than the MINI, particularly after we revised the wording in the substance use sections of the MINI to make them more user friendly. We began questioning in earnest the value of screening for major depression, PTSD, and generalized anxiety at the investigation stage of cases. Decisions around screening will take place in Year 4.

Investigate opportunities to expand the PIR regional partnership to include additional substance abuse providers, including one that specializes in Spanish-speaking clients.	We did not expand the regional partnership to include additional treatment providers. We will continue to explore options during Year 4. We do have a procedure by which participants who have specific issues such as Spanish as first language and dual diagnosis may access alternative resources following successful completion of residential treatment at Austin Recovery. That procedure involves accessing State and/or ATR funding for intensive outpatient, supportive outpatient, recovery coaching, and/or therapeutic services.
Monitor and fine tune evaluation data collection and entry by CPS Investigators and Supervisors.	This goal has been accomplished to a substantial degree. Data collection and entry at the beginning of cases no longer present problems. CPS investigators or the investigation unit supervisor reliably collect and enter data accurately for treatment group and control group participants alike. And continuing data collection and entry for treatment group participants is performed dependably by caseworker supervisors and the PIR Director, all of whom are intimately familiar with the ongoing cases. Control client data collection continues to be a challenge. During Year 3 we abandoned asking caseworkers and supervisors to enter control client data into the database. Instead, the PIR Director now develops a checklist-style questionnaire unique to each control group client and asks supervisors to respond by addressing only the requested information. PIR Director enters that data.
Hold two focus groups with PIR participants at various stages of involvement with the program.	We plan to hold a focus group in summer or fall 2010. This is an ongoing project plan goal.
Develop a stronger relationship with publicly funded medical, psychological, and psychiatric service providers that will offer reliable service provision protocols and provide sustainable post-grant resources for these services.	This is an ongoing process and a continuing goal. We have strengthened our relationship with our dental provider and are working together on a sustainability plan for dental care. Better organized collaborative case management during Year 3 helped the PIR-Drug Court team track participants' obtaining needed medical, psychological, and psychiatric services, some of which was provided by publicly funded agencies, and some funded by PIR and PIR partners.
Engage PIR partners and other relevant parties in earnest discussions regarding a sustainability plan for the community to sustain gains made during the years of grant funding. Develop a first draft for this plan.	We began this process in earnest during the first half of Year 3 and will continue to pursue it during the second half, with the goal of approving a charter in May 2010 and a sustainability plan in September 2010.

Deviations from Project Plan

Deviations from project plan include the following:

- We permanently discontinued providing training in motivational interviewing to individuals who work directly with PIR-Drug Court participants. Trainees appreciated the philosophical intent of the model but did not internalize or utilize the skill set. Continuing the training program at a level necessary to bring about long-term effective utilization of skills would have been cost prohibitive, with the outcome uncertain.

- Length of stay for PIR participants has stretched beyond the originally projected one year in almost every case. One recent successful graduate remained enrolled in the program for two years. Another took 19 months. One, and only one, notable exception: A participant successfully completed the program in 10 months. This participant not only was intelligent, educated, job-trained, and highly motivated, but also had a significant other partner who successfully completed treatment and engaged in CPS services, plus non-substance abusing parents who moved from out-of-state to live close by and provided financial and emotional support.
- The MINI substance abuse and mental health screening instrument has undergone several revisions in attempts to make it more user friendly. The PIR program director, with input from collaboration partners, has investigated alternative screening tools but to date has not identified a more suitable one. Additionally, the PIR-Drug Court team has begun questioning the value of screening for major depression, PTSD, and generalized anxiety at the investigation stage of cases. This is due at least in part to participants' inability and/or unwillingness to provide reliable information about their mental health status during early stages of the case and before they achieve some degree of drug abstinence. Furthermore, treatment providers assess participants' mental health status during the assessment stage of treatment, and participants receive a psychological evaluation funded by child welfare within 60 days of enrollment in treatment.
- PIR treatment and control group admission procedures have evolved in response both to changing circumstances within the collaboration and to our experience with admitting participants generally. For example, eligibility criteria were broadened to admit participants whose reunification with their children may take up to 45 days or longer under certain circumstances. Current procedures are as follows:
 - At the beginning of every month, PIR Director tells CPS Investigation Unit Supervisor how many PIR treatment group participants may be enrolled into the treatment group for that month. This number reflects current PIR enrollment numbers and available funding.
 - Beginning with new referrals into the unit for that month, CPS Supervisor assigns every new referral to the treatment group pool; these cases are worked as potential treatment group participants until the designated number of treatment group participants has enrolled.
 - Once the designated number of treatment group participants has enrolled, cases are worked as follows:
 - Subsequent referrals into the unit are assigned to the control group pool, and all who qualify are invited to sign the evaluation study release form.
 - Previous referrals into the unit who were assigned to the treatment group pool are reassigned to the control group pool, and all who qualify are invited to sign the evaluation study release form.
 - At any time during the month, clients referred into the unit who are dependent on methamphetamine and who qualify for the treatment group are invited to enroll in the treatment group as long as there is available funding. Enrollment may occur immediately or may be delayed until the beginning of the following month.
 - If a treatment group participant slot opens up unexpectedly (e.g., a new enrollee is discharged), that slot is filled by restarting the client assignment procedure as outlined above.

Project Challenges to Date

Challenges to date include the following:

- Continuing challenge: PIR participants often present with limited levels of education, job skills, and work experience. Some have never been gainfully employed, and some simply lack the motivation and/or confidence in their ability to become self-sufficient. A decided minority has high school diplomas or GED's. Participants report an average of 10.5 years of formal education. Some are literally or functionally illiterate. While these conditions do not prohibit participants from achieving sobriety and being good parents, they do greatly impact their ability to become self-sufficient. This problem is exacerbated by the fact that PIR funding limits the length of time that participants can be supported financially while they obtain education and/or job training to help them support themselves.
- Criminal histories: Most PIR participants bring with them criminal histories, including felony and misdemeanor drug and assault convictions that in some cases disqualify them for relevant services and resources such as food stamps, Medicaid, and safe affordable housing.
- Mental health: Virtually all PIR participants present with mental health diagnoses that influence their recovery process and their ability to parent effectively. Many suffer from both mood and personality disorders. Few have been effectively diagnosed or treated prior to the onset of their CPS case. Once enrolled in PIR and drug court, participants gain access to diagnostic services but often encounter barriers to obtaining ongoing access to psychiatric care and psychotropic medications.
- Coping skills: Many PIR participants have survived for many years by their wits, through coping and survival skills that include deceit and manipulation—qualities that served them well in the environments in which they lived, but that run counter to the basic principles of recovery: Honesty, open-mindedness and willingness to change. Ninety days of residential treatment and six or more weeks of outpatient aftercare introduce them to the principles, but significant and meaningful change comes slowly, and sometimes reluctantly. The attitude, belief and lifestyle changes that the PIR-Drug Court team asks them to make in a relatively short period of time are profound. To date, over half of PIR participants who left the program did so “successfully.” However, successful completion does not necessarily translate into successful recovery, which implies positive growth and change physically, mentally, emotionally, and spiritually.
- Extended length of stay beyond one year: Our original length of program involvement projections were predicated on serving clients who would respond positively, if not enthusiastically, to the removal of barriers associated with achieving sobriety, obtaining safe housing, becoming good parents, and moving quickly toward self-sufficiency. However, as noted above, we have seen clearly that the process of personal growth and change takes time, especially for individuals who have little or no experience with personal safety and success. It is also true even for those who have had the benefit of a relatively stable life.
- Relapse: Relapse into alcohol and drug use following 90-day residential treatment continues to challenge and delay participants' progress toward stability and self-sufficiency. A particular challenge during Year 3 has been how to address the use of alcohol by participants who acknowledge a drug problem but deny the implications of drinking alcohol, which many refuse to identify as a drug. Their denial may be exacerbated by the child welfare's failure

generally to respect the potential repercussions of alcohol consumption by drug addicts who are abstaining from other drugs.

- **FBSS caseloads:** Inasmuch as all PIR participants are required to enroll in family drug treatment court, their CPS case must include a legal case, with either child welfare taking temporary managing conservatorship of the children (TMC) or the court officially ordering services (COS) while the children remain in the custody of the parent. TMC cases encounter strict legal limits that define the length of time that a case may remain open once children are reunited with parents; that time period is six months—not sufficient for the participant to successfully complete the drug court program. Therefore, our drug court judge has chosen to accept COS cases almost exclusively, and when TMC cases are presented to her by CPS, she is prone to overrule child welfare’s recommendation and take the case as COS. This has resulted in case overloads for CPS caseworkers and supervisors who work in family based services. Child welfare has responded by reducing the level of required face-to-face contact between caseworkers and participants.
- **Dental care:** Dental care has proven to be a major unanticipated problem associated with PIR participants’ recovery. Physical pain commensurate with dental problems inhibits progress in treatment. Physical appearance associated with long-term drug use and poor dental hygiene negatively affects self-esteem. Dental care, particularly full-mouth reconstruction, is very costly, but participants consider it to be at least as essential to their recovery process as safe housing.
- **Alternative funding sources:** Braided funding with ATRII and State of Texas has occurred at substantially reduced rates to that in Year 2. We currently rely on State funding for intensive outpatient, supportive outpatient, and in some cases detoxification and relapse track treatment. ATRII funding supports occasional instances of intensive outpatient, plus specified support services up to a maximum of \$1800 per client. Information regarding ATRIII is not available at this time.
- **Control group data collection:** This continues to provide a significant challenge. Indeed, efficiently tracking child welfare clients receiving “services as usual” as they move through the system appears to be a challenge even for child welfare. Caseworkers and supervisors routinely change, and even when they remain constant, caseworkers typically see clients infrequently. This inhibits their ability to know and/or remember the small details of their cases and forces them to dig through case files to provide information for the database.
- **Sustainability:** Extended length of stay in substance abuse treatment, plus medical, dental, psychiatric, parent coaching, housing, other aftercare services are currently supported at acceptable levels by RPG grant funding but present significant challenges to becoming sustainable beyond the grant period as they exist presently.

Project Plan for Year 4

- Continue to systematically observe and assess PIR participants’ progress through the partnership’s continuum of care, programs, and services in order to identify programmatic strengths, weaknesses, and gaps. This process will be facilitated by: 1) Bimonthly case staffings attended by individuals who work closely with participants, understand their needs, and hear their reactions to relevant services, resources, and phases of programming; and 2) Focus groups with participants at varying stages of involvement with the program.

- Collect and analyze treatment group participant local data in an effort to identify characteristics of participants, their personal histories, and their cases that may be relevant to successful engagement in and completion of the program. We began this process in January, 2010 and saw interesting initial results that encouraged us to expand the project to include collecting and analyzing data on multiple variables, such as prior child welfare involvement, prior parental rights terminations, timing of parent-child reunification, criminal history, mental health diagnoses, and intelligence quotients. The number of cases will be small for data analysis, but we hope to see meaningful trends that can inform our treatment model. Sanna Thompson, our PIR project evaluator, has agreed to provide statistical and data analysis expertise to the local data project.
- Continue to study our initial screening process as it relates to substance dependence and mental health conditions. Feedback from our child welfare investigators during the past year suggests that they have become comfortable with the current incarnation of the two substances abuse sections of our current instrument—an adaptation of the MINI, but continue to find the mental health sections difficult. Indeed, they have thoughtfully questioned the value and efficacy of screening for specific mental health conditions during the investigation stage of the case, when clients are or recently were using drugs. This is true particularly considering their limited expertise in recognizing mental health problems generally. Many of our coalition partners agree. Sorting through the issues of what, when, and how to screen will be an important Year 4 goal. One possible solution is to develop a tool unique to the characteristics of our participants and the needs and expectations of our partners.
- Continue to work with our parent training partner to evaluate how best to use information gained from the Adult-Adolescent Parenting Inventory–2 (AAPI2) and the Ages & Stages Questionnaire (ASQ), and continue to research alternative instruments which may provide more relevant information in the realm of parenting and parent-child relationships.
- Continue to focus on participants obtaining post-treatment employment services, including job skills development and job search assistance, in order to hasten their progress toward self-sufficiency. To help accomplish this goal, the team will continue to analyze the challenge facing these participants to achieve self-sufficiency. Furthermore, the team will strive to better understand the processes and expectations of its work-readiness partners and to strengthen its relationships with those partners.
- Continue to work on bringing participants' paramours into the PIR-Drug Court program. We have seen how distracting disengaged partners can be for participants, in some cases to the point of sabotaging their entire recovery process and playing a significant role in their losing custody of their children. We have made significant progress during the past 12 months and will carry what we have learned into Year 4.
- Continue providing quarterly cross-trainings for PIR partners and the larger Austin service-provider community, who have demonstrated a thirst for high quality free education that offers continuing education credits. Three of the last four trainings attracted over 100 participants. Also related to training, we plan to define a course curriculum for a larger sustainable training effort for child welfare workers. We will study the six-module training program obtained from CFF during the Winter 2010 RPG Conference, with the goal of adapting it to the continuing educational needs of child welfare workers who work with families who have multiple needs around substance use and mental health disorders. We plan to pilot the resulting curriculum for a quarterly cross-training audience during Year 4 of the grant.

- Develop policies and procedures to address unresolved issues that have challenged the PIR-Drug Court team over the last year and a half. These include:
 - Drug testing: Resolve confusion and disagreement among team members on the validity of various drug testing methods and determine how to interpret and utilize drug test results to the best benefit of participants.
 - 12-Step program meeting requirements and documentation: Resolve the issue of participants misrepresenting sponsor contacts and meeting attendance through false self report and forged signature cards.
 - Transitional housing: Develop protocols for transitioning from residential treatment back into the community that match the needs of individual participants to the expanded options available, including group sober homes for women and children.
- Study and revise the PIR-Drug Court team's program of drug court rewards and sanctions in accordance with lessons learned and materials obtained during the Winter 2010 RPG Conference. Likewise, continue to work with the coalition's primary substance abuse treatment provider to develop a more comprehensive trauma-informed treatment curriculum, as per training received at that conference.
- Hold two focus groups with PIR participants, as follows: One with currently enrolled participants and one with program graduates.
- Continue to explore opportunities to expand the PIR regional partnership to include additional substance abuse providers, including one that provides legitimate dual-diagnosis treatment.
- Continue work begun during Year 2 and continued in Year 3 to expand membership in the Regional Partnership to include State level partners.
- Complete development of a workable sustainability plan, as follows:
 - The Charter Subcommittee will develop a sustainability plan charter that includes mission, vision, and values statements, to be completed and approved by the full Sustainability Committee in May 2010.
 - The Sustainability Committee will develop a sustainability plan during summer 2010 for completion by the end of grant Year 3 in September 2010.
 - Travis County Health & Human Services, led by the PIR Project Manager, will apply for the OJJDP FY 2010 Family Drug Court Programs grant in April 2010.
 - The Sustainability Committee will delineate recovery-related services that must be sustained post-grant for the FDTC to continue to effectively support enrolled participants.
 - The Committee will continue to investigate options for local resources to sustain existing services.

Attachments

1. Revised flowcharts for PIR eligibility, admission, and data collection and database entry
2. Austin Recovery
 - a. Women's and Women & Children's treatment curriculum with highlighted trauma-informed components
 - b. Milestones for PIR-Drug Court Program Participants
3. Sample Housing Agreements I & II
4. Revised Lease Agreement: Foundation Communities



PIR Admission Criteria & Conditions

CPS Investigation Unit Supervisor:

Does mother meet at least one PIR Criteria?

1. Mother gives birth to a baby who tests positive for drugs.
2. Mother is pregnant and tests positive for drugs and has at least one child under age five in the home.
3. Mother is using drugs and has at least one child under age five in the home.

YES

1. Assign case to TREATMENT Group Pool or CONTROL Group Pool.*
2. Assign CPS Investigator.

NO

Not eligible for PIR; proceed with CPS services "as usual."

CPS Investigator:

Are the following PIR Conditions met?

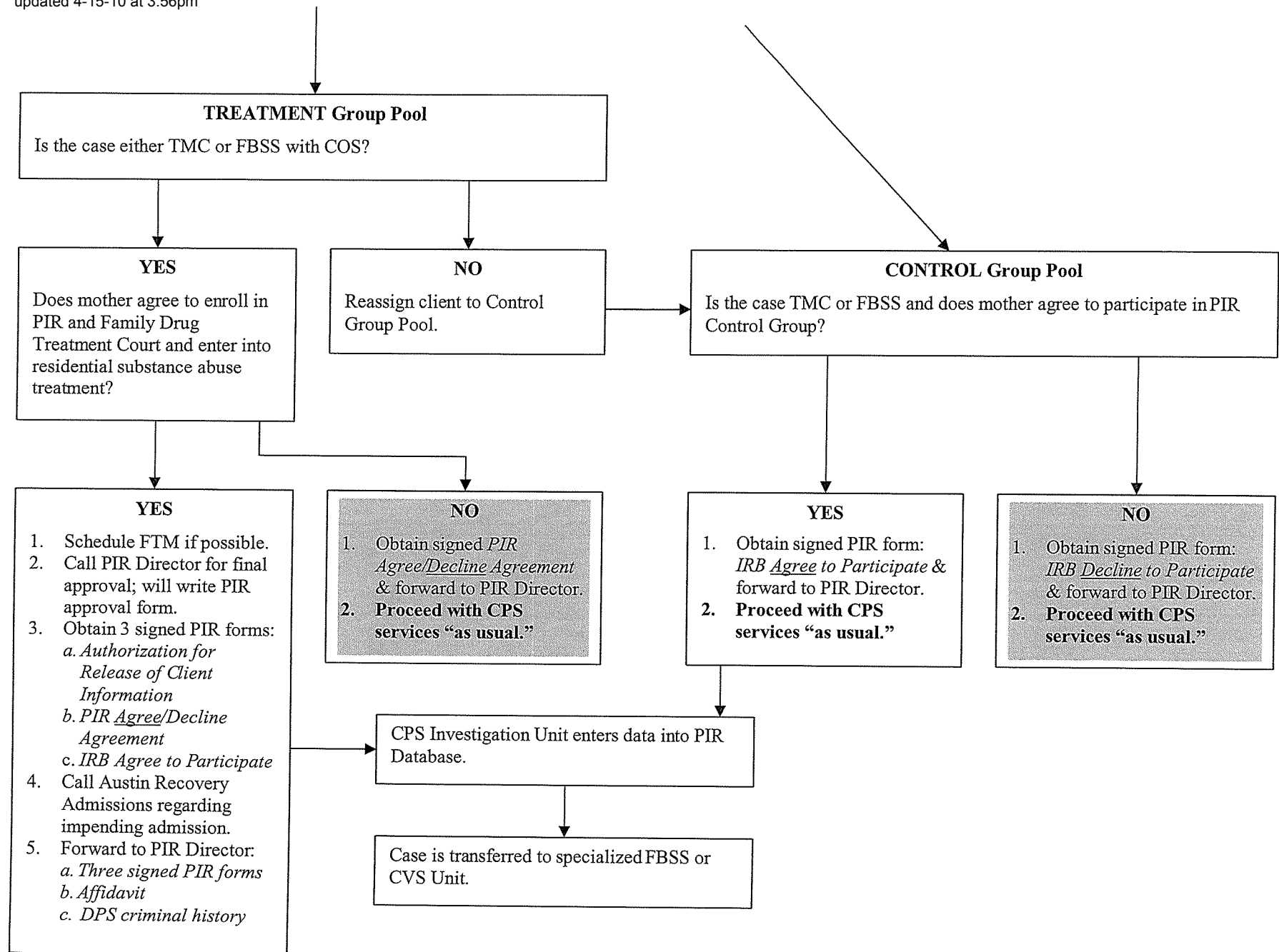
1. Mother scores drug &/or alcohol dependent on the MINI.
2. Mother is free of acute/debilitating mental health problems that would prevent her from participating in substance abuse treatment.
3. Children likely will be placed into one or more of the following situations:
 - a. With mother and will accompany her into treatment
 - b. With relative or fictive kin in Travis or contiguous county
 - c. With relative or fictive kin outside of Travis or contiguous county with a plan to reunify with mother in treatment within 45 days
 - d. In foster care with plan to place with mother, relative, or fictive kin in Travis or contiguous county within 45 days of removal

YES

Proceed thru chart depending on whether mother is in the TREATMENT Group Pool or the CONTROL Group Pool.

NO

Not eligible for PIR; proceed with CPS services "as usual."



*Cases are assigned to Treatment Group Pool and Control Group Pool as follows:

1. At the beginning of every month, PIR Director tells CPS Investigation Unit Supervisor how many PIR treatment group participants may be enrolled into the treatment group for that month. This number reflects current PIR enrollment numbers and available funding.
2. Beginning with new referrals into the unit for that month, CPS Supervisor assigns every new referral to the treatment group pool; these cases are worked as potential treatment group participants until the designated number of treatment group participants has enrolled.
3. Once the designated number of treatment group participants has enrolled, cases are worked as follows:
 - a. Subsequent referrals into the unit are assigned to the control group pool, and all who qualify are invited to sign the evaluation study release form.
 - b. Previous referrals into the unit who were assigned to the treatment group pool are reassigned to the control group pool, and all who qualify are invited to sign the evaluation study release form.
4. At any time during the month, clients referred into the unit who are dependent on methamphetamine and who qualify for the treatment group are invited to enroll in the treatment group as long as there is available funding. Enrollment may occur immediately or may be delayed until the beginning of the following month.
5. If a treatment group participant slot opens up unexpectedly (e.g., a new enrollee is discharged), that slot is filled by restarting the client assignment procedure as outlined in 2. and 3., above).

Women's and Children Program

Time	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
6:00AM	Wake Up/Shower	Wake Up/Shower	Wake Up/Shower	Wake Up/Shower/	Wake Up-Shower
6:15-6:30	Meds/Hygiene Needs	Meds/Hygiene Needs	Meds/Hygiene Needs	Meds/Hygiene Needs	Meds/Hygiene Needs
6:55-7:30	Breakfast Children in Daycare Van by 7:30am	Breakfast Children in Daycare Van by 7:30a	Breakfast Children in Daycare Van by 7:30	Breakfast Children in Daycare Van by 7:30	Breakfast Children in Daycare Van by 7:30
7:30-8:30a	Morning Chores	Morning Chores	Morning Chores	Morning Chores	Morning Chores
8:30-9am	<u>Feelings & Goals</u> Sm Lct Rm	<u>Feelings & Goals</u> Sm Lct Rm	<u>Feelings & Goals</u> Sm Lec Rm	<u>Feelings & Goals</u> FH Lobby	<u>Feelings & Goals</u> FH Lobby
8:30-8:50	Walk outside /Garden Daily Living Skills .5	Walk outside/garden/ <u>Care- wk 4</u> <u>Care /HIV Education/wk 4</u>	Walk outside /garden	Walk outside/garden	Walk outside/garden
9:00-9:50	<u>Nutrition-Sally B.</u> Healthy Food 1.0 Protective parenting 9:30-11am.Evidence Based 1.5	<u>Meditation/Maryse/Lg Lct Rm</u> Only if you are in Musical Journey <u>Therapy 1.0</u>	Healing Past Hurts Lg Lecture Room Protective parenting 9:30-11am Evidence Based 1.5	<u>Self Awareness</u> <u>Ed/GYM</u> Social Skills 1.0	<u>Smoking Cessation 1.0</u> <u>Tobacco Education</u> 9am TANF run Social Skills 2.0
10:00-10:50	<u>Spirituality/GYM</u> Therapy 1.0	<u>Musical Journey 10-11:30</u> Maryse/GYM Therapy 1.5 Or Art /Cafeteria /Trudy	<u>Community Meeting</u> GYM Daily Living Skills 1.0	<u>Awareness</u> Christina/Lg Lct Rm Therapy 1.0	<u>Case Management</u> Social Skills 1.0 Budgeting, Financial Planning Time Management & Organ. Skills
11:00-11:45	Lunch	Lunch	Lunch	Lunch	Lunch
12pm 12:00-12:50pm	Meds/Questions & Needs <u>AA Meeting</u> CD Education 1.0	Meds/Questions & Needs <u>CA Meeting/Charlotte & Amy</u> 12pm TANF run Social Skills 1.0	Meds/Questions & Needs <u>12 Step Meeting with J</u> <u>Cohen/ sm lect. rm</u> CDED 1.0	Meds/Questions & Needs <u>AA Meeting/lg lecture room</u> CD Education 1.0	Meds/Questions & needs <u>Expanded Food & Nutrition</u> 11:30am-1pm
1:00- 2:20	<u>Process Group 1:00-2:30</u> With Counselor Therapy 1.5	<u>Process Group 1:00-2:30pm</u> With Counselor Therapy 1.5	Trauma Informed Seeking Safety CDED 1.5	<u>Process Group 1:00-2:30</u> With Counselor Therapy 1.5	<u>Relapse Prevention or 1.5</u> <u>Life Scripts-Mike Falls.</u> Therapy
2:30-3:30	<u>Healthy Parenting with</u> <u>Family Connections GYM</u> EBPE 1.0	Step One/Lg Lect Rm CD Education 1.0 Food & Mood Conference Room	<u>FH Community Meeting</u> Small Lect Rm Daily Living 1.0 Rules Review	<u>Commencement-Staff-Gym</u> Daily Living Skills 1.0	<u>Shadows & Boundaries-Mike</u> Falls-Lecture Room Social Skills 1.0
3:30-4:20	<u>Daycare Run</u> Healthy Parenting Cont. 1.0	<u>Daycare Run/ Social Skills 1.0</u> Monthly speakers/GYM	<u>Daycare Run</u> Social Skills 1.0	<u>Daycare Run</u>	<u>Daycare Run</u> <u>2nd Wk Fetal Alcohol GYM</u>
4:30pm	Meds	Meds	Meds	Meds	Meds
5:00pm 5:30pm	Dinner Questions & Needs/Mail	Dinner Questions & needs / Mail	Dinner Questions & needs/mail	Dinner Questions & needs /mail	Dinner Questions & needs / Mail
6:00-6:50	Outside Recreation	<u>Parenting with Jarreux</u> Sm Lec Rm Educational 1.0	<u>Outside Recreation</u> 1.0	<u>Parenting with Jarreux</u> Sm Lec Rm Educational 1.0	No Clients to outside meetings in 1 st 10 days
7:00-7:15pm 7:15-8:30pm	Snack Time/Children <u>Bedtime Routine</u> No Smoking Between 7:00pm-9pm	Snack Time/Children <u>Bedtime Routine</u> No Smoking between 7:00pm-9pm	Snack Time/Children <u>Bedtime Routine</u> No Smoking Between 7:00pm-9pm	Snack Time/Children <u>Bedtime Routine</u> No Smoking between 7:00pm-9pm	<u>12-Step Mtg. Inside/Outside</u> <u>Bedtime Routine 8:30 – 9:30pm</u> No smoking between 8:30pm-9:30pm.
8:30-9:00pm	Snack Time/Meds	Snack Time/Meds	Snack Time/Meds	Snack Time/Meds	Recreation-Movie
9:00-9:30pm	PM Meditation	P M Meditation	PM Meditation	PM Meditation	<u>10th Step Reflection-</u>
9:00-9:50pm	Evening Chores	Evening Chores	Evening Chores	Evening Chores	Evening Chores
10:00	Bedtime	Bedtime	Bedtime	Bedtime	Bedtime 11:00



MILESTONES FOR PIR-DRUG COURT PROGRAM PARTICIPANTS

Stage 1	Stage II	Stage III	Stage IV
<p>Stage I Goals:</p> <ul style="list-style-type: none"> ___ Be on time for classes & groups ___ Share in group ___ Complete steps 1-3 ___ Write life story ___ Obtain impact letters ___ Enroll in protective parenting ___ Demonstrate ability to complete a Special Request Form independently ___ Demonstrate understanding of bedtime routine <p>*Minimum time in Phase I is 30 days.</p>	<p>Stage II Goals:</p> <ul style="list-style-type: none"> ___ Have or obtain a sponsor ___ Complete steps 4-8 ___ Identify triggers and cues ___ Develop recovery plan ___ Practice discipline skills (e.g., time outs, positive praise, calm re-directives) ___ Refrain from cursing in front of children and in public ___ Establish relationship with parenting coach ___ Write goodbye letter to drugs and alcohol <p>*Phase II clients can earn up to two phone days a week; 2nd phone day scheduled with Jarreux.</p>	<p>Stage III Goals:</p> <ul style="list-style-type: none"> ___ Work on steps 9-12 ___ Attend Multi-Family Group on Thursdays when babysitter is available ___ Complete and document 10 hours of service work ___ Write developmental milestones assignment & present in Jarreux's group <p>*Phase III clients can earn off-campus passes of up to four hours (e.g., Family outing, attend 12-step meeting with sponsor, get a hair cut)</p>	<p>Clients prepare for transition back into the community.</p> <p>Clients can earn day passes of up to 8 hours when granted by AR and approved by the Drug Court team.</p> <p>Clients may have use of a cell phone when off campus but must check in phone & car keys upon return to the unit.</p> <p>Clients may have a car on campus if they have a valid driver's license and proof of insurance. However, clients may not transport other clients or run errands for them.</p> <p>*Any time a client is late returning from a pass, a staffing will occur to determine consequences.</p>



Participant Name

PIR Housing & Financial Support Agreement

PIR can help you succeed in treatment and beyond in many ways, as long as you do your part. For example, once you successfully complete residential treatment at Austin Recovery, PIR is authorized to help you obtain housing *and* pay part or all of your rent and utilities for at least three months while you start working toward becoming financially independent.

Please understand: ***PIR financial support is not automatic or guaranteed.*** Obtaining and maintaining housing and financial support depends entirely upon you, and *eligibility for PIR financial support is reviewed every three months. Failure to make regular progress toward becoming financially independent will jeopardize your support.*

Here is what you must accomplish during treatment in order to earn support for 3 months:

1. Remain in good standing with Family Drug Treatment Court
2. Actively participate in treatment and successfully commence from Austin Recovery
3. Document the following actions to *initiate the goal of self-sufficiency*:
 - a. Obtain the following: ID card, birth certificates for self and children, Social Security cards for self and children
 - b. Obtain the following if you are eligible: Food stamps, TANF, WIC, Medicaid, MAP
 - c. Develop a plan for safe housing and a safe transition into the community following treatment
 - d. Develop an initial plan to work toward self-sufficiency

PIR Participant Signature

Date

PIR Program Director Signature

Date



Participant Name

PIR Housing & Financial Agreement

The following table details PIR funding available to you for the duration of your participation in PIR and FDTC.

	Housing	Utilities	Parent Coaching	Other
Mar.	100%	100%	720	1700
Apr.	100%	100%		
May	100%	100%		
Jun.	67%	67%		
July	67%	67%		
Aug.	67%	67%		
Sept.	33%	33%		
Oct.	33%	33%		
Nov.	33%	33%		

I understand that in order to receive full benefit of PIR support, I must remain in good standing with Family Drug Treatment Court.

I will complete and document the following actions relevant to becoming self-sufficient:

1. _____
2. _____
3. _____
4. _____

PIR Participant Signature

Date

PIR Program Director Signature

Date



Lease Addendum

Parenting In Recovery Program

As a partner organization in the Parenting In Recovery (PIR) Program, Foundation Communities provides affordable transitional housing to participating families while they complete outpatient treatment and aftercare, work to access permanent housing options and achieve a greater level of personal stability. In order to maintain your participation in the housing component of the program, you must comply with the attached TAA Apartment Lease Contract as well as the following provisions specific to the PIR Program.

1. By participating in the housing component of the PIR Program with Foundation Communities, you and your guests must comply with all community policies outlined in the TAA Apartment Lease Contract.
2. You will be placed on a month-to-month lease, and you will be allowed to participate in the housing component of PIR for up to 9 months, as long as you remain in good standing with the program. PIR agrees to pay your initial prorated amount, and the first 3 full months of rent. Thereafter, rent will be subsidized according to your need and responsibility. You will be required to contribute toward your rent according to the following schedule:

	PIR Portion*	Participant Portion*
Months 1 - 3	PIR pays 100% of the rent	You pay 0% of the rent
Months 4 - 6	PIR pays 2/3 of the rent	You pay 1/3 of the rent
Months 7 - 9	PIR pays 1/3 of the rent	You pay 2/3 of the rent

**PIR staff will notify you of how much your rental portions will be*

3. You will meet regularly with your case manager. Upon entering the program, you will meet with your case manager at least twice per week. Your case manager is required to facilitate at least one meeting per week in your apartment.
4. You will work with your case manager to develop your family's plan to obtain employment and access permanent housing options to achieve a greater level of personal stability. Families must show that they are making a positive effort to achieve their goals in order to remain in the program; otherwise residency may be terminated with a 30-day notice.
5. You must report any changes in your income, assets or household composition to your case manager within ten days of occurrence and submit documentation of these changes.
6. You will work with your case manager on managing your household finances by creating a monthly household budget that will guide your long-term financial planning. In addition, you are required to complete Foundation Communities' 5-week financial literacy course and/or complete the Individual Financial Coaching program.
7. Your case manager and community manager may share information about your family with each other and with other PIR partner organizations in order to promote your success in the program.
8. You will be subject to Foundation Communities' standard pet policy upon move-in. Additional pets will not be allowed while participating in PIR.
9. If you qualify, either during or after participation in PIR, you may have the option to transition into the Children's HOME Initiative's Transitional Housing Program or maintain your rental unit at the property's fair market rate. Residents transitioning in place will be subject to Foundation Communities' leasing criteria. Foundation Communities reserves the right to inspect your apartment for damages prior to transitioning in place.
10. Participants who are terminated from PIR for noncompliance could be asked to turn over possession of the apartment to Foundation Communities within 72 hours.

Please see your case manager on items related to your participation in case management services.

PIR Participant

Date

Community Manager

Date



GRANT SUMMARY SHEET

Check One:	Application Approval: <input checked="" type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input type="checkbox"/>	Status Report: <input type="checkbox"/>

Department/Division:	Travis County Sheriff's Office
Contact Person/Title:	Margaret Seville - 1777
Phone Number:	854-9804

Grant Title:	State Criminal Alien Assistance Program - SCAAP 10			
Grant Period:	From:	7/1/2008	To:	6/30/2009
Grantor:	US Department of Justice - Bureau of Justice Assistance			
American Recovery and Reinvestment Act (ARRA) Grant			Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>

Check One:	New: <input type="checkbox"/>	Continuation: <input checked="" type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	One-Time Award: <input checked="" type="checkbox"/>	Ongoing Award: <input type="checkbox"/>	
Type of Payment:	Advance: <input type="checkbox"/>	Reimbursement: <input checked="" type="checkbox"/>	

Grant Categories/ Funding Source	Federal Funds	State Funds	Local Funds	<i>County Match</i>	In-Kind	TOTAL
Personnel:	\$39,278,809					\$39,278,809
Operating:						
Capital Equipment:						
Indirect Costs:						
Total:	\$39,278,809					\$39,278,809
FTEs:						

Department	Review	Staff Initials	Comments
County Auditor	<input checked="" type="checkbox"/>	MN	Moderately complex
County Attorney	<input checked="" type="checkbox"/>	JC	

Performance Measures	Projected FY 10 Measure	Progress To Date:				Projected FY 11 Measure
Applicable Depart. Measures		12/31/09	3/31/10	6/31/10	9/30/10	
Measures For Grant						
Outcome Impact Description						
NA						
Outcome Impact Description						
Outcome Impact Description						

PBO Recommendation:

PBO concurs with proceeding with the application for this reimbursement grant.

1. Brief Narrative - Summary of Grant: What is the goal of the program? How does the grant fit into the current activities of the department? Is the grant starting a new program, or is it enhancing an existing program?

Existing program to reimburse Travis County for expenses related to the housing of inmates.

2. Departmental Resource Commitment: What are the long term County funding requirements of the grant?

None

3. County Commitment to the Grant: Is a county match required? If so, how does the department propose to fund the grant match? Please explain.

NA

4. Does the grant program have an indirect cost allocation, in accordance with the grant rules? If not, please explain why not.

Not Allowed

5. County Commitment to the Program Upon Discontinuation of Grant by Grantor: Will the program discontinue upon discontinuance of the grant funding? (Yes/No) If No: What is the proposed funding mechanism: (1) Request additional funding (2) Use departmental resources. If (2) is answered, provide details about what internal resources are to be provided and what other programs will be discontinued as a result.

No program attached to this reimbursement - Impact would be a decrease in fund revenue which is currently ties to correctional costs

6. If this is a new program, please provide information why the County should expand into this area.

Not a new program - Travis County has participated since 1998 in the SCAAP.

7. Please explain how this program will affect your current operations. Please tie the performance measures for this program back to the critical performance measures for your department or office.

This grant reimbursement program provides for a recovery of funds expended for the housing of persons deemed to be of non-legal status by the Immigration and Customs Enforcement Office. Since 2007 the expenditure of these funds must be tied to corrections related operations. While no formal measures are tied to the program, the fund income does offset general fund expenditures.



PLANNING AND BUDGET OFFICE

TRAVIS COUNTY, TEXAS

314 W. 11th Street
P.O. Box 1748
Austin, Texas 78767

MEMORANDUM

TO: Members of the Commissioners Court

FROM: Bill Derryberry, Senior Planning and Budget Analyst *Wm. Derryberry*

DATE: April 9, 2010

SUBJECT: 2010 State Criminal Alien Assistance Program (SCAAP) Grant Application

The attached grant application of \$39.3 million is from the Sheriff's Office to the US Department of Justice (DOJ), Bureau of Justice Assistance (BJA). The actual proceeds from this grant have averaged \$993,420, based on recent experience over the past eleven years. This funding would reimburse the County for expenses due to housing of persons eligible under the Immigration and Naturalization Act of 1994. Please see the attached memo and documents from the Sheriff's Office for additional information.

This grant application is for a total allowed corrections staffs wage and salary cost estimated at \$39,278,809, for the timeframe from July 1, 2008 through June 30, 2009. However the award basis is formulaic and the actual award varies depending on the number of persons confirmed to have been housed by the County vis-à-vis other applying agencies.

In the past, the County received an average of \$993,420 for the third (1999) through thirteenth (2009) grant cycles. Reimbursements received in the first two years were substantially less. The largest SCAAP award the County has received was \$1,447,080 from the 4th grant cycle for 2000. The most recent award for the 13th grant cycle for 2009 was \$988,279, which was accepted by Commissioners Court on December 15, 2009. This application is for the fourteenth (14th) year of funding and the grant is to cover expenses related to the eligible inmates housed in the County's correctional facilities for the one-year period ending June 30, 2009. It should be noted that under the DOJ Reauthorization Act of 2005, beginning with the 11th grant cycle for 2007, any reimbursement received from this application can only be used for correctional purposes.

There is no further financial obligation required of the County. PBO concurs with the application.

Cc: Sheriff Greg Hamilton
Jim Sylvester, Chief Deputy Sheriff
Michael G. Hemby, Planning Manager, TCSO
Meg Seville, Senior Planner, TCSO
Rodney Rhoades, Executive Manager, PBO
Leroy Nellis, Budget Director - PBO

Attachment: SCAAP Grant History 1999-2009

let

Sheriff's Office - Justice Department SCAAP Grant History 1999-2009						
<u>Year</u>	<u>Grant</u>	<u>Period</u>	<u>Use of Award</u>	<u>Award</u>	<u>Request</u>	<u>Award Percent</u>
1999	SCAAP 99	07/97-06/98	General Fund	\$ 1,041,839	\$ 3,279,432	31.8%
2000	SCAAP 00	07/98-06/99	General Fund	\$ 1,447,080	\$ 16,900,313	8.6%
2001	SCAAP 01	07/99-06/00	SO Homeland Security Equipment	\$ 602,532	\$ 20,000,000	3.0%
2002	SCAAP 02	07/00-06/01	Jail Overcrowding	\$ 1,213,849	\$ 20,000,000	6.1%
2003	SCAAP 03	07/01-06/02	\$311,325 - General Fund & \$302,535 SO Capital & Inmate Bus	\$ 613,860	\$ 29,458,654	2.1%
2004	SCAAP 04	07/02-06/03	SO Firing Range - \$250,000 & Corrections Capital Equipment	\$ 842,159	\$ 31,668,203	2.7%
2005	SCAAP 05	07/03-06/04	Jail Overcrowding	\$ 658,636	\$ 41,826,621	1.6%
2006	SCAAP 06	07/04-06/05	General Fund	\$ 1,055,889	\$ 43,917,359	2.4%
2007	SCAAP 07	07/05-06/06	Corrections Use Only	\$ 1,224,221	\$ 48,440,770	2.5%
2008	SCAAP 08	07/06-06/07	Corrections Use Only	\$ 1,239,273	\$ 49,894,309	2.5%
2009	SCAAP 09	07/07-06/08	Corrections Use Only	\$ 988,279	\$ 37,368,877	2.6%
Totals				\$ 10,927,617	\$ 342,754,538	3.2%
11 Year Average of Awards				\$ 993,420	\$ 31,159,503	3.2%



JAMES SYLVESTER
Chief Deputy

GREG HAMILTON
TRAVIS COUNTY SHERIFF

P.O. Box 1748
Austin, Texas 78767
(512) 854-9770
www.tcsheriff.org

DARREN LONG
Major - Corrections

PHYLLIS CLAIR
Major - Law Enforcement

MARK SAWA
Major - Administration & Support

April 6, 2010

MEMORANDUM

TO: Travis County Commissioner's Court
FROM: Margaret H Seville 1777, Research and Planning JWS
SUBJECT: 2010 State Criminal Alien Assistance Program Grant Application

Attached is our application to the United States Department of Justice, Bureau of Justice Assistance for the 2010 State Criminal Alien Assistance Program (SCAAP).

This federal program, as governed by Section 241(i) of the Immigration and Naturalization Act, 8 USC 1231(i) and Title II, Subtitle C, Section 20301, Violent Crime Control and Law Enforcement Act of 1994, provides for partial reimbursement of local expenses incurred for housing persons incarcerated who are determined to have not been of legal immigration status at that time.

The criterion for this year's submission remains relatively unchanged from 2009. SCAAP provides federal payments for incurred correctional costs for incarcerated undocumented criminal aliens who have at least one felony or two misdemeanor convictions for violations of state or local law, and who are incarcerated for at least 4 consecutive days during the reporting period.

Records indicate that 2,868 persons were in our custody during the time period of July 1, 2008 through June 30, 2009 and reported a foreign place of birth. Of those persons, 1,390 individuals meet the federal criteria. This is down from the 1,467 individuals submitted for the 2008-2009 time period. Again, these are individuals who claimed a foreign place of birth and were convicted of crimes. The Sheriff's Office makes no determination whether that foreign place of birth has any bearing on legal immigration status. TCSO staff does not have access to the Immigration and Customs Enforcement records to allow us to determine the immigration status of individuals in our custody.

Since this grant is a reimbursement formula grant, we are asking for reimbursement up to the calculated \$39,278,809 in corrections salaries during the grant time period examined. Of course this is an upper limit for award and our expected reimbursement would be significantly lower than this number. However, in accordance with federal regulations, they cannot reimburse in excess of our request. Thus, we are asking for full reimbursement costs with this in mind. These costs are based on the allowable correctional officer salaries as outlined in the program guidelines.

The award under this grant in 2009 was \$ 988,279.

The attached records and certifications are for your review with the application itself being on-line in nature. With your approval, I will transmit the appropriate data and await their findings.

Please keep in mind that our submitted data will be reviewed by several federal agencies and notification of award may take several months.

If you have any questions please feel free to contact my office at 854-9804.

Your support and approval of this application and project is appreciated.

CC. File



State Criminal Alien Assistance Program 2010-H3365-TX-AP


[Application](#)
[Correspondence](#)

Switch to ...

Application Handbook

OMB Number: 1121-0243

Expires: 02/29/2004

[Applicant](#)

Applicant Information

[Contact](#)
[ACH Bank](#)
Application Number: **2010-H3365-TX-AP**
[Inmate](#)

Welcome to the SCAAP on-line application process for Fiscal Year 2010.

[Facility](#)

As you begin the FY2010 SCAAP application, BJA recommends a complete review of the Program Guidelines. This will ensure you understand all SCAAP requirements and restrictions, and have an opportunity to read any sections added or clarified since FY 2009.

[Submit](#)
[SCAAP Help](#)

Now and at any time you need assistance, the Guidelines may be found by simply clicking on the SCAAP Help link, located in the left margin of each GMS application page. At the end of the Guidelines, you will find a list of additional resources for further assistance and technical support. If you have difficulty accessing the Guidelines through the SCAAP Help link, Click here for access to the Adobe Acrobat (pdf) version:

[GMS Home](#)
[Log Off](#)

http://www.ojp.usdoj.gov/BJA/grant/2010_SCAAP_Guidelines.pdf

The FY 2010 SCAAP reporting period is 12:00 a.m. (midnight), July 1, 2008 to 11:59 p.m., June 30, 2009. The SCAAP application requires you to provide correctional officer information and salary costs, the total of all inmate days, and details about qualifying undocumented criminal aliens housed in your correctional facilities for four or more consecutive days during the 12-month reporting period.

Applications will be accepted through OJP's online Grants Management System (GMS). The deadline for submitting a SCAAP application is 6:00pm (e.t.), Friday, May 7, 2010. As usual, BJA strongly recommends you complete and submit your application at the earliest possible date.

Please ensure that the Applicant, CEO, and Contact information is accurate, and up to date. BJA will be verifying email addresses, as this in our primary means of communicating with you during and after the application process. Incorrect or faulty email addresses may affect the timeliness of your application processing by BJA.

Applicant/Organization Information

* Employer Identification Number: 74 - 6000192

*Type of Applicant: County

*Organizational Unit: Travis County Sheriff O

*Legal Name (Legal Jurisdiction Name): Travis County

* Vendor Address 1: PO Box 1748

Vendor Address 2: Attn: Research & Plann

* Vendor City:

State Criminal Alien Assistance Program

Page 2 of 2

Austin

Vendor County: Travis

* Vendor State: Texas

* Vendor ZIP: 78767 1748 Need help for ZIP+4?

Please enter the CEO information for your jurisdiction below. Remember, this is the CEO of the level of government, not the implementing agency. (Note: Hit the TAB key to move between fields)

CEO Of Your Jurisdiction: Governor, Cabinet-level State Official, County Administrator, County Judge, County Commissioner, Mayor, or City Manager

*Prefix: JudgeOther Prefix:*First Name: SamuelMiddle Initial: T*Last Name: BiscoeSuffix: Select a SuffixOther Suffix:*Title: County Judge*Phone: (512) 854 - 9500Phone Ext:Fax: (512) 854 - 9535*Email: sam.biscoe@co.travis.t*Address 1: PO Box 1748

Address 2: 501 W 11th Street

*City: Austin

County: Travis

*State: Texas*Zip Code: 78767 - 1748

*- Indicates required field

Save Information

State Criminal Alien Assistance Program

Page 1 of 1



State Criminal Alien Assistance Program 2010-H3365-TX-AP



[Application](#)

[Correspondence](#)

Switch to ...

Application Handbook

OMB Number: 1121-0243

Expires: 02/29/2004

[Applicant](#)

Contact Information

[Contact](#)

[ACH Bank](#)

Application Number: **2010-H3365-TX-AP**

[Inmate](#)

Please enter the alternate contact information below. (Note: Hit the TAB key to move between fields)

[Facility](#)

[Submit](#)

*[Prefix](#): Ms.

[Prefix Other](#):

*[First Name](#): Margaret

[Middle Initial](#):

*[Last Name](#): Seville

[Suffix](#): Select a Suffix

[Other Suffix](#):

*[Title](#): Sr. Planner

*[Phone](#): (512) 854 - 9804

[Phone Ext](#):

[Fax](#): (512) 854 - 4997

*[Email](#): meg.seville@co.travis.tx.us

*[Address 1](#): PO Box 1748

[Address 2](#):

*[City](#): Austin

[County](#):

*[State](#): Texas

*[Zip Code](#): 78767 - 1748

*- Indicates required field

Save Information

[SCAAP Help](#)

[GMS Home](#)

[Log Off](#)

State Criminal Alien Assistance Program

Page 1 of 1



State Criminal Alien Assistance Program 2010-H3365-TX-AP

[Application](#)[Correspondence](#)

Switch to ...

Application Handbook

Financial Institution Information

[Applicant](#)

Please provide the following financial institution information. All of this information is required to transfer funds to your jurisdiction's account electronically.

[Contact](#)[ACH Bank](#)[Inmate](#)[Facility](#)[Submit](#)

* Name of
Institution: JP Morgan Chase

* Address
Line 1: PO Box 2266

Address Line
2:

* City: Austin

* State: Texas

* Zip: 78780

* Bank
Phone: 512 - 479 - 2029

* ACH

Coordinator Valerie Hill

Name:

* Routing
Number: 111000614

* Account
Title: Travis County Treasure

* Account
Number: 1821886593

* Account
Type: Checking

* Is this

account

Interest

Bearing:

* Please
indicate if
your
jurisdictions
ACH
information
has changed
from your last
SCAAP
disbursement.
Select (Yes or
No): Select a Response

* - Indicates required field

Save and Continue

Cancel

[Print a Copy](#)

ACH VENDOR

Page 1 of 2

ACH VENDOR/MISCELLANEOUS PAYMENT ENROLLMENT FORM

PAYEE/COMPANY INFORMATION	
NAME: Travis County	SSN NO. OR TAXPAYER ID NO: -
ADDRESS: PO Box 1748 501 W 11th Street Austin Texas - 78767	
CONTACT PERSON NAME: Michael Hemby	TELEPHONE NUMBER: (512) 708-4924

FINANCIAL INSTITUTION INFORMATION	
NAME: JP Morgan Chase	
ADDRESS: PO Box 2266 Austin Texas - 78780	
ACH COORDINATOR NAME: Valerie Hill	TELEPHONE NUMBER: (512) 479-2029
NINE-DIGIT ROUTING TRANSIT NUMBER: 111000614	
DEPOSITOR ACCOUNT TITLE: Travis County Treasurer	
DEPOSITOR ACCOUNT NUMBER: 1821886593	
TYPE OF ACCOUNT: Checking	Is this account interest bearing ? Y
CERTIFICATION BY AUTHORIZED BANK OFFICIAL: I certify that the above information regarding Jurisdiction Name and Routing Transit Number is accurate. YES	
PRINT YOUR NAME AND TITLE	
SIGNATURE AND TITLE OF AUTHORIZED BANK OFFICIAL:	TELEPHONE NUMBER: (512) 479-2029

The following Automated Clearing House (ACH) must be completed so that funds may be electronically forwarded to your financial institution. This form must be completed on-line, printed and then taken to the institution that will be receiving your jurisdiction's funding. The Bank Official may make any corrections on this form, in ink, and then, provide a certified signature attesting to the accuracy of the information provide by you. No request for funding will

ACH VENDOR

Page 2 of 2

be considered complete until this document has been received. Once completed, please mail the hard copy document to:

Office of Justice Programs
Office of the Chief Financial Officer
Attn: Control Desk 20
Room 5303
810 Seventh Street NW
Washington D.C. 20531

This form is used for Automated Clearing House (ACH) payments with an addendum record that contains payment-related information processed through the Vendor Express Program. Recipients of these payments should bring this information to the attention of their financial institution when presenting this form completion.

PRIVACY ACT STATEMENT
The following information is provided to comply with the Privacy Act of 1974 (P.L. 93-579). All information collected on this form is required under the provisions of 31 U.S.C. 3322 and 31 CFR 210. This information will be used by the Treasury Department to transmit payment data by electronic means to vendor's financial institution. Failure to provide the requested information may delay or prevent the receipt of payments through the Automated Clearing House System

You MUST print this form before you accept your award

Print

Close



State Criminal Alien Assistance Program 2010-H3365-TX-AP


[Application](#)
[Correspondence](#)
[Switch to ...](#)
[Application Handbook](#)

OMB Number: 1121-0243

Expires: 02/29/2004

[Applicant](#)

Inmate Information

[Contact](#)
Application Number: **2010-H3365-TX-AP**
[ACH Bank](#)
[Inmate](#)

BJA strongly recommends that you read the Inmate Reporting Requirements section of the FY 2010 SCAAP Guidelines prior to beginning this portion of the application. Instructions here deal primarily with the mechanics of the upload process and do not address statutory or programmatic requirements and restrictions. For the current ICE Country Code listing, click here:

[Facility](#)
[Submit](#)
http://www.ojp.usdoj.gov/BJA/grant/FY2010_ICE_Country_Codes.pdf
[SCAAP Help](#)

Inmate Data File Overwrite and Deletion: You may select the file upload method that best meets your needs. However, if you switch upload methods at any time, the inmate files uploaded or entered via the previous method will be overwritten and deleted. Additionally, once inmate records are uploaded into GMS via the Direct File Upload method, any subsequent upload deletes and overwrites the previous file in its entirety.

[GMS Home](#)
[Log Off](#)

Due Diligence: Applicants are required to certify that they used due diligence in the preparation and submission of their inmate files. For an explanation of this concept, view applicable sections of the FY 2010 Guidelines or click here:
http://www.ojp.usdoj.gov/BJA/grant/2010_SCAAP_Guidelines.pdf

Entering Inmate Data: If the Alien Number is unknown for an individual inmate, enter all zeroes in the A number field. Do not use letters (A) or symbols (dashes, etc.). Also, use zeros (0) as the beginning digit(s) if the A-number is fewer than 9 digits.

The FBI number is issued by the FBI to track arrests and fingerprint records. If this number is not available, leave this field blank by inserting 10 spaces. If the FBI number is fewer than 10 characters, enter the number first, and then insert spaces for the remainder of the field length. Do not enter zeroes or none if this number is not known.

THE TWO INMATE DATA FILE UPLOAD METHODS ARE:

Upload File (Direct File Upload): This method allows you to submit your entire set of qualifying inmate records as a single ASCII formatted file directly into GMS. Click here for information about the required format:
http://www.ojp.usdoj.gov/BJA/grant/FY2010_SCAAP_Inmate_Data_Elements.pdf

During the Upload File process, a red flashing bar will appear at the bottom of your screen. This bar will continue to flash until the inmate file upload is complete. Upon completion, you will receive an on-screen status report, listing the total number of inmate records and the number of records that are complete. In addition, the report will provide a detailed list of inmate records (by file number) that are incomplete or have

70

data format errors and the nature of the errors. Upon receipt of the on-screen data report, you must either correct the data errors and upload the file again or submit the file with the errors. You should print the on-screen report for your records. Warning: Once inmate records are uploaded using this method, any subsequent upload deletes and overwrites the previous file in its entirety.

Enter Data (Direct Data Entry): This method allows you to manually enter each inmate's data directly into an online template. This approach is best suited for jurisdictions with smaller facilities or small criminal alien populations. Drop-down menus are provided for selecting incarceration dates, date of birth, and country of birth (the complete country names are listed).

Access to Submitted Files: Once your FY 2010 application is submitted, inmate files are no longer available for changes or additions. To ensure that the maximum number of inmate records are considered for payment, please correct any data errors at the time of the file upload and before the Application is submitted. Requests to reopen submitted applications are discouraged and may not be honored by BJA.

For Upload File method, please follow these steps:

- Step 1: Click on the "Upload File" radio button.
- Step 2: Click on the "Upload" box to attach your file. A pop-up window will appear.
- Step 3: Click on the "Browse" button in the pop-up window.
- Step 4: Find your file name and double-click on it. The file name will appear in the blank field.
- Step 5: Click the save button and a message will appear in the pop-up window, telling you the status of your upload. Click the "X" in the upper right corner of the pop-up box to close it. Your inmate file name will now appear next to the upload button on the main page.
- Step 6: Click on the "Save Information" button to continue on to the next phase of the application process.

For Enter Data method, please follow these steps:

- Step 1: Click on the "Enter Data" radio button.
- Step 2: Click one of the four corresponding boxes. "Add" to add inmate data, "Select All" to select all inmate records entered, "Un-Select All" to un-select all inmate records entered, and "Delete Selected" to delete all selected inmate records.
- Step 3: Click on the "Save Information" button to continue on to the next phase of the application process.

☐ **I certify that the inmate data and records provided in this SCAAP application are in keeping with all SCAAP program and statutory requirements included in the SCAAP 2010 Guidelines. I used due diligence in determining the accuracy of the inmate records contained in this application, and I did not submit inmate records for an otherwise qualifying inmate where the jurisdiction's records indicated the inmate: (1) was born in the United States or one of its territories, (2) had a claim to U.S. citizenship, (3) was a U.S. citizen, or (4) did not qualify as an undocumented criminal alien in accordance with the SCAAP statute. Sanctions, including referral to a U.S. Attorney's Office, recalculation and/or return of awarded funds, or other sanctions, may be made when a jurisdiction knowingly submits false data or makes claims for ineligible inmates.**

Inmate Information

How will inmate information be entered?

Enter Data

Upload File

State Criminal Alien Assistance Program

Page 3 of 3

Inmate List ASCII File :

Attachment
OK

Upload

Save Information

State Criminal Alien Assistance Program

Page 1 of 2



State Criminal Alien Assistance Program 2010-H3365-TX-AP

[Application](#)[Correspondence](#)[Switch to ...](#)

Application Handbook

OMB Number: 1121-0243

Expires: 02/29/2004

[Applicant](#)

Facility Information

[Contact](#)[ACH Bank](#)Application Number: **2010-H3365-TX-AP**[Inmate](#)

BJA strongly recommends that you read the Facility and Correctional Officer Reporting Requirements section of the FY 2010 SCAAP Guidelines prior to beginning this portion of the application. Instructions and definitions here are general in nature and do not address all the statutory or programmatic requirements and restrictions that are covered in the Guidelines.

[Facility](#)[Submit](#)[SCAAP Help](#)

Correctional Officers include employees, officers, and contractual staff whose primary responsibility is the control, custody, or supervision of persons detained (pretrial detention) and incarcerated (convicted and sentenced inmates). Employees, officers, and contractual staff whose primary responsibility is providing noncustody services to the facility or its inmate population are not eligible for inclusion in the SCAAP salary calculation.

[GMS Home](#)[Log Off](#)

CO Salary costs must reflect the total actual salaries and wages paid to correctional officers during the reporting period, July 1, 2008 to June 30, 2009.

FTEs (Full Time Equivalents) is calculated by taking the sum of all work hours during the reporting period for qualifying part-time correctional officers and dividing that total by 1,980. The result is the FTE.

Total Bed Count is the total number of the jurisdiction's inmate beds in all facilities, including temporary, non-traditional and/or overflow accommodations (e.g. gymnasiums, open bays, etc). If the number varied during the reporting period, select and report the number that best reflected your jurisdiction's most typical operating conditions.

Total Number of Days for ALL Inmates is the cumulative number of incarceration and detention days attributable to all inmates housed in the jurisdiction's qualifying facilities during the reporting period. It includes all inmates, regardless of their inmate status, citizenship, disposition, or length of stay. It does not refer to the cumulative total daily capacity of the jurisdiction's facilities, or to the total number of days only attributable to undocumented criminal aliens. If the Total All Inmate Days exceeds the maximum capacity (Total Bed Count X 365), your jurisdiction will be required to provide an explanation.

Please access the SCAAP Help section for a complete discussion of Facility and Correctional Officer information, definitions, requirements and restrictions.

The following information for Fiscal Year 2010 SCAAP must reflect your correctional

73

State Criminal Alien Assistance Program

Page 2 of 2

facility(ies) information for the reporting period of **July 01, 2008 through June 30, 2009**.

Correctional Officer Information:

(Use decimal values if needed to express full or partial full-time equivalents (FTE))

- * Please report the maximum number of *full-time* correctional officers your facility(ies) employed during the reporting period: 885
- * Please report the maximum number of *part-time* correctional officers your facility(ies) employed during the reporting period: (Please report as FTE's) 0
- * Please report the maximum number of *contracted full-time* correctional officers your facility(ies) employed during the reporting period: 0
- * Please report the maximum number of *contracted part-time* correctional officers your facility(ies) employed during the reporting period: (Please report as FTE's) ; 0
- Total number of correctional officers your facility(ies) employed during the reporting period: (calculated from above) 885
- * Please enter the total salary costs paid to all correctional officers during the reporting period. Do not use commas: \$ 39278809

Facility(ies) Information

- * Total bed count for correctional facility(ies): 3040
- * Total number of days for ALL inmates (legal aliens, illegal aliens, unknowns and U.S. citizens) housed in your facility(ies) for the reporting period (Do not report your capacity. BJA Requires an actual count of inmates housed during the reporting period): 864859

* - Indicates required field

- ☐ I certify that the facility and correctional officer data provided in this SCAAP application are in keeping with all SCAAP program and statutory requirements included in the SCAAP 2010 Guidelines. I further understand that inaccurate, misleading, or fraudulent information provided on this form may result in various sanctions or corrective actions, including the application being disapproved, the award amount being recalculated, or awarded funds being returned to DOJ.

Save Information

Clear

State Criminal Alien Assistance Program

Page 1 of 1



State Criminal Alien Assistance Program 2010-H3365-TX-AP



[Application](#)

[Correspondence](#)

Switch to ...

Application Handbook

OMB Number: 1121-0243

Expires: 02/29/2004

[Applicant](#)

Facility Information

[Contact](#)

The following problems were found:

[ACH Bank](#)

- The total number of days for all inmates for this year deviates by more than 15.0% compared to last year.

[Inmate](#)

[Facility](#)

Application Number: **2010-H3365-TX-AP**

[Submit](#)

Please enter a comment to explain the discrepancies reported above:

(Note: The facility data you entered on the previous page will not be saved until you enter a comment below and click the Save Information button. If you would like to change your information, please click the Cancel button.)

[SCAAP Help](#)

[GMS Home](#)

Our yearly ADP decreased by 237 comparing the 09 SCAAP period to the 10 SCAAP period.

[Log Off](#)

Save Information

Cancel

Assurances

Page 1 of 1

NOTE: You must click on the "Accept" button at the bottom of the page before closing this window



OMB APPROVAL NUMBER
1121-0140

EXPIRES 12/31/2012

STANDARD ASSURANCES

The Applicant hereby assures and certifies compliance with all applicable Federal statutes, regulations, policies, guidelines, and requirements, including OMB Circulars A-21, A-87, A-102, A-110, A-122, A-133; Ex. Order 12372 (intergovernmental review of federal programs); and 28 C.F.R. pts. 66 or 70 (administrative requirements for grants and cooperative agreements). The applicant also specifically assures and certifies that:

1. It has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
3. It will give the awarding agency or the General Accounting Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.
4. It will comply with all lawful requirements imposed by the awarding agency, specifically including any applicable regulations, such as 28 C.F.R. pts. 18, 22, 23, 30, 35, 38, 42, 61, and 63, and the award term in 2 C.F.R. § 175.15(b).
5. It will assist the awarding agency (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. § 470), Ex. Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation Act of 1974 (16 U.S.C. § 469 a-1 et seq.), and the National Environmental Policy Act of 1969 (42 U.S.C. § 4321).
6. It will comply (and will require any subgrantees or contractors to comply) with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); The Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 794); the Americans with Disabilities Act of 1990 (42 U.S.C. § 12131-34); the Education Amendments of 1972 (20 U.S.C. §§1681, 1683, 1685-86); and the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); see Ex. Order 13279 (equal protection of the laws for faith-based and community organizations).
7. If a governmental entity:
 - a. it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. § 4601 et seq.), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and
 - b. it will comply with requirements of 5 U.S.C. §§ 1501-08 and §§ 7324-28, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

Accept

NOTE: You must click on the "Accept" button at the bottom of the page before closing this window hl>U.S.

DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
OFFICE OF THE CHIEF FINANCIAL OFFICER

**CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS;
AND DRUG-FREE WORKPLACE REQUIREMENTS**

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Acceptance of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying," 2 CFR Part 2867, "DOJ Implementation of OMB Guidance of Nonprocurement Debarment and Suspension," and 28 CFR Part 83, "Government-wide Debarment and Suspension," and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;
- (c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 2 CFR Part 2867, for prospective participants in primary covered transactions, as defined at 2 CFR Section 2867.20(a):

A. The applicant certifies that it and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
- (d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default.

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

Certifications

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 83, Subpart F, for grantees, as defined at 28 CFR Sections 83.620 and 83.650:

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 810 7th Street, N.W., Washington, D.C. 20531. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

Accept

78

BUREAU OF JUSTICE ASSISTANCE STATE CRIMINAL ALIEN ASSISTANCE PROGRAM (SCAAP)

NEW: Use of SCAAP Awards

The Department of Justice Reauthorization Act of 2005 (Pub. L. 109-162, Title XI) included the following requirement regarding the use of SCAAP funds: "Amounts appropriated pursuant to the authorization of appropriations in paragraph (5) that are distributed to a State or political subdivision of a State, including a municipality, may be used only for correctional purposes." Beginning with FY 2007 SCAAP awards, SCAAP funds must be used for correctional purposes only. Jurisdictions receiving SCAAP awards will be asked to report the projected use of these funds at the time the award is accepted.

PART I: SCAAP Guidelines

SCAAP Overview

The Bureau of Justice Assistance (BJA), Office of Justice Programs, U.S. Department of Justice, administers SCAAP, in conjunction with the U.S. Department of Homeland Security (DHS). SCAAP provides federal payments to states and localities that incurred correctional officer salary costs for incarcerating undocumented criminal aliens who have at least one felony or two misdemeanor convictions for violations of state or local law, and who are incarcerated for at least 4 consecutive days during the reporting period.

SCAAP Legislative Authority

SCAAP is governed by Section 241(i) of the Immigration and Nationality Act, 8 U.S.C. § 1231(i), as amended, and Title II, Subtitle C, Section 20301, Violent Crime Control and Law Enforcement Act of 1994, Pub. L. 103-322. In general terms, if a chief executive officer of a state or a political subdivision exercises authority over the incarceration of undocumented criminal aliens and submits a written request to the U.S. Attorney General, the Attorney General may provide compensation to that jurisdiction for those incarceration costs. SCAAP is subject to additional terms and conditions of yearly congressional appropriations.

Eligible Applicants

States and local units of government that have authority over correctional facilities that incarcerate or detain undocumented criminal aliens for a minimum of 4 consecutive days are eligible to apply for SCAAP funds. States and local units of general government include the 50 state governments, the District of Columbia, Guam, Puerto Rico, the U.S. Virgin Islands, and the more than 3,000 counties and cities with correctional facilities.

Regional jails, special jail districts, or regional jail authorities and boards do not qualify as political subdivisions of a state for purposes of SCAAP, and therefore are not eligible to directly apply for SCAAP funds. Each unit of government that houses inmates at a regional facility must apply independently for SCAAP funds, based on its own costs of housing its undocumented aliens in the regional facility. Regional facilities may not submit SCAAP applications on behalf of jurisdictions in its service area, nor may a regional facility submit one application for all participating jurisdictions, using one jurisdiction's name as the recipient.

Authorized Officials

SCAAP payments must go directly to eligible states and localities. Authorized jurisdiction employees for SCAAP purposes must be listed as either the Authorized Representative or Alternate Contact in the GMS User Profile. The chief executive officer (CEO) of an eligible jurisdiction may apply directly or delegate authority to another jurisdiction official. The CEO is generally considered the highest ranking elected or appointed official of a unit of government.

Minimum Period of Incarceration

Only eligible persons who were incarcerated for 4 or more consecutive days between July 1, 2008 and June 30, 2009 may be included in the FY 2010 SCAAP application.

Multi-Jurisdictional Issues

- Eligible inmates housed in the applicant's facility exclusively on behalf of another jurisdiction may only be

79

reported by the sending jurisdiction, regardless of whether the applicant received reimbursement for related incarceration costs.

- Unless otherwise covered by a cost reimbursement agreement, inmates who are ready for release once qualifying charges or convictions are concluded, and who are temporarily held in the applicant facility on the basis of outstanding warrants or detainers from other jurisdictions, including federal law enforcement agencies, are SCAAP eligible. The applicant jurisdiction may claim the total number of days the inmate was in custody, including the days the inmate was held on the detainers or outstanding warrants.
- Detention or incarceration days attributable to otherwise qualifying inmates held on federal charges, convictions, or detainers and covered by cost reimbursement agreements are not SCAAP eligible.
- Juveniles adjudicated delinquent, regardless of the charges or length of custody, are not SCAAP eligible. Only juvenile offenders who are convicted as adults and who meet the qualifying SCAAP criteria may be eligible.

Eligible Inmates

Applicants may submit records of inmates in their custody during the reporting period who:

- Were born outside the United States or one of its territories and had no reported or documented claim to U.S. citizenship.
- Were in the applicant's custody for 4 or more consecutive days during the reporting period.
- Were convicted of a felony or second misdemeanor for violations of state or local law.
- Were identified and reported as undocumented, using due diligence.

The U.S. Department of Homeland Security will make the final determination on the status of submitted inmate records for undocumented alien purposes. Inmates may qualify for SCAAP purposes if they were:

- Persons who entered the U.S. without inspection or at any time or place other than as designated by the Attorney General.
- Persons in deportation or exclusion proceedings at the time they were taken into custody.
- Non-immigrants who failed to maintain their non-immigrant status at the time they were taken into custody.
- Certain Mariel Cubans who otherwise meet these requirements.

Total All Inmate Days

The "total all inmate days" is the cumulative number of incarceration or detention days attributable to *all* inmates housed in the jurisdiction's facilities during the reporting period. It includes all inmates, regardless of their status, citizenship, disposition, or length of stay, including inmates held at contract facilities. A jurisdiction can use the sum of all nightly, facility head counts for the 365 days in the reporting period.

EXAMPLE	TOTAL DAYS
A jurisdiction detained or incarcerated 400 inmates during the current reporting cycle. Each inmate was held for exactly 7 days.	2,800 (400 inmates x 7 days)

Criminal Charges and Convictions

To be eligible for reporting, inmates must have been convicted of a felony or second misdemeanor for violations of state or local law, and housed in the applicant's state or local correctional facility for 4 or more consecutive days during the reporting period. All pretrial and post conviction time served from July 1, 2008 through June 30, 2009 may be reported to BJA.

EXAMPLES	REPORTABLE DAYS
An alien was convicted of a felony during the reporting period and spent 20 days in pretrial detention and 60 additional days from the conviction. All 80 days occurred during the reporting period.	80
An alien was convicted of a felony during the reporting period and spent 20 days in pretrial detention and 60 additional days from the conviction. The 20 pretrial detention days and 40 of the sentenced days occurred in the reporting period; the remaining 20 days were served after June 30, 2009.	60
An alien was convicted of a felony several years ago and is being held in pretrial detention on new charges. As this alien already qualifies based on the prior felony conviction, once he meets the minimum of 4 consecutive days in custody during the reporting period, the pretrial days may be reported to BJA, regardless of the outcome of the pending charges.	<i>As calculated</i>
An alien was convicted of a second misdemeanor and served 3 consecutive days as of June 30, 2008, and 20 additional days after June 30, 2008. This inmate cannot be reported for FY 2010, but will qualify for FY 2011. <i>NOTE: The first 3 days of the sentence are not reportable, regardless of what occurs with this inmate in the future.</i>	0

Required Inmate Data Format

The detailed inmate file reflects the jurisdiction's good faith and due diligence efforts to identify and list undocumented criminal aliens housed in its correctional facilities. Required inmate data elements include the A-Number, if known; last, middle, and first names; date of birth; unique inmate number assigned by the applicant jurisdiction; foreign country of birth; date taken into custody; date released from custody; and the Federal Bureau of Investigation (FBI) number, if known.

For inmates with aliases or multiple periods of incarceration: Creating a separate and distinct inmate record for each qualifying period of incarceration may include eligible inmates incarcerated more than once during the reporting period. Similarly, inmates with known aliases may be reported by creating a separate and distinct inmate record for each name. The same unique inmate identification number must be used for all records associated with a single inmate, regardless of the name under which the inmate was incarcerated. Applications submitted without complete facility data and inmate records will not be considered for SCAAP funding.

Country of Birth Codes

Generally, a person born in the U.S. or a U.S. territory is a U.S. citizen and should not be reported. Any submitted inmate record that includes a country code not on the official ICE country codes list will be rejected. Any record with an official country code that does not specifically represent a foreign country (unknown) will only be considered in the award calculation if determined the inmate is undocumented or otherwise qualifies. If the country provided by the inmate is not on the official list, select a country with a close geographic proximity to the one named by the inmate.

Alternatives to Traditional Incarceration

Inmates are not eligible if they served their incarceration incrementally, such as through weekend incarcerations that enabled them to maintain employment. Qualifying periods of incarceration must occur consecutively over the course of 4 or more days.

Parole and Probation Violators

Eligible inmates on parole or probation from qualifying convictions who are subsequently returned to the

custody of a state or local correctional facility may be eligible.

Correctional Officers

Correctional officers include employees, officers, and contractual staff whose primary responsibility is the control, custody, or supervision of persons detained and incarcerated, including correctional officers, deputy sheriffs, correctional/jail supervisors, shift commanders, chiefs of security, assistant wardens, and wardens. Transportation officers and others providing control, custody, or supervision of inmates who are temporarily outside the maintaining facility are also eligible. Employees, officers, and contractual staff whose primary responsibility is providing noncustody services to the facility or its inmate population are not SCAAP eligible, including office and secretarial support, administrative, housekeeping, maintenance, food, health, education, training, vocational, counseling, and medical staff. Staff who function independently or outside the correctional facility, including parole and probation agents, hearing officers, court commissioners, judicial, prosecutorial, and public defenders, warrant and apprehension units, and others are not eligible.

Correctional Officer Salary Calculation

Salary information reported in the SCAAP application must reflect the total salaries and wages paid to full- and part-time correctional officers and others who meet the SCAAP definition. The reported sum should total the jurisdiction's actual salary expenditures for the reporting period, not an estimate or average. Correctional officer salary costs may include premium pay for specialized service, shift differential pay, and fixed-pay increases for time in service. It may also include overtime required by negotiated contract, statute, or regulation such as union agreements, contractual obligations, and required post staffing minimums.

Per Diem Costs

Per diem cost is calculated by the SCAAP system, dividing the jurisdiction's "total all inmate days" into the "total correctional officer salary costs." During the FY 2007 reporting period, jurisdictions reported an average per diem cost of \$30.30. BJA may require documentation to validate per diem costs or impose limits on the costs.

SCAAP Award Calculation

Once SCAAP data has been validated and analyzed, applicants will receive e-mail notification that awards are ready for online acceptance and drawdown. Formal acceptance of an award via GMS is necessary for the electronic transfer of funds into the applicant's bank account of record. Applicants have 45 calendar days to accept awards through GMS once notice is provided. SCAAP payments must go to the jurisdictions' general fund.

Payment Formula

The following provides an overview of the method used to calculate SCAAP payments

1. Using financial data from applicants, a per diem rate is calculated for each jurisdiction. For FY 2007, the average per diem rate was \$30.30 per inmate.
2. Inmate data is provided to the U.S. Department of Homeland Security to validate inmate data for eligible, unknown, and invalid records.
3. Each jurisdiction's total eligible inmate days and a percentage of the unknown days are totaled then multiplied by the applicant's per diem rate to derive the total correctional officer salary costs for eligible and unknown inmate days. The percentage used for unknown days is determined by a sliding scale: cities 60 percent; states 65 percent; and counties 80 percent of their total unknown inmate days.
4. The value of each applicant's correctional officer salary costs associated with its eligible and credited unknown inmate days are totaled. This total value reflects the maximum amount for SCAAP reimbursement. A percentage factor is used to reflect the relationship between the maximum reimbursable salary costs and the appropriation. For FY 2009, this factor was approximately 35.15 percent.

Variances

A variance will exist between the total salary costs reported by a jurisdiction and the final SCAAP payment amount, due to adjustments for unknown, ineligible, or invalid inmate records and the annual appropriation. Both the SCAAP system and BJA check for variances from prior year submissions for correctional officer staffing and salary levels, total bed count, and number of total inmate days.

82

PART II: Applying for FY 2010 SCAAP Funds

FY 2010 Reporting Period

The FY 2010 SCAAP reporting period is from July 1, 2008 through June 30, 2009.

FY 2010 Registration and Application Deadlines

Applications will be accepted through the online Grants Management System (GMS) beginning March 25, 2010, and ending at 6:00 p.m. e.t. on May 7, 2010.

GMS Application Process

The SCAAP Catalog of Federal Domestic Assistance (CFDA) number is 16.606.

For questions or concerns at any point in the GMS process, call the SCAAP Help Desk at 1-202-353-4411.

1. Access GMS at <https://grants.ojp.usdoj.gov>.
2. If you already have a GMS user ID, proceed to the GMS sign in. Even if your organization already has a user ID, you will not be considered registered for the solicitation until you have signed on to GMS and entered the appropriate solicitation.
3. If you do not have a GMS user ID, select "New User? Register Here." After you have completed all of the required information, click "Create Account" at the bottom of the page and to note your user ID and password, which are case sensitive. Within a few days, BJA will send an e-mail confirmation to newly registered applicants that their user ID and password have been approved and they are eligible to submit an application.
4. Beginning October 1, 2003, a Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) number must be included in every application for a new award or renewal of an award. The DUNS number will be required whether an applicant is submitting an application on paper, through OJP's Grants Management System, or using the government-wide electronic portal (Grants.gov). An application will not be considered complete until the applicant provides a valid DUNS number.

Organizations should verify that they have a DUNS number or take the steps necessary to obtain one as soon as possible. Applicants can receive a DUNS number at no cost by calling the dedicated toll-free DUNS number request line at 1-800-333-0505.

5. After you have logged onto the system using your user ID and password, click on "Funding Opportunities."
6. Select the "Bureau of Justice Assistance" from the drop-down list and click "Search." This will narrow the list of solicitations within the Office of Justice Programs to those in BJA.
7. From the list of BJA grants, find "State Criminal Alien Assistance Program" and click "Apply Online."
8. Confirm that your organization is eligible to apply for this program by reading the text on the screen. If eligible, proceed by clicking "Continue."
9. Once you have reached this point, you are considered successfully registered.

Online Inmate Data Reporting Process

Select the file upload process below that best meets your needs. While you may change the method prior to submitting the completed application to BJA, note that *the change from one process to another will overwrite and delete all previous inmate record submissions.*

- **Direct File Upload:** The direct file upload function allows you to submit inmate database records in a single ASCII-formatted file directly into GMS. File uploads must contain the mandatory data fields in the required format. File uploads that do not include the necessary information will be considered incomplete

and not eligible SCAAP funding. The SCAAP system provides you with an opportunity to correct files or add missing data prior to finalizing the application.

- **Direct Data Entry:** The direct data entry function allows you to manually enter inmate data directly into an online inmate data template, instead of creating a separate ASCII file. This approach may be best suited for jurisdictions with smaller facilities or small criminal alien populations. Drop-down menus are provided for selecting incarceration dates, date of birth, and country of birth (complete country names are listed).

During the file upload process, a red flashing bar will appear at the bottom of the applicant screen. This bar will continue to flash until the inmate file upload is complete. Upon completion of the inmate file upload, SCAAP GMS will provide the applicant with a "File Upload Status Report." This report will list the number of inmate records in the upload and the number of inmate records that are complete. In addition, the report will provide a detailed list of inmate records (by file number) that are incomplete or have data format errors and the nature of the error. Print this file upload status report for your records. If during the file upload process, your Internet browser times out or is disconnected, your inmate file upload may not be complete. It is important that you check the "File Upload Status Report" and verify that all of your inmate records have been uploaded.

When initiating a file upload, there is an approximate 10 second start-up delay. Once the file upload has actually begun, the estimated times for file uploads: 300 inmate records = less than 1 minute; 7,800 inmate records = 3 minutes; 54,600 inmate records = 15 minutes.

Technical System Requirements

Internet access is required to apply for SCAAP funding. Generally, Netscape Communicator 4.7 and Internet Explorer 5.5 are the earliest versions of the respective Internet browsers that may be used for successful SCAAP application system access. Contact your agency network administrator to determine if an internal firewall or agency Internet security system may be preventing direct access to the application system, or contact the GMS Help Desk for information regarding correct port settings. If you are a prior SCAAP user, the browser bookmark may not work properly and an attempt to access the SCAAP application site may generate a message advising that the "page cannot be displayed." Delete the bookmark and manually type the URL into the browser address line.

Internet User Accounts

Government officials from the applying jurisdictions must establish the OJP GMS user accounts for SCAAP. Non-government officials may not establish user accounts on behalf of applying jurisdictions. When establishing a user account, sheriffs or chiefs of police are not considered CEOs, but they may serve as the contact persons establishing the SCAAP user accounts on behalf of the CEOs. All applications must be filed in the name of the state or unit of government and must include the jurisdiction's CEO's name, official title, and e-mail address.

Application Resubmissions

BJA may return a submitted application with incomplete or inaccurate data to the applicant for corrections, and will notify both the CEO and the SCAAP contact, via the e-mail address of record, that their application needs to be corrected and resubmitted by a certain date to be considered for SCAAP funding.

84

8

Travis County Commissioners Court Agenda Request

Voting Session April 20, 2010
(Date)

Work Session _____
(Date)

I. Request made by:

Roger A. El-Khoury, M.S., P.E., Director, Facilities Mgmt. Phone # 854-9555

Signature of Elected Official/Appointed Official/Executive Manager/County Attorney.

Requested text:

Review and approve the immediate release of reimbursement payment to United Health Care for claims paid for participants in the Travis County Employee Health Care Fund for payment of \$466,721.73, for the period of April 2, 2010 to April 8, 2010.

Approved by: _____
Signature of Commissioner or County Judge

II. Additional Information:

A. Backup memorandum is attached.

B. Affected agencies and officials.

Dan Mansour	854-9499
Susan Spataro	854-9125
Rodney Rhoades	854-9106

III. Required Authorizations: Checked if applicable:

_____	Planning and Budget Office (854-9106)
_____	Human Resources Management Department (854-9165)
_____	Purchasing Office (854-9700)
_____	County Attorney's Office (854-9415)
_____	County Auditor's Office (854-9125)

10 APR 13 PM 3:14
RECEIVED
COUNTY JUDGES OFFICE

TRAVIS COUNTY
RECOMMENDATION FOR TRANSFER OF FUNDS

DATE: April 20, 2010

TO: Members of the Travis County Commissioners Court

FROM: Dan Mansour, Risk Manager

COUNTY DEPT. Human Resources Management Department (HRMD)

DESCRIPTION: United Health Care (UHC) (The Third Party Administrator for Travis County's Hospital and Self Insurance Fund) has requested reimbursement for health care claims paid on behalf of Travis County employees and their dependents.

PERIOD OF PAYMENTS MADE: April 2, 2010 to April 8, 2010

REIMBURSEMENT REQUESTED
FOR THIS PERIOD: \$466,721.73

HRMD RECOMMENDATION: The Director or Risk Manager has reviewed the reimbursement submitted and concurs with the findings of the audits by the Financial Analyst and the Benefits Contract Administrator and therefore recommends reimbursement of \$466,721.73.

Please see the attached reports for supporting detail information.

TRAVIS COUNTY
HOSPITAL AND INSURANCE FUND
SUPPORTING DETAIL FOR THE
WEEKLY REIMBURSEMENT REQUEST TO
COMMISSIONERS COURT
FOR THE PAYMENT PERIOD
APRIL 2, 2010 TO APRIL 8, 2010

- Page 1. Detailed Recommendation to Travis County Auditor for transfer of funds.
- Page 2. Chart of Weekly Reimbursements Compared to Budget
- Page 3. Paid Claims Compared to Budgeted Claims
- Page 4. Notification of amount of request from United Health Care (UHC).
- Page 5. Last page of the UHC Check Register for the Week.
- Page 6. List of payments deemed not reimbursable.
- Page 7. Journal Entry for the reimbursement.

DATE: April 20, 2010
TO: Susan Spataro, County Auditor
FROM: Dan Mansour, Risk Manager
COUNTY DEPT. Human Resources Management Department (HRMD)

United Health Care (UHC) (Travis County's Third Party Administrator for our Self Insured Health Care Fund) has requested reimbursement for health care claim payments made on behalf of Travis County employees and their dependents as follows:

PERIOD OF PAYMENTS PAID:
FROM: April 2, 2010
TO: April 8, 2010

REIMBURSEMENT REQUESTED: \$ 466,721.73

SUPPORTING DETAIL FOR REIMBURSEMENT REQUESTED:

NOTIFICATION OF AMOUNT OF REQUEST FROM UHC*:	\$ 1,352,442.93
bank withdrawal correction	\$ (2,850.00)
LESS: REIMBURSEMENTS PREVIOUSLY APPROVED BY COMMISSIONERS COURT: April 13, 2010	\$ (882,871.37)
Adjust to balance per UHC	\$ 0.17
TOTAL REIMBURSEMENT REQUESTED BY UHC FOR THIS WEEK**:	\$ 466,721.73
PAYMENTS DEEMED NOT REIMBURSABLE	\$ -
TRANSFER OF FUNDS REQUESTED:	\$ 466,721.73

The claims have been audited for eligibility and all were eligible in the period covered by the claim.

All claims over \$25,000 (1 this week totaling \$34,670.68) have been audited for data entry accuracy and the following information is correct for each claim audited: date of service, eligibility, nature of service, name of and amount billed by provider, amount billed by date and amount paid by UHC.

Fifteen percent (15%) of all claims under \$25,000 (\$65,970.50) have been audited for data entry accuracy and the following information is correct for each claim identified for this random review: date of service, eligibility, nature of service, name of and amount billed by provider, date and amount paid by UHC. Claims in this random audit met the above requirements but may qualify for more detailed analysis through other resources.

All claims have been reviewed to determine if they have exceeded the \$175,000 stop loss limit. For claims that have exceeded the limit, it has been verified that UHC has complied with the contract. This week credits for stop loss and other reimbursements totaled \$2,192.24.

All claims submitted in this transfer have been audited to confirm accuracy of billing and legitimacy of claim under the service provisions of the health care contract and all are contractually legitimate, legally incurred and accurately billed claims.

I certify that all data listed on this recommendation for transfer of funds is correct and that the payments shown have been made solely for the purpose of health insurance claims.

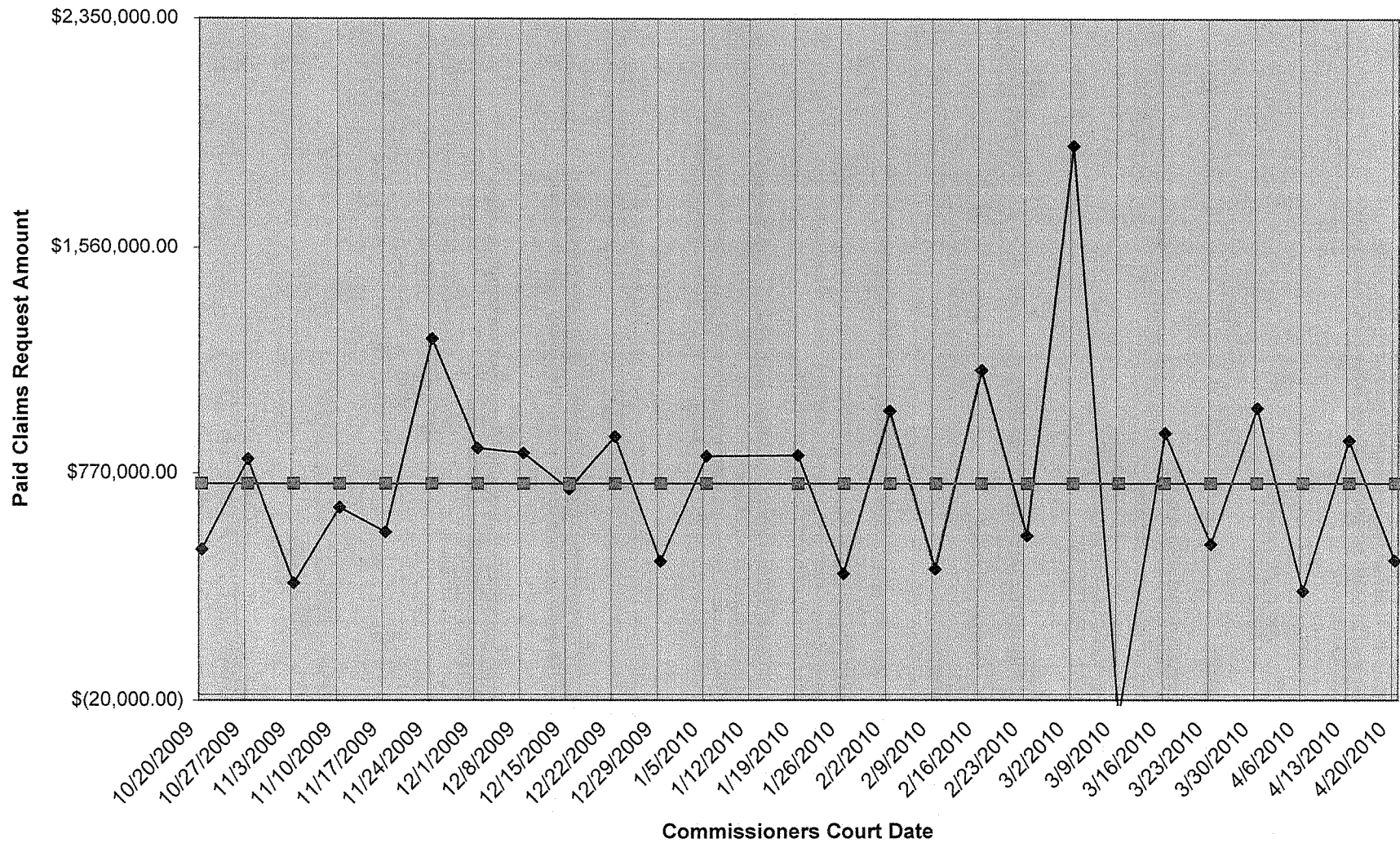
Dan Mansour 4-12-10
Dan Mansour, Risk Manager Date

Cindy Purinton 4/9/10
Cindy Purinton, Benefit Contract Administrator Date

Norman McRee 4/9/10
Norman McRee, Financial Analyst Date

** Agrees to the total payments for this period per the check register received from UHC. See the final page of this period's check register attached.

TRAVIS COUNTY EMPLOYEE BENEFIT PLAN FY10 PAID CLAIMS vs WEEKLY CLAIMS BUDGET OF \$734,980.88



TRAVIS COUNTY EMPLOYEE BENEFIT PLAN
FY10 WEEKLY PAID CLAIMS VS WEEKLY BUDGETED AMOUNT

Period	Voting Session Date	Pd Claims Request Amount	Budgeted Weekly Claims	# of Large Claims	Total of Large Claims
10/2/09-10/08/09	10/20/2009	\$ 506,983.79	\$ 734,980.88	2	\$ 84,160.90
10/9/09-10/15/09	10/27/2009	\$ 819,076.31	\$ 734,980.88	2	\$ 66,527.80
10/16/09-10/22/09	11/3/2009	\$ 388,581.81	\$ 734,960.88	2	\$ 81,663.47
10/23/09-10/29/09	11/10/2009	\$ 653,822.83	\$ 734,960.88	2	\$ 58,028.60
10/30/09-11/5/09	11/17/2009	\$ 567,206.00	\$ 734,960.88	0	\$ -
11/6/09-11/12/09	11/24/2009	\$ 1,238,417.14	\$ 734,960.88	3	\$ 185,593.04
11/13/09-11/19/09	12/1/2009	\$ 857,273.45	\$ 734,960.88	3	\$ 185,891.08
11/20/09-11/26/09	12/8/2009	\$ 839,621.97	\$ 734,960.88	2	\$ 55,007.00
11/27/09-12/03/09	12/15/2009	\$ 715,804.02	\$ 734,960.88	4	\$ 148,691.08
12/04/09-12/10/09	12/22/2009	\$ 897,384.47	\$ 734,960.88	4	\$ 202,013.76
12/11/09-12/17/09	12/29/2009	\$ 464,771.71	\$ 734,960.88	0	\$ -
12/18/09-12/24/09	1/5/2010	\$ 829,110.94	\$ 734,960.88	1	\$ 28,410.00
1/1/10-1/7/10	1/19/2010	\$ 831,839.27	\$ 734,960.88	1	\$ 74,273.56
1/08/10-1/14/10	1/26/2010	\$ 421,088.38	\$ 734,960.88	0	\$ -
1/15/10-1/21/10	2/2/2010	\$ 984,912.81	\$ 734,960.88	3	\$ 212,163.43
1/22/10-1/28/10	2/9/2010	\$ 437,127.76	\$ 734,960.88	0	\$ -
1/29/10-2/4/10	2/16/2010	\$ 1,127,243.08	\$ 734,960.88	4	\$ 300,506.33
2/5/10-2/11/10	2/23/2010	\$ 553,376.57	\$ 734,960.88	2	\$ 130,929.00
2/12/10-2/18/10	3/2/2010	\$ 1,911,218.40	\$ 734,960.88	10	\$ 921,042.22
2/19/10-2/25/10	3/9/2010	\$ (79,012.21)	\$ 734,960.88	3	\$ 116,905.73
2/26/10-3/4/10	3/16/2010	\$ 908,089.12	\$ 734,960.88	2	\$ 75,714.11
3/5/10-3/11/10	3/23/2010	\$ 522,919.47	\$ 734,960.88	1	\$ 54,720.32
3/12/10-3/18/10	3/30/2010	\$ 993,708.79	\$ 734,960.88	4	\$ 122,081.44
3/18/10-3/25/10	4/6/2010	\$ 358,684.00	\$ 734,960.88	0	\$ -
3/26/10-4/1/10	4/13/2010	\$ 882,871.37	\$ 734,960.88	3	\$ 122,334.64
4/2/10-4/8/10	4/20/2010	\$ 466,721.73	\$ 734,960.88	1	\$ 34,670.68
	Paid and Budgeted Claims - to date	\$ 19,098,842.98	\$ 19,109,022.88		
	Amount of Difference from Budget		\$ (10,179.90)		
		Not predictive of impact on reserve, intended to show relationship of weekly budget to weekly claims cost.			

From: <SIFS FAX@UHC.COM>
To: <NORMAN.MCREE@CO.TRAVIS.TX.US>
Date: 4/9/2010 5:21 AM
Subject: UHC BANKING REPTS/C

TO: NORMAN MCREE
FAX NUMBER: (512) 854-3128
PHONE: (512) 854-3828
FROM: UNITEDHEALTH GROUP
AB5

NOTIFICATION OF AMOUNT OF REQUEST FOR: TRAVIS COUNTY

DATE: 2010-04-09 **REQUEST AMOUNT:** \$1,352,442.93

CUSTOMER ID: 00000701254
CONTRACT NUMBER: 00701254 00709445
BANK ACCOUNT NUMBER: 0475012038 **ABA NUMBER:** 021000021
FUNDING **ADVICE FREQUENCY:** DAILY
FREQUENCY: FRIDAY **INITIATOR:** CUST **METHOD:** ACH **BASIS:** BALANCE

CALCULATION OF REQUEST AMOUNT

+ ENDING BANK ACCOUNT BALANCE FROM: 2010-04-08 \$609,742.68
 - REQUIRED BALANCE TO BE MAINTAINED: \$1,938,718.00
 + PRIOR DAY REQUEST: \$00.00

= UNDER DEPOSIT: \$1,328,975.32

+ CURRENT DAY NET CHARGE: \$23,467.61
 + FUNDING ADJUSTMENTS: \$00.00

REQUEST AMOUNT: \$1,352,442.93

ACTIVITY FOR WORK DAY: 2010-04-02

CUST PLAN	CLAIM	NON CLAIM	NET CHARGE
0632	\$30,916.39	\$00.00	\$30,916.39
TOTAL:	\$30,916.39	\$00.00	\$30,916.39

ACTIVITY FOR WORK DAY: 2010-04-05

CUST PLAN	CLAIM	NON CLAIM	NET CHARGE
0632	\$206,832.52	\$60.04	\$206,892.56

UNITED HEALTHCARE CHECK REGISTER FOR TRAVIS COUNTY SUBMITTED 2010_04_08

CONTR_NBR	PLN_ID	TRANS_AMT	SRS_DESG_NBR	CHK_NBR	GRP_ID	CLM_ACCT_NBR	ISS_DT	TRANS_TYP_CD	TRANS_DT	WK_END_DT
709445	5972	-4.56	O8	89543330	AB	1	4/2/2010	50	4/8/2010	4/8/2010
701254	632	-5.24	RE	14001300	AH	1	4/1/2010	50	4/7/2010	4/8/2010
701254	632	-5.24	RF	2066300	AH	1	3/27/2010	50	4/7/2010	4/8/2010
701254	632	-5.24	RE	14001300	AA	6	4/1/2010	50	4/7/2010	4/8/2010
701254	632	-8.42	RD	70639390	AH	1	8/17/2009	50	4/7/2010	4/8/2010
701254	632	-10.56	RD	70639390	AH	1	8/17/2009	50	4/7/2010	4/8/2010
701254	632	-10.56	RF	2145590	AH	1	11/2/2009	50	4/6/2010	4/8/2010
701254	632	-15.07	RF	2145590	AH	1	11/2/2009	50	4/7/2010	4/8/2010
701254	632	-16.12	RD	39387500	AE	1	4/1/2010	50	4/7/2010	4/8/2010
709445	5972	-21.17	RG	31808380	AA	1	1/15/2010	50	4/6/2010	4/8/2010
701254	632	-22.78	RG	31804290	A	11	3/30/2010	50	4/5/2010	4/8/2010
701254	632	-28.41	RF	2145090	AA	5	11/2/2009	50	4/6/2010	4/8/2010
709445	5972	-28.41	RG	24906460	AC	1	1/12/2010	50	4/6/2010	4/8/2010
701254	632	-33.19	RD	70572850	AI	16	4/1/2010	50	4/7/2010	4/8/2010
701254	632	-55.75	RD	49874470	AA	1	4/2/2010	50	4/8/2010	4/8/2010
701254	632	-127.18	RD	80737010	AA	1	3/27/2010	50	4/7/2010	4/8/2010
701254	632	-339.6	NN	SSN00000CAL		0	4/2/2010	600	4/8/2010	4/8/2010
701254	632	-588	NN	SSN00000CAL		0	3/31/2010	600	4/6/2010	4/8/2010
701254	632	-865.32	NN	SSN00000CAL		0	4/5/2010	600	4/9/2010	4/8/2010

466,721.73

Travis County Hospital and Insurance Fund - County Employees

UHC Payments Deemed Not Reimbursable

For the payment week ending: 04/08/2010

<i>CONTR_#</i>	<i>TRANS_AMT</i>	<i>SRS</i>	<i>CHK_#</i>	<i>GRP</i>	<i>CLAIM ACCT#</i>	<i>ISS_DATE</i>	<i>TRANS CODE</i>	<i>TRANS_DATE</i>
----------------	------------------	------------	--------------	------------	------------------------	-----------------	-----------------------	-------------------

Total: \$0.00

Travis County - Hospital and Self Insurance Fund (526)

Journal Entry for the Reimbursement to United Health Care

For the payment week ending: 4/8/2010

TYPE	MEMBER TYPE	TRANS_AMT
CEPO		
EE	526-1145-522.45-28	89,826.13
RR	526-1145-522.45-29	3,201.18
Total CEPO		\$93,027.31
EPO		
EE	526-1145-522.45-20	138,033.85
RR	526-1145-522.45-21	8,289.17
Total EPO		\$146,323.02
PPO		
EE	526-1145-522.45-25	212,162.57
RR	526-1145-522.45-26	15,208.83
Total PPO		\$227,371.40
Grand Total		\$466,721.73

9

Travis County Commissioners Court Agenda Request

Voting Session 4/20/10
(Date)

Work Session _____
(Date)

I. Request made by:


Roger A. El Khoury, M.S., P.E., Director, Facilities Management Phone # 854-4579
Signature of Elected Official/Appointed Official/Executive Manager/County Attorney

Routine Personnel Actions

Approved by: _____
Signature of Commissioner(s) or County Judge

II. Additional Information

- A. Backup memorandum and exhibits should be attached and submitted with this Agenda Request (original and eight copies of request and backup).
- B. List all of the agencies or official names and telephone numbers that might be affected or be involved with the request. Send a copy of request and backup to each party listed.

III. Required Authorizations: Please check if applicable:

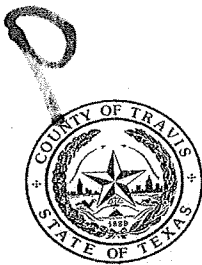
_____ Planning and Budget Office (854-9106)

_____ Human Resources Management Department (854-9165)

_____ Purchasing Office (854-9700)

_____ County Attorney's Office (854-9415)

_____ County Auditor's Office (854-9125)



HRMD *Human Resources Management Department*

1010 Lavaca Street, 2nd Floor

• P.O. Box 1748

• Austin, Texas 78767

• (512) 854-9165 / FAX(512) 854-4203

April 20, 2010

ITEM # :

DATE: April 9, 2010

TO: Samuel T. Biscoe, County Judge
Ron Davis, Commissioner, Precinct 1
Sarah Eckhardt, Commissioner, Precinct 2
Karen L. Huber, Commissioner, Precinct 3
Margaret Gomez, Commissioner, Precinct 4

VIA: Roger A. El Khoury, M.S., P.E., Director, Facilities Management

FROM: Tracey Calloway, Interim Director, HRMD

SUBJECT: Weekly Personnel Amendments

Attached are Personnel Amendments for Commissioners Court approval.

Routine Personnel Actions – Pages 2 – 5.

If you have any questions or comments, please contact Tracey Calloway at 854-9170 or Todd L. Osburn at 854-2744.

RAE/TC/TLO

Attachments

cc: Planning and Budget Department
County Auditor
County Auditor-Payroll (Certified copy)
County Clerk (Certified copy)

WEEKLY PERSONNEL AMENDMENTS --- ROUTINE

NEW HIRES				
Dept.	Slot	Position Title	Dept. Requests Level/Salary	HRMD Recommends Level/Salary
Constable 3	12	Court Clerk I	13 / Minimum / \$29,501.26	13 / Minimum / \$29,501.26
Constable 3	37	Court Clerk I	13 / Minimum / \$29,501.26	13 / Minimum / \$29,501.26
County Atty	117	Office Specialist	10 / Level 6 / \$28,412.80	10 / Level 6 / \$28,412.80
District Atty	117	Office Specialist	10 / Level 2 / \$25,521.60	10 / Level 2 / \$25,521.60
District Atty	184	Attorney III**	24 / Level 1 / \$63,939.20	24 / Level 1 / \$63,939.20
District Atty	207	Legal Secretary	15 / Level 5 / \$38,833.60	15 / Level 5 / \$38,833.60
HHS	160	Contract Compliance Spec	20 / Level 2 / \$50,190.40	20 / Level 2 / \$50,190.40
HHS	178	Case Worker	15 / Level 2 / \$35,796.80	15 / Level 2 / \$35,796.80
Juvenile Probation	374	Enforcement Officer I	14 / Level 1 / \$32,510.40	14 / Level 1 / \$32,510.40
Juvenile Probation	598	Juvenile Detention Ofcr I**	12 / Minimum / \$27,573.10	12 / Minimum / \$27,573.10
Juvenile Probation	609	Licensed Voc Nurse	15 / Level 6 / \$39,832.00	15 / Level 6 / \$39,832.00
Sheriff	1636	Security Coord	12 / Midpoint / \$33,777.95	12 / Midpoint / \$33,777.95
* Temporary to Regular			** Actual vs Authorized	

TEMPORARY APPOINTMENTS					
Dept.	Slot	Position Title	Dept. Requests Grade/Salary	HRMD Recommends Grade/Salary	**Temporary Status Type Code
County Clerk	50591	Office Asst	8 / \$10.45	8 / \$10.45	05
Juvenile Probation	50167	Juvenile Detention Ofcr Asst	11 / \$12.39	11 / \$12.39	05
**Temporary Status Type Codes: (Temporary less than 6 mos. = 02) (Project Worker more than 6 mos. = 05, includes Retirement Benefits).					

TEMPORARY APPOINTMENTS

Dept.	Slot	Position Title	Dept. Requests Grade/Salary	HRMD Recommends Grade/Salary	**Temporary Status Type Code
TNR	20059	Park Tech I	8 / \$11.00	8 / \$11.00	02
TNR	20060	Park Tech I	8 / \$11.00	8 / \$11.00	02
TNR	20061	Park Tech I	8 / \$11.00	8 / \$11.00	02
TNR	20062	Park Tech I	8 / \$11.00	8 / \$11.00	02
TNR	20063	Park Tech I	8 / \$11.00	8 / \$11.00	02
TNR	20064	Park Tech I	8 / \$11.00	8 / \$11.00	02
TNR	20065	Park Tech I	8 / \$11.00	8 / \$11.00	02
TNR	20066	Park Tech I	8 / \$11.00	8 / \$11.00	02
TNR	20067	Park Tech I	8 / \$11.00	8 / \$11.00	02

****Temporary Status Type Codes:** (Temporary less than 6 mos. = 02) (Project Worker more than 6 mos. = 05, includes Retirement Benefits).

CAREER LADDERS – POPS

Dept.	Slot	Current Position Title/Grade	New Position Title/Grade	Current Annual Salary	Proposed Annual Salary	Comments Current HRMD Practice
Sheriff	687	Corrections Officer* / Grd 81	Corrections Officer Sr / Grd 83	\$38,737.92	\$42,107.10	Career Ladder. Peace Officer Pay Scale (POPS).
Sheriff	1724	Deputy Sheriff Law Enforcement* / Grd 72	Deputy Sheriff Sr Law Enfrmnt / Grd 74	\$46,395.02	\$50,033.98	Career Ladder. Peace Officer Pay Scale (POPS).

* Actual vs Authorized

CAREER LADDERS – NON-POPS

Dept.	Slot	Current Position Title/Grade	New Position Title/Grade	Current Annual Salary	Proposed Annual Salary	Comments Current HRMD Practice
District Atty	18	Attorney VI* / Grd 28	Attorney VII / Grd 29	\$90,270.89	\$97,492.56	Career Ladder. Pay is between min and midpoint of pay grade.
Juvenile Probation	224	Juvenile Probation Ofcr I* / Grd 14	Juvenile Probation Ofcr II / Grd 15	\$32,510.40	\$34,135.92	Career Ladder. Pay is between min and midpoint of pay grade.

* Actual vs Authorized

PROMOTIONS / SALARY ADJUSTMENTS / LATERAL TRANSFERS / VOLUNTARY REASSIGNMENTS / TEMPORARY ASSIGNMENTS				
Dept. (From)	Slot – Position Title – Grade – Salary	Dept. (To)	Slot – Position Title – Grade – Salary	Comments
District Atty	Slot 6 / County / Dist Atty Div Dir / Grd 31 / \$119,379.70	District Atty	Slot 8 / County / Dist Atty Div Dir / Grd 31 / \$119,379.70	Lateral transfer. Employee transferred to different slot, same position, same department, same pay grade, retains current pay.
District Atty	Slot 8 / County / Dist Atty Div Dir / Grd 31 / \$128,398.43	District Atty	Slot 6 / County / Dist Atty Div Dir / Grd 31 / \$128,398.43	Lateral transfer. Employee transferred to different slot, same position, same department, same pay grade, retains current pay.
HHS	Slot 171 / Planner* / Grd 18 / \$45,151.39	HHS	Slot 212 / Home Repair Supv / Grd 16 / \$45,151.39	Voluntary job change. Pay is at midpoint of pay grade.
PBO	Slot 18 / Financial Analyst Sr / Grd 19 / Full-time \$48,592.00	PBO	Slot 18 / Financial Analyst Sr / Grd 19 / Part-time \$24,296.00	Status change from full-time to part-time (40 hrs to 20 hrs).
Sheriff	Slot 414 / Cert Peace Officer Sr / Grd 84 / \$61,933.04	Sheriff	Slot 1155 / Sergeant Corrections / Grd 88 / \$83,681.10	Promotion. Peace Officer Pay Scale (POPS).
Sheriff	Slot 1363 / Cert Peace Officer Sr / Grd 84 / \$61,933.04	Sheriff	Slot 1435 / Sergeant Corrections / Grd 88 / \$83,681.10	Promotion. Peace Officer Pay Scale (POPS).
Tax Collector	Slot 127 / Tax Specialist I / Grd 12 / Part-time \$13,786.55	Tax Collector	Slot 143 / Tax Specialist I / Grd 12 / Full-time \$27,573.10	Lateral transfer. Employee transferred to different slot, same position, same department, same pay grade. Status change from part-time to full-time (20 hrs to 40 hrs). Pay is at minimum of pay grade.
Tax Collector	Slot 132 / Accountant / Grd 16 / \$43,524.10	Tax Collector	Slot 41 / Accountant / Grd 16 / \$43,524.10	Lateral transfer. Employee transferred to different slot, same position, same department, same pay grade, retains current pay.
* Actual vs Authorized				

AD HOC CLASSIFICATION CHANGE							
		Current			HRMD Recommends		
Dept.	Slot #	Auth Position Title / Position #	FLSA	Pay Grade	Position Title / Position #	FLSA	Pay Grade
Tax Collector	11	Tax Compliance Officer Lead / 14021	NE	14	Training Education Coord I / 16582	E	16
Department requests in order to meet departmental needs. PBO has confirmed funding available.							

BY ORDER OF THE COMMISSIONERS COURT, THE PRECEDING PERSONNEL AMENDMENTS ARE APPROVED.

Samuel T. Biscoe, County Judge

Ron Davis, Commissioner, Pct. 1

Sarah Eckhardt, Commissioner, Pct. 2

Karen L. Huber, Commissioner, Pct. 3

Margaret Gomez, Commissioner, Pct. 4

10

TRAVIS COUNTY COMMISSIONERS COURT AGENDA REQUEST

Voting Session: APRIL 20, 2010

- I. A. Request made by: DANNY HOBBY, EXECUTIVE MANAGER, EMERGENCY SERVICES
Phone #: 854-4416
(Elected Official/Appointed Official/Executive Manager/County Attorney)
- B. Requested topic: RECEIVE BRIEFING AND TAKE APPROPRIATE ACTION REGARDING:
- A. PROPOSALS FOR HOUSING OF AVAILABLE STAR FLIGHT AIRCRAFT
- B. ESTABLISHING WORKING GROUPS TO ADDRESS PUBLIC POLICY ISSUES.

C. Approved by: _____
Signature of Commissioner or Judge

- II. A. Any backup material to be presented to the court must be submitted with this Agenda Request (Original and eight copies).
- B. Please list all of the agencies or officials' names and telephone numbers that might be affected by or involved with this request. Send a copy of this Agenda Request and backup to them:

- III. Required Authorizations: Please check if applicable.

Planning and Budget Office (854-9106)

_____ Additional funding for any department or for any purpose
_____ Transfer of existing funds within or between any line item
_____ Grant

Human Resources Department (854-9165)

_____ Change in your department's personnel (reorganization, restructuring etc.)

Purchasing Office (854-9700)

_____ Bid, Purchase Contract, Request for Proposal, Procurement

County Attorney's Office (854-9415)

_____ Contract, Agreement, Policy & Procedure

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted to the County Judge's office in writing by 12:00pm on Tuesdays for the next week's meeting. Late or incomplete requests may be deferred to the next meeting.

RECEIVED
COUNTY JUDGE'S OFFICE
APR 19 2010

EMERGENCY SERVICES

DANNY HOBBY, EXECUTIVE MANAGER

P. O. Box 1748

AUSTIN, TEXAS 78767

(512) 854-4416, FAX (512) 854-4786



*Emergency Management
Pete Baldwin, Emergency
Mgmt. Coordinator*

*Fire Marshal
Hershel Lee*

MEMORANDUM

To: Travis County Commissioners Court

From: Danny Hobby, Executive Manager, Emergency Services

Date: April 12, 2010

Subject: Hospital Proposals for Housing *STAR Flight* Aircraft

*Chief Medical Examiner
Dr. David Dolinak*

*STAR Flight
Casey Ping, Program
Manager*

This memorandum provides a summary of the meetings held last week with a representative from Seton Family of Hospitals and a representative from St. David's HealthCare. The intent was to allow the opportunity for both hospital networks to agree on a solution that would allow available *STAR Flight* aircraft to serve Seton's University Medical Center Brackenridge and Dell Children's Medical Center of Central Texas, and St. David's North Austin Medical Center.

Before the meetings *STAR Flight* management staff prepared various options for locating *STAR Flight* aircraft, along with pros and cons for each option from an operational perspective. Please see attached options. The overall direction I received by reviewing these options was to stay with the current staffing levels with the existing two aircraft. Two additional options surfaced for consideration which involved staying with the current staffing and simply splitting the time of the 12/7 aircraft between the two network locations or leaving the 12/7 aircraft at the hanger and not locating at network locations. All options were then discussed with each network representative.

While the meetings were spent talking about housing of aircraft, another theme began to occur with each representative. Discussions came about in regards to clinicians and administrators working together to find solutions to public policy issues such as mental health, the homeless, the low income, the uninsured, pre-hospital medical practice of first responders, paramedics, law enforcement, and individual citizens, along with hospital medicine and a review of who offers what services. Both networks expressed the need to work with each other and other hospitals, along with area stakeholders (the Health District and local clinics) in all the areas mentioned above. I have drafted an outline of working groups that might be a starting point for discussion in moving this theme along. Please see attached outline.

In consideration of reviewing the options for housing available *STAR Flight* aircraft and in reviewing the potential for working groups to address solutions for public policy issues I recommend the following actions:

1. Approve staying with the current staffing of **STAR Flight** aircraft; staying with the current housing of the 12/7 aircraft at the **STAR Flight** hanger; and use the third aircraft as a spare aircraft for the two existing **STAR Flight** aircraft.
2. Approve delaying a decision on the hospital proposals until October 1, 2010 so an overall assessment can be made regarding the percentage availability of the 24/7 aircraft and the 12/7 aircraft, call volume, missed calls, operational impact, collections, and expenditure and revenue performance.
3. Approve coordinating with local hospital representatives to establish working groups to address public policy issues.

Please let me know if I can provide additional information or assistance.

***STAR Flight* Aircraft Options (Pro's and Con's)**

Assumptions between 1000-1500 flight hours annually

3 Aircraft, Operate 1-24 and 1-12 at 2 locations

(36 hours per day of aircraft availability)- Availability 99% on duty aircraft, 60% spare aircraft.

Pro- Plan already underway; no additional hiring/training; admin./operational/maintenance structured to support; limited additional expenses; better matched to current call volume; more time for maintenance to perform preventive or cosmetic maintenance; and current call volume supports crew competency.

Con- Creates possible win/lose for one of the hospital network partners; may create additional aero medical resources in the Travis County arena; and could result in loss of call volume/decrease in revenue.

3 Aircraft, Operate 1-24 and 2-12 at 3 locations

(48 hours per day of aircraft availability)- Availability 99% 24 hour aircraft, 65% 12 hour aircraft or 99% for one and 40% for second 12 hour aircraft.

Pro- Creates win/win/win for hospital partners/Travis County; increased opportunity to solidify long term partners/relationships for ***STAR Flight***; increased capacity for growth or disaster response; additional financial support for the program; and additional opportunities for future staffing, equipment and new aircraft.

Con- Additional workload for support staff; additional pressure for maintenance staff; support structure may take some time to develop; additional hiring/training; staff scheduling; less time for maintenance to perform preventive or cosmetic maintenance; maintaining competency for staff may require additional training time especially at lower call volumes; additional operational expense; additional medical director requirements; and may require hangar expansion.

3 Aircraft, Operate 2-24 at 2 locations

(48 hours per day of aircraft availability)- Availability 99% 1-24 hour aircraft, 95% 1-24 hour aircraft, 50% spare aircraft.

Pro- 24 hour coverage; increased capacity for growth and disaster response; additional financial support for the program; and additional resources to reduce missed flights after 2200 flight hours.

Con- Current call volume after 2200 does not require 24 hour; additional hiring/training; additional medical director requirements; additional pressure for maintenance staff; additional workload for support staff; support structure may take some time to develop; staff scheduling; maintaining competency for staff may require additional training time especially at lower call volumes; and creates possible win/lose for one of the hospital network partners.

4 Aircraft, Operate 1-24 and 2-12 at 3 locations (Only includes aircraft issues)

(48 hours per day of aircraft availability)- Availability 99% 1-24 aircraft, 2-12 95% 12 hour aircraft, 20% aircraft spare.

Pro- Additional aircraft resources reduces pressure for maintenance staff; better able to plan for scheduled maintenance; ability to maintain availability for unscheduled maintenance; and increased capacity for growth or disaster response

Con- Additional operational expense; larger fleet; increased insurance expense; additional medical director requirements; and will require hangar expansion.

4 Aircraft, Operate 2-24, and 1-12 at 3 locations

(60 hours per day of aircraft availability)- Availability 99% 2-24 aircraft, 1-12 85% 20% spare aircraft

Pro- Additional aircraft resources reduces pressure for maintenance staff; better able to plan for scheduled maintenance; ability to maintain availability for unscheduled maintenance; and increased capacity for growth or disaster response

Con- Additional operational expense; larger fleet; increased insurance expense; additional medical director requirements; and will require hangar expansion.

Hospital Participation in Pre-Hospital Service Delivery

EMS Advisory Board

- Serving as members on the board to provide hospital perspective and impact on the patient's overall care and provision.

EMS Sub-Committee

- Meeting with Travis County Commissioners providing suggestions and comment on best practices for the delivery of pre-hospital service delivery to residents of Travis County and the region.

Hospital Advisory Council

- Local administrative representatives discuss and make recommendations to courts, councils, boards and foundations on best practices for pre-hospital care and delivery in the administrative and management of emergency medical services. Taking on public policy issues of mental health, the homeless, the low income, the uninsured, ground transport, air medical transport, public relations/training, and developing short term, mid term and long term strategies for each.

Clinical Working Group

- Local clinicians discuss pre-hospital care and delivery from the medical practice of first responders, paramedics, law enforcement and individual residents. Working and coordinating with the Office of the Medical Director in the provision of medicines and tools in the field for pre-hospital care, and what hospital and clinics offer in specialized services.

Annual Regional Summit

- Regional hospital representatives come together to discuss and review pre-hospital care in the region.

Relationship Circles

- Inviting hospitals to participate with emergency services districts, small cities and villages, Travis County and the City of Austin in budget development and strategic planning regarding pre-hospital service delivery.

TRAVIS COUNTY COMMISSIONERS COURT
AGENDA REQUEST

11



VOTING SESSION: April 20, 2010

- I. Request made by: Roger Jefferies, Executive Manager, Justice and Public Safety and Organizational Planning Team Liaison to HRMD

Requested topic:

**CONSIDER AND TAKE APPROPRIATE ACTION REGARDING THE
SELECTION PROCESS FOR THE DIRECTOR OF THE HUMAN RESOURCES
MANAGEMENT DIVISION**

Approved by: _____

(Signature of Commissioner or Judge)

- II. A. Any backup material to be presented to the court must be submitted with this Agenda Request (Original and eight copies)
- B. Please list all of the agencies or officials' names and telephone numbers that must be affected by or involved with this request. Send a copy of this Agenda Request and backup to them:

Organizational Planning Team, Rodney Rhoades, Facilitator x49106

- III. Required Authorizations: Please check if applicable.

Planning and Budget Office (854-9106)

- ☐ Additional funding for any department or for any purpose
- ☐ Transfer of existing funds within or between any line item
- ☐ Grant

Human Resources Department (854-9165)

- ☐ Change in your department's personnel (reorganization, restructuring, etc.)

Purchasing Office (854-9700)

- ☐ Bid, Purchase Contract, Request for Proposal, Procurement

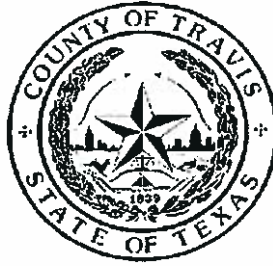
County Attorney's Office (854-9415)

- ☐ Contract, Agreement, Policy & Procedure

RECEIVED
COUNTY JUDGE'S OFFICE
10 APR 14 PM 4:25

AGENDA REQUEST DEADLINE:

All agenda requests and supporting materials must be submitted to the County Judge's office in writing by 12:00 p.m. on Tuesdays for the next week's meeting. Late or incomplete requests may be deferred to the next meeting



To: Sam Biscoe, County Judge
Ron Davis, Commissioner, Precinct 1
Sarah Eckhardt, Commissioner, Precinct 2
Karen Huber, Commissioner, Precinct 3
Margaret Gomez, Commissioner, Precinct 4

From: Tracey Calloway
Interim HR Director, HRMD

Through: Roger Jefferies
Organizational Planning Team Liaison to HRMD

Date: April 14, 2010

**SUBJECT: CONSIDER AND TAKE APPROPRIATE ACTION REGARDING
HIRING PROCESS FOR THE SELECTION OF THE DIRECTOR OF
THE HUMAN RESOURCES MANAGEMENT DIVISION**

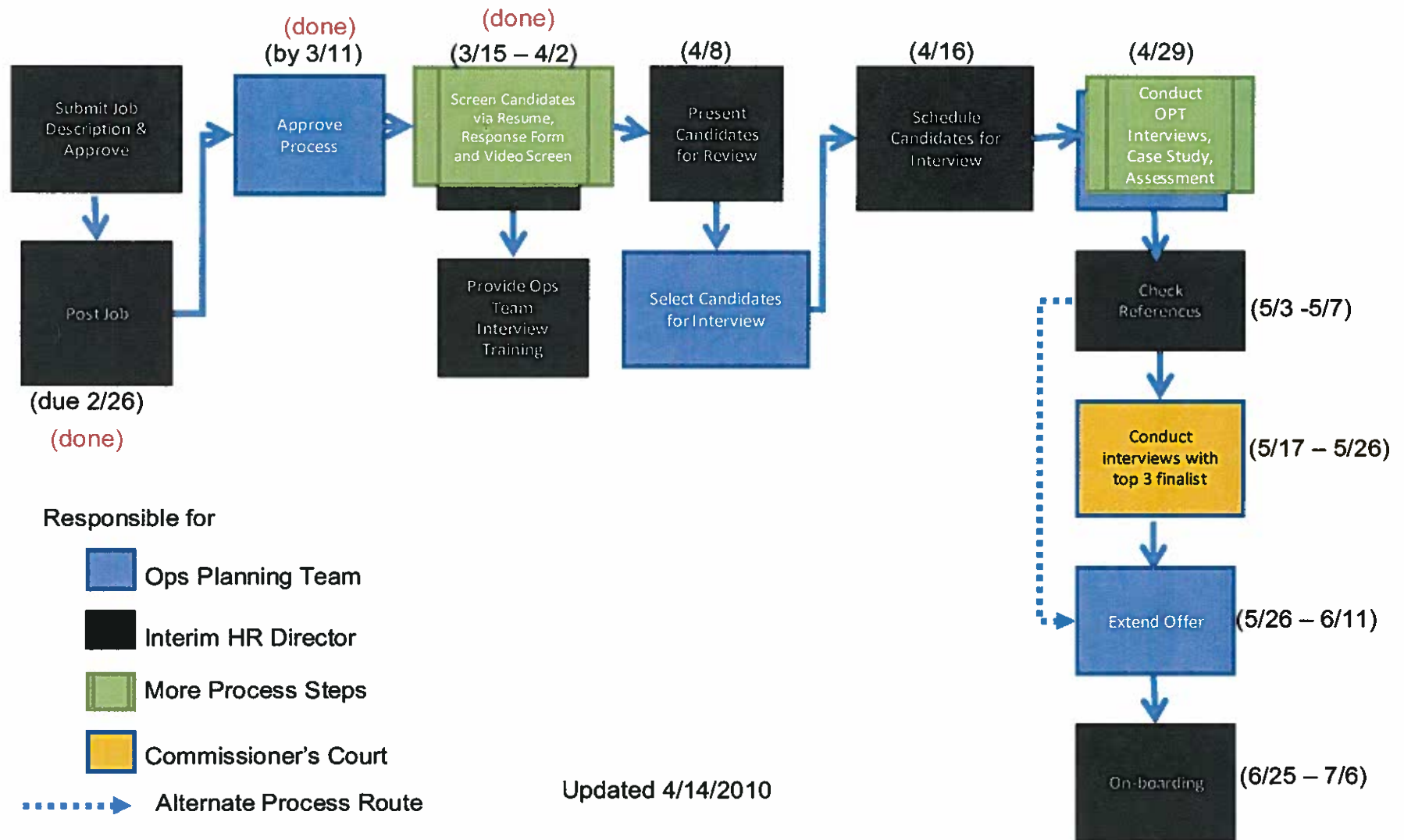
Please find attached for your review and consideration the process flow for the selection of the Director of Human Resources Management. Two options for the selection of the Director are presented:

- Selection of the Travis County HR Director by the Court from the top three candidates identified by the Operations Planning Team.
- Selection of the Director by the Operations Planning Team in conjunction with the Interim HR Director.

Five candidates have been identified by the Operations Planning Team and Interim HR Director to continue in the selection process with next interviews tentatively scheduled with the Operations Planning Team on Thursday, April 29th.

Dates for the Court's interview and selection would be scheduled between May 14 – May 26th, 2010 for a report date of June 21st – July 1st, 2010 for the new HR Director.

HRD Search Process Flow



RECEIVED
TRAVIS COUNTY COMMISSIONERS COURT AGENDA REQUEST

16 APR 12 01:11 PM
Please consider the following item for:

DATE OF VOTING SESSION: April 20, 2010

A. REQUEST MADE BY: Comms. Sarah Eckhardt/Karen Huber, Pct. 2/3
(Elected/Appointed Official/Executive Mgr/County Attorney)

B. REQUESTED TEXT:

CONSIDER AND TAKE APPROPRIATE ACTION ON REQUEST TO RE-APPOINT JAMES ADKINS TO SERVE AS A PRECINCT TWO AND PRECINCT THREE APPOINTEE TO THE TRAVIS CENTRAL APPRAISAL DISTRICT BOARD OF DIRECTORS. (COMMISSIONER ECKHARDT AND COMMISSIONER HUBER)



COMMISSIONER SARAH ECKHARDT



COMMISSIONER KAREN HUBER

- A. Any backup material to be presented to the Court must be submitted with this Agenda Request (Original(s) & 8 copies).
- B. Please list all of the agencies or officials' names and telephone numbers that might be affected by or involved with this request. The originating department should send a copy of this Agenda Request and backup to them:

REQUIRED AUTHORIZATIONS: PLEASE CHECK IF APPLICABLE:

____ Additional funding for any department or for any purpose
____ Transfer of existing funds within or between any line item budget
____ Grant

PURCHASING OFFICE (854-9700)

____ Bid, Purchase Contract, Request for Proposals

COUNTY ATTORNEY'S OFFICE (854-9415)

____ Contract, Agreement, Policy & Procedure

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted to County Judge's office, Room 520, in writing by Tuesdays at 12:00 p.m. for the next week's meeting. Late or incomplete requests may be deferred to the following week's meeting.

January 26, 2010

Commissioner Sarah Eckhardt
Travis County Commissioner Precinct 2
314 W. 11th St. Room 530
P.O. Box 1748
Austin, Texas 78767

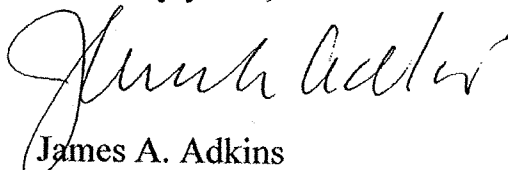
Dear Commissioner Eckhardt,

I have had the pleasure of serving a two year term as a member of the Board of Directors for the Travis County Appraisal District. This was an excellent experience for me, and I would appreciate being considered for reappointment.

The duties of this board are important and serving as a member provides an extraordinary opportunity for a citizen to participate in a meaningful way in government. I am very familiar with the administration and the overall responsibilities of TCAD having served both on the governing board and the Appraisal Review Board.

If reappointed, I will assure you that I will devote whatever time and effort is necessary to carry out my responsibilities in an open and fair way.

Sincerely yours,

A handwritten signature in black ink, appearing to read "James A. Adkins". The signature is fluid and cursive, with the first name "James" being the most prominent part.

James A. Adkins
8406 Green flint Lane
Austin, Texas 78759

February 12, 2010

Commissioner Sarah Eckhardt
Travis County Commissioner Precinct 2
314 W. 11th St. Room 530
P. O. Box 1748
Austin, Texas 78767

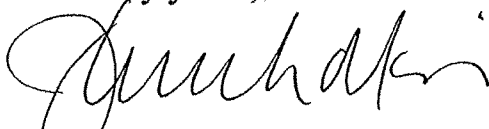
Dear Commissioner Eckhardt,

Reference is made to my January 26, 2010 letter regarding the Board of Directors of the Travis Central Appraisal District.

Enclosed is an Application for Appointment, a resume and a Non-Conflict of Interest Affidavit.

Thank you for your consideration.

Sincerely yours,

A handwritten signature in cursive script, appearing to read 'J. Adkins', written in dark ink.

James A. Adkins
8406 Greenflint Lane
Austin, Texas 78759



Application for Appointment

Board/Commission:

Name (Last, First, Middle): <i>ADKINS James A.</i>	
Home Address (Street, City, Zip): <i>8406 GREENFLINT LN Austin Texas 78759</i>	Home Phone: <i>512-345-3490</i>
Mailing Address (Street, City, Zip):	Cell Phone:
Employer: <i>Retired</i>	Email: <i>JAMESADKINS@Austin.RA.COM</i>
Occupation:	FAX Number:

Are you a Travis County Resident?

☒ Yes

☐ No

What Precinct do you live in?

☐ Precinct 1

☒ Precinct 2

☐ Precinct 3

☐ Precinct 4

How much time can you devote each month?

☐ 5-8 hours

☐ 13-16 hours

☐ 9-12 hours

☒ More than 16 hours

Skills and Experience:

☐ Advertising

☐ Finance/ Budget

☐ Marketing

☒ Administration Management

☐ Fund Raising

☐ Operations

☐ Child Care

☒ Government

☐ Public Relations

☐ Consulting

☐ Health Care

☐ Public Safety

☐ Education

☐ Human Resources

☐ Public Speaking

☐ Event Planning

☒ Legal

☐ Sales

☐ Writing/ Communication

☐ Other: _____



Application for Appointment

Please describe your interest in serving on the Board/Commission and any qualifications, areas of expertise or special interests that relate to your possible appointment. Please specify any other board appointments (past or present) and length of service, if applicable.

How successful the Travis Central Appraisal District is in meeting its statutory mandate to correctly determine the fair market value of property within its jurisdiction is critical to the citizens and the taxing authorities of the district. The board of directors of TCAD plays a significant role in attaining that success. To serve on this board, therefore, provides a citizen a real opportunity to participate in a worthwhile way in government.

I have completed a two year term on this board and would appreciate being considered for reappointment. The experience gained from this first term and my service on the Appraisal Review Board has afforded me a very good understanding of the operation and goals of TCAD.

Please submit your resume with this application, with references and contact information.

I agree to file with the County Judge the attached non-conflict of interest affidavit prior to being considered for an appointment by Travis County. I further agree to file an amendment in the event my status should change during my tenure on a county board.

Signature: _____

Mark Adams

Date: _____

February 12, 2010

NAME	James A. Adkins
ADDRESS	8406 Greenflint Lane Austin, Texas 78759 Telephone: 512-345-3490 jamesadkins@austin.rr.com
EDUCATION	B.B.A., The University of Texas at Austin J. D., The University of Texas at Austin
EXPERIENCE	<p>Extended and Varied Legal Experience</p> <ul style="list-style-type: none">-- Briefing Attorney for the Supreme Court of Texas. My duties included briefing and analyzing legal issues being considered by the Supreme Court of Texas.-- Captain, USAF, Judge Advocate General Corps. As base claims officer, I supervised ten military and civilian personnel and was responsible for the processing of all administrative claims for damages against the Air Force base to which I was assigned. I would assist the United States Attorney when requested. My duties additionally included providing legal assistance to the military personnel and their dependents, and court martial prosecution and defense work.-- Private Law Practice. Engaged in the private practice of law with the firm of Dawson and Dawson in Corsicana, Texas.-- General Counsel for Large State Agency. As General Counsel for the Texas Department of Mental Health and Mental Retardation, I was responsible for legal advice to the agency and its governing board and for the collection of charges, including litigation as necessary, for the support , maintenance and treatment furnished clients of the agency. In this capacity I supervised eighty-five persons, which included twelve attorneys. <p>Senior Level Administrative Experience</p> <ul style="list-style-type: none">--Texas Department of Mental Health and Mental Retardation. Began in 1970 moving progressively to higher positions including serving twice as Acting Commissioner. Held the position of Executive Deputy Commissioner at time of transfer to the Employees Retirement System of Texas. As Executive Deputy Commissioner, my duties included the supervision of six major divisions, including the Legal

Division, at the Central Office of TDMHMR. I served as legislative liaison for TDMHMR, parliamentarian for the Texas Board of Mental Health and Mental Retardation, and represented TDMHMR with other state agencies, advocate and interest groups and the general public.

--Employees Retirement System of Texas. Served as Deputy Executive Director until retirement. On two occasions served as Acting Executive Director. As Deputy Executive Director, I was the Chief Operating Officer for the agency. My duties including supervising all major divisions and serving as the administrative appeal authority for the majority of claims filed with the Employees Retirement System of Texas.

Additional Experience

--Travis Central Appraisal District Appraisal Review Board. Served as a member and as chairman of this board, hearing taxpayer protests regarding property appraisals and exemptions.

--Travis Central Appraisal District Board of Directors. Currently serve as a member of this board pursuant to a two year appointment

RECEIVED
COUNTY JUDGE'S OFFICE

TRAVIS COUNTY COMMISSIONERS COURT AGENDA REQUEST

10 APR 12 PM 2:00

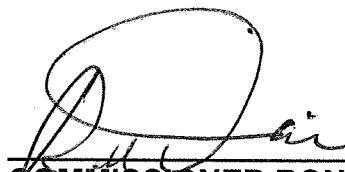
Please consider the following item for:

DATE OF VOTING SESSION: April 20, 2010

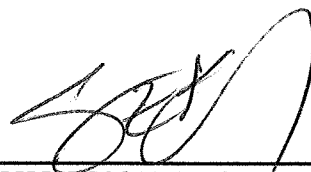
A. REQUEST MADE BY: Comms. Ron Davis/Sarah Eckhardt, Pct. 1/2
(Elected/Appointed Official/Executive Mgr/County Attorney)

B. REQUESTED TEXT:

RECEIVE UPDATE FROM CITY OF AUSTIN ON CITY OF AUSTIN COMPREHENSIVE PLAN. (COMMISSIONER DAVIS AND COMMISSIONER ECKHARDT)



COMMISSIONER RON DAVIS



COMMISSIONER SARAH ECKHARDT

- A. Any backup material to be presented to the Court must be submitted with this Agenda Request (Original(s) & 8 copies).
- B. Please list all of the agencies or officials' names and telephone numbers that might be affected by or involved with this request. The originating department should send a copy of this Agenda Request and backup to them:

REQUIRED AUTHORIZATIONS: PLEASE CHECK IF APPLICABLE:

☐ Additional funding for any department or for any purpose
☐ Transfer of existing funds within or between any line item budget
☐ Grant

PURCHASING OFFICE (854-9700)

☐ Bid, Purchase Contract, Request for Proposals

COUNTY ATTORNEY'S OFFICE (854-9415)

☐ Contract, Agreement, Policy & Procedure

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted to County Judge's office, Room 520, in writing by Tuesdays at 12:00 p.m. for the next week's meeting. Late or incomplete requests may be deferred to the following week's meeting.

Travis County Commissioners' Court Agenda Request

Meeting Date: April 20, 2010

I. A. Requestor: DEECE ECKSTEIN, IGR Phone # 854-9754

B. Specific Agenda Wording:

RECEIVE UPDATE AND TAKE APPROPRIATE ACTION ON TRAVIS COUNTY ACTIVITIES SURROUNDING THE 2010 CENSUS, INCLUDING:

- A. UPDATE ON TRAVIS COUNTY AND CITY OF AUSTIN PARTICIPATION RATES IN THE 2010 CENSUS EFFORT;
- B. REPORT ON AUSTIN-TRAVIS COUNTY COMPLETE COUNT COMMITTEE EFFORTS TO BUILD GRASSROOTS AWARENESS OF THE CENSUS; AND
- C. DISCUSSION OF TRAVIS COUNTY CONTRIBUTION TO COMPLETE COUNT COMMITTEE'S GRASSROOTS OUTREACH EFFORTS.

C. Sponsor: _____
County Commissioner or County Judge

II. A. Backup memorandum and exhibits should be attached and submitted with this Agenda Request.

B. Please list all of the agencies or officials names and telephone numbers that might be affected or be involved with the request.

SEE LIST BELOW	

III. Required Authorizations: Please check if applicable:

NONE APPLICABLE.

NAMES, PHONE NUMBERS AND EMAIL ADDRESSES OF PERSONS WHO MIGHT BE AFFECTED BY OR BE INVOLVED WITH THIS REQUEST:

Rodney Rhoades, Executive Manager
Planning and Budget Office
Phone: 854-9106
Email: rodney.rhoades@co.travis.tx.us

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted to County Judge's office, Room 520, in writing by Tuesdays at 12:00 p.m. for the next week's meeting. Late or incomplete requests may be deferred to the following week's meeting.

Travis County Commissioners Court Agenda RequestVoting Session 20 April 2010
(Date)Working Session _____
(Date)

- I. A. Request made by: COUNTY ATTORNEY (Tim Labadie) Phone: 854-5864

Signature of Elected Official/Appointed Official/Executive
Manager/County Attorney

- B. Requested Text:

Consider and take appropriate action concerning the settlement offer regarding payment for STAR Flight services rendered to Maria Godinez, Executive Session also, pursuant to Tex. Gov't Code § 551.071(1)(B).

- C. Approved by: _____
Signature of Commissioner(s) or County Judge

- II. A. Backup memorandum and exhibits should be attached and submitted with this Agenda Request (Original and eight copies for agenda request and backup).

- B. Please list all of the agencies or officials names and telephone numbers that might be affected or be involved with the request. Send a copy of this Agenda Request and backup to them.

Danny Hobby 854-9367

- III. Required Authorizations: Please check if applicable:

- A. Planning and Budget Office (854-9106)

_____ Additional funding for any department or for any purpose
_____ Transfer of existing funds within or between any line item budget
_____ Grant

- B. Human Resources Department (854-9165)

_____ A change in your department's personnel (reclassifications, etc.)

- C. Purchasing Office

_____ Bid, Purchase Contract, Request for Proposal, Procurement

- D. County Attorney's Office (854-9415)

_____ Contract, Agreement, Policy & Procedure

RECEIVED
COUNTY JUDGE'S OFFICE
10 APR - 9 AM 9:35

AGENDA REQUEST DEADLINE: This Agenda Request complete with backup memorandum and exhibits should be submitted to the County Judge's Office no later than 5:00 PM on Tuesday for the following week's meeting. Late or incomplete requests may be deferred to the next subsequent meeting.

18B**Travis County Commissioners Court Agenda Request**Voting Session 20 April 2010
(Date)Working Session _____
(Date)

- I. A. Request made by: COUNTY ATTORNEY (Tim Labadie) Phone: 854-5864

Signature of Elected Official/ Appointed Official/Executive
Manager/County Attorney

- B. Requested Text:

Consider and take appropriate action concerning the settlement offer regarding payment for STAR Flight services rendered to Raymond Johnson, Executive Session also, pursuant to Tex. Gov't Code § 551.071(1)(B).

- C. Approved by: _____
Signature of Commissioner(s) or County Judge

- II. A. Backup memorandum and exhibits should be attached and submitted with this Agenda Request (Original and eight copies for agenda request and backup).

- B. Please list all of the agencies or officials names and telephone numbers that might be affected or be involved with the request. Send a copy of this Agenda Request and backup to them.

Danny Hobby 854-9367

- III. Required Authorizations: Please check if applicable:

- A. Planning and Budget Office (854-9106)

_____ Additional funding for any department or for any purpose
_____ Transfer of existing funds within or between any line item budget
_____ Grant

- B. Human Resources Department (854-9165)

_____ A change in your department's personnel (reclassifications, etc.)

- C. Purchasing Office

_____ Bid, Purchase Contract, Request for Proposal, Procurement

- D. County Attorney's Office (854-9415)

_____ Contract, Agreement, Policy & Procedure

RECEIVED
COUNTY JUDGE'S OFFICE
10 APR - 8 11:34

AGENDA REQUEST DEADLINE: This Agenda Request complete with backup memorandum and exhibits should be submitted to the County Judge's Office no later than 5:00 PM on Tuesday for the following week's meeting. Late or incomplete requests may be deferred to the next subsequent meeting.

TRAVIS COUNTY COMMISSIONERS COURT AGENDA REQUEST

20

Roger A. El Khoury

Voting Session: April 20, 2010

I. A. Request made by: Roger A. El Khoury, M.S., P.E., Director, FMD Phone # 854-4579
(Elected Official/Appointed Official/Executive Manager/County Attorney)

B. Requested text:

Consider and take appropriate action regarding the potential purchase of real estate in Central Austin. (Exec Session Gov't Code Ann 551.071 & 551.072)

C. Approved by: *Karen Huber*
Signature of Commissioner or Judge

- II. A. Any backup material to be presented to the court must be submitted with this Agenda Request (Original and eight copies).
- B. Please list all of the agencies or officials' names and telephone numbers that might be affected by or involved with this request. Send a copy of this Agenda Request and backup to them:

Susan Spataro, County Auditor (4-9125)
Rodney Rhoades, Executive Manager, PBO (4-9106)
Cyd Grimes, Purchasing Agent (4-9700)
John Hille, Assistant County Attorney (4-9415)

III. Required Authorizations: Please check if applicable.

Planning and Budget Office (854-9106)
____ Additional funding for any department or for any purpose
____ Transfer of existing funds within or between any line item
____ Grant

Human Resources Department (854-9165)
____ Change in your department's personnel (reorganization, restructuring etc.)

Purchasing Office (854-9700)
____ Bid, Purchase Contract, Request for Proposal, Procurement

County Attorney's Office (854-9415)
____ Contract, Agreement, Policy & Procedure

RECEIVED
COUNTY JUDGES OFFICE
10 APR 15 AM 9:54

TRAVIS COUNTY COMMISSIONERS COURT
AGENDA REQUEST

Work Session _____ Voting Session April 20, 2010 Executive Session _____
 Date Date Date

- I. A. Request made by: Samuel T. Biscoe, County Judge
 (Elected Official/Appointed Official/Executive Manager/County Attorney)
- B. Requested Text: Approve setting a Public Hearing on May 4, 2010 to receive comments regarding a proposed issuance of tax-exempt bonds by the Colorado Educational and Cultural Facilities Authority for the benefit of Educational Media Foundation in a principal amount of approximately \$21,000,000.

Approved by: _____
 Signature of Commissioner(s) or Judge

- II. A. Any backup material to be presented to the court must be submitted with this Agenda Request (Original and eight copies of agenda request and backup).
- B. Please list all of the agencies or officials' names and telephone numbers that might be affected by or involved with this request. Send a copy of this Agenda Request and backup to them:

III. Required Authorizations: Please check if applicable.

Planning and Budget Office (473-9106)
 _____ Additional funding for any department or for any purpose
 _____ Transfer of existing funds within or between any line item
 _____ Grant

Human Resources Department (473-9165)
 _____ A change in your department's personnel (reclassifications, etc)

Purchasing Office (473-9700)
 _____ Bid, Purchase Contract, Request for Proposal, Procurement

County Attorney's Office (473-9415)
 _____ Contract, Agreement, Policy & Procedure

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted to the County Judge's office in writing by 5:00 PM on Mondays for the next week's meeting. Late or incomplete requests may be deferred to the next meeting.

Ε

PUBLIC NOTICE IS HEREBY GIVEN that a public hearing will be held by the Commissioners' Court (the "Commissioners' Court") of Travis County, Texas (the "County"), in the Commissioners' Courtroom, 1st Floor of the Travis County Administration Building at 314 West 11th Street in Austin, Texas on Tuesday, May 4, 2010, at or about 9:00 a.m. concerning the proposed issuance by the Colorado Educational and Cultural Facilities Authority (the "Authority") of its Tax Exempt Obligations for the benefit of Educational Media Foundation, a California nonprofit corporation (the "Borrower"), in one or more series and in the aggregate principal amount of approximately \$21,000,000 (the "Obligations"). A portion of the proceeds of the Obligations may be used (a) to finance or refinance the cost of acquiring a Federal Communications Commission (FCC) non-commercial license (the "License") to operate a radio station (FCC Channel/Class 290C2) (the "Radio Station") assigned by the FCC to the City of Round Rock, Texas, that will offer public affairs programming, contemporary Christian music, public service announcements and personal counseling by phone to listeners, (b) to finance or refinance the cost of acquiring certain related equipment and (c) to pay certain costs of issuing the Obligations, including costs of any credit enhancement for the Obligations.

The radio tower relating to the License and Radio Station is located at 5319 Buckman Mountain Road near Austin, Texas, within Precinct Three of the County. The proceeds of the Obligations will be loaned to the Borrower, and the Borrower will be the owner, operator and manager of the License and the Radio Station.

Interested persons are invited to attend the public hearing which will be the only public hearing held prior to the consideration by the Commissioners' Court of the resolution approving the issuance of the Obligations for the proposed purposes described above.

DATED: April 19, 2010
TRAVIS COUNTY COMMISSIONERS' COURT,
TRAVIS COUNTY, TEXAS

**RESOLUTION GIVING APPLICABLE ELECTED REPRESENTATIVE
APPROVAL IN CONNECTION WITH THE ISSUANCE OF TAX
EXEMPT OBLIGATIONS BY THE COLORADO EDUCATIONAL AND
CULTURAL FACILITIES AUTHORITY**

WHEREAS, Educational Media Foundation, a California nonprofit corporation (the “Borrower”), intends to operate a non-commercial radio station (the “Radio Station”) the tower for which is located at 5319 Buckman Mountain Road in Austin, Texas, within the jurisdiction of Travis County, Texas (the “County”); and

WHEREAS, the Radio Station will offer public affairs programming, contemporary Christian music, public service announcements and off-the-air personal counseling by phone to listeners; and

WHEREAS, the Borrower has requested the Colorado Educational and Cultural Facilities Authority (the “Issuer”) to issue its Tax Exempt Obligations for the benefit of the Borrower, in one or more series and in the aggregate principal amount of approximately \$21,000,000 (the “Obligations”); and

WHEREAS, a portion of the proceeds of the Obligations may be used (a) to finance or refinance the cost of acquiring a Federal Communications Commission (FCC) non-commercial license to operate the Radio Station, which license has been assigned by the FCC to a radio frequency (FCC Channel/Class 290C2) located in the City of Round Rock, Texas, within the County, (b) to finance or refinance the cost of acquiring certain related equipment and (c) to pay certain costs of issuing the Obligations, including costs of any credit enhancement for the Obligations (collectively, the “Project”); and

WHEREAS, in order to achieve interest savings, the Borrower desires that the Obligations be issued in compliance with the requirements of the Internal Revenue Code of 1986, as amended (the “Code”), so that interest on the Obligations may be excludible from the gross income of the owners of the Obligations; and

WHEREAS, Section 147(f) of the Code requires, as a condition to receiving tax exempt treatment of the interest on the Obligations, that an authorized, elected representative, defined in Section 147(f) of the Code as an “applicable elected representative,” approve the Obligations, and the Travis County Commissioners’ Court (the “Commissioners’ Court”) constitutes such an authorized, elected representative; and

WHEREAS, the Commissioners’ Court held a public hearing prior to consideration of this resolution after reasonable public notice was given in accordance with applicable law, and at such public hearing no objections were raised with respect to the proposed issuance of the Obligations or the financing of the Project; and

WHEREAS, the Commissioners’ Court deems it necessary and advisable that this resolution be adopted;

NOW, THEREFORE, BE IT RESOLVED by the Travis County Commissioners’ Court that:

Section 1. The Obligations shall not be, and are not, general obligations, debt or bonded indebtedness of the County and the holders or owners of such Obligations shall not have the right to have excises or taxes levied by the County for the payment of principal of, or interest or premium, if any, on such Obligations. Such payment shall be made only from funds provided by the Borrower or its subsidiaries and affiliates.

Section 2. The Commissioners' Court, as the "applicable elected representative" of the County for purposes of Section 147(f) of the Code, hereby approves, solely for purposes of such Section 147(f) of the Code, the issuance of the Obligations by the Issuer in one or more series in the principal amount of not to exceed \$21,000,000.

Section 3. The Commissioners' Court hereby finds and determines that all formal actions relative to the adoption of this resolution were taken in an open meeting of the Commissioners' Court and that all deliberations of the Commissioners' Court which resulted in formal action were in meetings open to the public in full compliance with applicable law.

Section 4. All resolutions, orders or parts thereof in conflict with the provisions of this resolution are, to the extent of such conflict, hereby repealed.

Section 5. This resolution shall take effect and be in full force immediately after its adoption by the Commissioners' Court.

**THIS RESOLUTION HAVING BEEN DULY CONSIDERED AND VOTED UPON
WAS PASSED AND APPROVED THIS 4TH DAY OF MAY 2010.**

**TRAVIS COUNTY COMMISSIONERS'
COURT**

ATTEST:

By: _____

C4

Travis County Commissioners Court Agenda Request

Voting Session Tuesday, April 20, 2010 Work Session _____
(Date) (Date)

I. A. Request made by: Gillian Porter Phone: 854-4722
Commissioners Court Specialist
Commissioners Court Minutes/County Clerk's Office

B. Requested Text: **Approve the Commissioners Court Minutes for the
Voting Session of April 6, 2010**

C. Approved By: 
Dana DeBeauvoir, Travis County Clerk

II. A. Backup memorandum and exhibits should be attached and submitted with this
Agenda Request (Original and eight copies)

B. Please list all of the agencies or officials' names and telephone numbers that might
be affected or be involved with the request. Send a copy of this Agenda Request
and backup to them.

III. Is back-up material attached? YES

AGENDA REQUEST DEADLINE: This Agenda Request, complete with backup memorandum
and exhibits, should be submitted to the County Judge's Office no later than 12:00 PM on
Tuesday for the following week's meeting. Late or incomplete requests may be deferred to the
next meeting.

MINUTES OF MEETING APRIL 6, 2010

TRAVIS COUNTY COMMISSIONERS' COURT

On Tuesday, the 6th day of April 2010, the Commissioners' Court convened the Voting Session at 9:09 AM in the Commissioners' Courtroom, 1st Floor of the Ned Granger Administration Building, 314 West 11th Street, Austin, Texas. Dana DeBeauvoir, County Clerk, was represented by Deputy Gillian Porter.

The Commissioners Court retired to Executive Session at 10:15 AM.

The Commissioners Court reconvened the Voting Session at 11:45 AM.

The Commissioners Court adjourned the Voting Session at 11:51 AM.

The Commissioners Court, meeting as the Travis County Bee Cave Road District #1 (Galleria), convened at 11:51 AM and adjourned at 11:52 AM.

The Commissioners Court, meeting as the Travis County Housing Finance Corporation, convened at 11:52 AM and adjourned at 11:53 AM.

Members of the Court heard from: Kenneth Snyder, Northridge Acres Resident; and Maurice Priest, Travis County Resident. (9:10 AM)

CONSENT ITEMS

Members of the Court heard from: Mary Etta Gerhardt, Assistant County Attorney.

Motion by Commissioner Gómez and seconded by Judge Biscoe to approve the following Consent Items: C1-C6 and Items 2, 3, 4.A-C, 6, 7, 9, 10, 11, 12, 13, 14, 15.A&B, 16, 17, 20, 21, 22, and 23. (9:19 AM)

Motion carried: County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	yes
Precinct 2, Commissioner Sarah Eckhardt	yes
Precinct 3, Commissioner Karen Huber	yes
Precinct 4, Commissioner Margaret J. Gómez	yes

- C1. RECEIVE BIDS FROM COUNTY PURCHASING AGENT.
- C2. APPROVE PAYMENT OF CLAIMS AND AUTHORIZE COUNTY TREASURER TO INVEST COUNTY FUNDS.
- C3. APPROVE SETTING A PUBLIC HEARING ON APRIL 27, 2010 TO RECEIVE COMMENTS REGARDING A REQUEST TO AUTHORIZE THE FILING OF AN INSTRUMENT TO VACATE ONE FIVE FOOT PUBLIC UTILITY EASEMENT LOCATED ALONG THE WEST LOT LINE OF LOT 74 OF CARDINAL HILLS ESTATES, UNIT 15 SUBDIVISION. (COMMISSIONER HUBER)
- C4. APPROVE SETTING A PUBLIC HEARING ON APRIL 27, 2010 TO RECEIVE COMMENTS REGARDING A REQUEST TO AUTHORIZE THE FILING OF AN INSTRUMENT TO VACATE TWO FIVE FOOT PUBLIC UTILITY EASEMENTS LOCATED ALONG THE COMMON LOT LINE OF LOTS 1347 AND 1348 OF THE AMENDED PLAT OF APACHE SHORES, SECTION 3 SUBDIVISION. (COMMISSIONER HUBER)
- C5. APPROVE MINUTES FOR SPECIAL VOTING SESSION OF MARCH 23, 2010.
- C6. APPROVE MINUTES FOR VOTING SESSION OF MARCH 25, 2010.

HEALTH AND HUMAN SERVICES DEPT. ITEMS

2. CONSIDER AND TAKE APPROPRIATE ACTION ON REAPPOINTMENT OF PHILIP P. HUANG, M.D., M.P.H., AS HEALTH AUTHORITY, AND DESIGNATE PAUL R. HINCHEY, M.D., M.B.A., AND REDESIGNATE BIRCH DUKE KIMBROUGH, M.D., EACH INDIVIDUALLY, AS AN ALTERNATE HEALTH AUTHORITY FOR AUSTIN/TRAVIS COUNTY HEALTH AND HUMAN SERVICES DEPARTMENT EFFECTIVE APRIL 7, 2010. (9:19 AM)

Clerk's Note: Item 2 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

PLANNING AND BUDGET DEPT. ITEMS

3. CONSIDER AND TAKE APPROPRIATE ACTION ON BUDGET AMENDMENTS, TRANSFERS AND DISCUSSION ITEMS. (9:19 AM)

Clerk's Note: Item 3 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

Clerk's Note: The Court noted that Amendment A3 from Item 3 was pulled at the request of the Planning and Budget Office.

4. REVIEW AND APPROVE REQUESTS REGARDING GRANT PROPOSALS, APPLICATIONS, CONTRACTS AND PERMISSIONS TO CONTINUE:
(9:19 AM)

- A. NEW APPLICATION TO THE U.S. DEPARTMENT OF JUSTICE, BUREAU OF JUSTICE ASSISTANCE TO EXPAND AND ADD PERSONNEL TO THE MENTAL HEALTH PUBLIC DEFENDER'S OFFICE, MANAGED BY CRIMINAL JUSTICE PLANNING THAT INCLUDES AN UNBUDGETED CASH MATCH THAT WILL BE REQUESTED AS A PART OF THE FISCAL YEAR 2011 BUDGET PROCESS;
- B. NEW APPLICATION TO THE OFFICE OF JUVENILE JUSTICE DELINQUENCY PREVENTION TO EXPAND THE COLLABORATIVE OPPORTUNITIES FOR POSITIVE EXPERIENCES PROGRAM IN THE JUVENILE PROBATION DEPARTMENT IN ORDER TO SERVE AN ADDITIONAL 45 PRE-ADJUDICATED NON-VIOLENT YOUTH WITH MENTAL HEALTH DISORDERS THAT INCLUDES AN IN-KIND MATCH THAT WILL BE MET WITHIN THE DEPARTMENT'S EXISTING BUDGET; AND
- C. ANNUAL APPLICATION TO THE OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION TO CONTINUE THE LEADERSHIP ACADEMY DUAL DIAGNOSIS UNIT WITHIN THE RESIDENTIAL SUBSTANCE ABUSE TREATMENT PROGRAM IN THE JUVENILE PROBATION DEPARTMENT.

Clerk's Note: Items 4.A-C approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

5. CONSIDER AUTHORIZING STAFF AND CONSULTANTS TO MOVE FORWARD WITH TRAVIS COUNTY'S 2010 DEBT ISSUANCE PROGRAM AND APPROVE METHOD OF SALE. (10:02 AM)

Clerk's Note: The Court discussed using a negotiated sale for the 2010 Debt Issuance.

Members of the Court heard from: Ladd Pattillo, Travis County Financial Adviser; and John Hille, Assistant County Attorney.

Motion by Commissioner Eckhardt and seconded by Commissioner Gómez that we go ahead with this debt issuance under this method of sale, negotiated.

Motion carried:

County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	yes
Precinct 2, Commissioner Sarah Eckhardt	yes
Precinct 3, Commissioner Karen Huber	yes
Precinct 4, Commissioner Margaret J. Gómez	yes

ADMINISTRATIVE OPERATIONS ITEMS

6. REVIEW AND APPROVE THE IMMEDIATE RELEASE OF REIMBURSEMENT PAYMENT TO UNITED HEALTH CARE FOR CLAIMS PAID FOR PARTICIPANTS IN THE TRAVIS COUNTY EMPLOYEE HEALTH CARE FUND FOR PAYMENT OF \$358,684.00 FOR THE PERIOD OF MARCH 19 TO 25, 2010. (9:19 AM)

Clerk's Note: Item 6 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

7. CONSIDER AND TAKE APPROPRIATE ACTION ON PROPOSED ROUTINE PERSONNEL AMENDMENTS. (9:19 AM)

Clerk's Note: Item 7 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

8. CONSIDER AND TAKE APPROPRIATE ACTION ON THE TRAVIS COUNTY NORTH CAMPUS MASTER PLAN. (9:30 AM) (9:33 AM)

Members of the Court heard from: Jim Barr, Senior Project Manager, Facilities Management; Kim Nguyen, Senior Architectural Associate, Facilities Management; and Maurice Priest, Travis County Resident.

Motion by Commissioner Davis and seconded by Commissioner Gómez to approve this particular Master Plan, and any adjustments that may be needed in the future.

Motion carried: County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	yes
Precinct 2, Commissioner Sarah Eckhardt	yes
Precinct 3, Commissioner Karen Huber	yes
Precinct 4, Commissioner Margaret J. Gómez	yes

JUSTICE AND PUBLIC SAFETY ITEMS

9. CONSIDER AND TAKE APPROPRIATE ACTION REGARDING REQUEST TO PAY INVOICE FROM COMMISSION ON ACCREDITED MEDICAL TRANSPORT SYSTEMS FOR SERVICES PROVIDED TO STAR FLIGHT PROGRAM. (9:19 AM)

Clerk's Note: Item 9 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

Clerk's Note: The Court noted that the invoice was for \$4,695.88.

PURCHASING OFFICE ITEMS

10. DECLARE THIRTEEN (13) GLOCK FIREARMS AS SURPLUS AND AUTHORIZE TRADE IN FOR (13) GLOCK FIREARMS WITH G.T. DISTRIBUTORS PURSUANT TO SECTION 263.152 OF THE TEXAS LOCAL GOVERNMENT CODE. (9:19 AM)

Clerk's Note: Item 10 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

11. APPROVE MODIFICATION NO. 5, FOR SERVICES PROVIDED UNDER INTERLOCAL AGREEMENT NO. IL040243RE, AUSTIN INDEPENDENT SCHOOL DISTRICT, FOR AFTER SCHOOL PROGRAM. (9:19 AM)

Clerk's Note: Item 11 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

Clerk's Note: The Court noted that the modification of IL040243RE was for \$25,000.00.

TRANSPORTATION AND NATURAL RESOURCES DEPT. ITEMS

12. CONSIDER AND TAKE APPROPRIATE ACTION REGARDING A REQUEST TO AUTHORIZE THE FILING OF AN INSTRUMENT TO VACATE TWO FIVE FOOT PUBLIC UTILITY EASEMENTS LOCATED ALONG THE COMMON LOT LINE OF LOTS 22 AND 23, BLOCK W OF APACHE SHORES SUBDIVISION, SECTION 6. (COMMISSIONER HUBER) (9:19 AM)

Clerk's Note: Item 12 is the action item for the public hearing on Agenda Item 1.

Clerk's Note: Item 12 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

13. CONSIDER AND TAKE APPROPRIATE ACTION ON A CASH SECURITY AGREEMENT WITH ROBINSON TRACT, LLC, FOR RIVER HILLS ROAD DRAINAGE IMPROVEMENTS FISCAL FOR THE LA PUENTE CONDOMINIUM PROJECT IN PRECINCT THREE. (COMMISSIONER HUBER) (9:19 AM)

Clerk's Note: Item 13 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

Clerk's Note: The Court noted that the Cash Security Agreement was for \$2,318.00.

14. CONSIDER AND TAKE APPROPRIATE ACTION ON A CASH SECURITY AGREEMENT WITH HIGHLAND HOMES, AUSTIN FOR SIDEWALK FISCAL FOR COMMONS AT ROWE LANE IIA, LOT 22, BLOCK B SUBDIVISION. (COMMISSIONER ECKHARDT) (9:19 AM)

Clerk's Note: Item 14 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

Clerk's Note: The Court noted that the Cash Security Agreement was for \$2,287.44.

15. CONSIDER AND TAKE APPROPRIATE ACTION ON THE FOLLOWING:
(9:19 AM)

- A. INDEMNIFICATION AGREEMENT WITH CAMERON CROSSROADS, L.P. TO FUND THE PERMANENT TRAFFIC IMPROVEMENTS ALONG STATE HIGHWAY 130 SOUTH OF CAMERON ROAD; AND
- B. ADVANCED FUNDING AGREEMENT FOR VOLUNTARY TRANSPORTATION IMPROVEMENT PROJECTS WITH THE STATE OF TEXAS AND TRAVIS COUNTY FOR THE PERMANENT TRAFFIC IMPROVEMENTS ALONG STATE HIGHWAY 130 SOUTH OF CAMERON ROAD. (COMMISSIONER DAVIS)

Clerk's Note: Items 15.A&B approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

16. CONSIDER AND TAKE APPROPRIATE ACTION ON A PRELIMINARY PLAN IN PRECINCT ONE: NORTH GATE. (COMMISSIONER DAVIS) (9:19 AM)

Clerk's Note: Item 16 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

17. CONSIDER AND TAKE APPROPRIATE ACTION ON ACCEPTANCE OF DEDICATION OF STREET AND DRAINAGE FACILITIES FOR TWO PORTIONS OF CRAZYHORSE PASS, A PORTION OF RED FOX ROAD, A PORTION OF WHITEBEAD TRAIL, PIMA TRAIL AND LONGBRANCH DRIVE IN THREE APACHE SHORES SUBDIVISIONS IN PRECINCT THREE. (COMMISSIONER HUBER) (9:19 AM)

Clerk's Note: Item 17 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

OTHER ITEMS

18. CONSIDER AND TAKE APPROPRIATE ACTION ON REQUEST TO APPOINT A REPRESENTATIVE TO SERVE AS A PRECINCT TWO AND PRECINCT THREE APPOINTEE TO THE TRAVIS CENTRAL APPRAISAL DISTRICT BOARD OF DIRECTORS. (COMMISSIONER ECKHARDT AND COMMISSIONER HUBER) (9:09 AM)

Item 18 postponed until April, 13, 2010.

19. **REVISED LANGUAGE:** RECEIVE STATE REQUIRED RACIAL PROFILING REPORT FOR CALENDAR YEAR 2009 FROM TRAVIS COUNTY CONSTABLE PRECINCT THREE AND TRAVIS COUNTY CONSTABLE PRECINCT FOUR. (9:31 AM) (10:15 AM) (11:46 AM)

Clerk's Note: Judge Biscoe announced that Item 19 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.

Members of the Court heard from: Jim Connolly, Assistant County Attorney.

Motion by Commissioner Gómez and seconded by Judge Biscoe that we receive the reports.

Motion carried: County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	yes
Precinct 2, Commissioner Sarah Eckhardt	yes
Precinct 3, Commissioner Karen Huber	yes
Precinct 4, Commissioner Margaret J. Gómez	yes

Item 19 to be reposted April 13, 2010.

20. CONSIDER AND TAKE APPROPRIATE ACTION ON REQUEST TO ALLOW THREE MEMBERS OF THE TRAVIS COUNTY SHERIFF'S OFFICE K9 UNIT TO TAKE THEIR ASSIGNED COUNTY VEHICLES TO SHREVEPORT, LOUISIANA FOR CERTIFICATION TRAINING. (9:19 AM)

Clerk's Note: Item 20 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

21. CONSIDER AND TAKE APPROPRIATE ACTION ON AN INTERLOCAL COOPERATION AGREEMENT BETWEEN CITY OF AUSTIN, TRAVIS COUNTY, AUSTIN INDEPENDENT SCHOOL DISTRICT AND TEXAS HEALTH AND HUMAN SERVICES COMMISSION ON BEHALF OF THE TEXAS DEPARTMENT OF FAMILY AND PROTECTIVE SERVICES FOR ADMINISTRATIVE COSTS OF THE AUSTIN RIDGE CAMPUS BUILDING CO-LOCATED FACILITY. (9:19 AM)

Clerk's Note: Item 21 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

Clerk's Note: The Court noted that the funding will be from the District Attorney's Budget.

22. CONSIDER AND TAKE APPROPRIATE ACTION ON OFFER TO DONATE RIGHT OF WAY EASEMENT FROM THE UNIVERSITY OF TEXAS SYSTEM FOR STONELAKE BOULEVARD. (9:19 AM)

Clerk's Note: Item 22 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

23. RECEIVE NOTICE OF ISSUANCE OF ELECTION ORDER FOR THE INCREASE OF THE SALES TAX RATE IN EMERGENCY SERVICES DISTRICT NO. 6. (9:19 AM)

Clerk's Note: Item 23 approved as part of the Consent Motion. Please refer to CONSENT ITEMS for a summary of the Court's Motion and Vote.

Clerk's Note: The County Judge noted that the Court just acknowledges receipt of the notice.

EXECUTIVE SESSION ITEMS

Note 1 Gov't Code Ann 551.071, Consultation with Attorney

Note 2 Gov't Code Ann 551.072, Real Property

Note 3 Gov't Code Ann 551.074, Personnel Matters

The Commissioners Court will consider the following items in Executive Session. The Commissioners Court may also consider any other matter posted on the agenda if there are issues that require consideration in Executive Session and the Commissioners Court announces that the item will be considered during Executive Session.

24. RECEIVE BRIEFING FROM COUNTY ATTORNEY AND TAKE APPROPRIATE ACTION CONCERNING WHETHER TO FILE SUIT TO RECOVER DAMAGES TO A COUNTY-OWNED GUARDRAIL AGAINST THE FOLLOWING: (9:31 AM) (10:15 AM) (11:47 AM)

A. ROBERT LOPEZ; AND

B. DANIEL VENCES AND/OR OLGA HERNANDEZ. ¹

Clerk's Note: Judge Biscoe announced that Items 24.A&B would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.

Clerk's Note: The Court discussed filing a suit against Robert Lopez in Item 24.A.

Motion by Judge Biscoe and seconded by Commissioner Eckhardt that we authorize the filing of a suit.

Motion carried: County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	yes
Precinct 2, Commissioner Sarah Eckhardt	yes
Precinct 3, Commissioner Karen Huber	yes
Precinct 4, Commissioner Margaret J. Gómez	yes

ITEM 24 CONTINUED

Clerk's Note: The Court discussed filing a suit against Daniel Vences and/or Olga Hernandez in Item 24.B.

Motion by Judge Biscoe and seconded by Commissioner Eckhardt that we authorize the filing of an appropriate lawsuit.

Motion carried:

County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	yes
Precinct 2, Commissioner Sarah Eckhardt	yes
Precinct 3, Commissioner Karen Huber	yes
Precinct 4, Commissioner Margaret J. Gómez	yes

25. RECEIVE BRIEFING FROM THE COUNTY ATTORNEY AND TAKE APPROPRIATE ACTION IN THE MATTER OF TRAVIS COUNTY V. FLINT HILLS RESOURCES, L.P. AND KOCH PIPELINE CO., L.P. ¹ (9:31 AM) (10:15 AM) (11:48 AM)

Clerk's Note: Judge Biscoe announced that Item 25 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.

No action required on Item 25.

Item 25 to be reposted when needed.

26. CONSIDER AND TAKE APPROPRIATE ACTION REGARDING REQUEST FROM THE CITY OF AUSTIN TO EXTEND THE PURCHASE AND SALE AGREEMENT BY 60 DAYS FOR THE SALE OF COUNTY-OWNED LAND OFF FM 969 IN EAST AUSTIN. ^{1 AND 2} (9:31 AM) (10:15 AM) (11:48 AM)

Clerk's Note: Judge Biscoe announced that Item 26 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney and Gov't. Code Ann. 551.072, Real Property.

Motion by Commissioner Davis and seconded by Commissioner Gómez to approve Item 26, through June 11, 2010.

Motion carried:

County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	yes
Precinct 2, Commissioner Sarah Eckhardt	yes
Precinct 3, Commissioner Karen Huber	yes
Precinct 4, Commissioner Margaret J. Gómez	yes

27. CONSIDER AND TAKE APPROPRIATE ACTION CONCERNING SETTLEMENT OFFERS REGARDING PAYMENT FOR STAR FLIGHT SERVICES RENDERED TO THE FOLLOWING: (9:31 AM) (10:15 AM) (11:49 AM)

A. GARY BUCKINGHAM; AND

B. AUBREE LEDBETTER. ¹

Clerk's Note: Judge Biscoe announced that Items 27.A&B would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.

Clerk's Note: The Court discussed a settlement offer from Gary Buckingham in Item 27.A.

Motion by Judge Biscoe and seconded by Commissioner Gómez that we reject the offer.

Motion carried: County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	yes
Precinct 2, Commissioner Sarah Eckhardt	yes
Precinct 3, Commissioner Karen Huber	yes
Precinct 4, Commissioner Margaret J. Gómez	yes

Clerk's Note: The Court discussed a settlement offer from Aubree Ledbetter in Item 27.B.

Motion by Commissioner Eckhardt and seconded by Commissioner Gómez that we accept the counter.

Motion carried: County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	yes
Precinct 2, Commissioner Sarah Eckhardt	yes
Precinct 3, Commissioner Karen Huber	yes
Precinct 4, Commissioner Margaret J. Gómez	yes

Clerk's Note: The County Judge noted that the settlement will be \$3,600.00, to be paid in a lump sum.

28. CONSIDER AND TAKE APPROPRIATE ACTION ON BROKERAGE SERVICES AGREEMENT WITH UGL EQUIS CORPORATION. ¹ (9:31 AM) (10:15 AM) (11:50 AM)

Clerk's Note: Judge Biscoe announced that Item 28 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney.

Motion by Judge Biscoe and seconded by Commissioner Gómez that we approve the proposed agreement, conditioned upon the UGL Equis Corporation agreeing with the terms and conditions set forth therein; this motion would authorize the County Judge to go ahead and sign the contract on behalf of Travis County.

Motion carried: County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	yes
Precinct 2, Commissioner Sarah Eckhardt	yes
Precinct 3, Commissioner Karen Huber	yes
Precinct 4, Commissioner Margaret J. Gómez	yes

29. CONSIDER AND TAKE APPROPRIATE ACTION REGARDING THE POTENTIAL PURCHASE OF REAL ESTATE FROM TRAVIS REALTY CORP. FOR THE PROPERTY LOCATED AT 700 LAVACA STREET. ^{1 AND 2} (9:31 AM) (10:15 AM) (11:50 AM)

Clerk's Note: Judge Biscoe announced that Item 29 would be considered in Executive Session pursuant to Gov't. Code Ann. 551.071, Consultation with Attorney and Gov't. Code Ann. 551.072, Real Property.

Discussion only. No formal action taken.

ADDED ITEM

- A1. CONSIDER AND TAKE APPROPRIATE ACTION ON THE FOLLOWING RELATED TO THE ENVIRONMENTAL REVIEW FOR THE LAVA LANE ROAD IMPROVEMENT PROJECT FUNDED BY COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS THROUGH THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT: (9:25 AM)
- A. RECEIVE COMMENTS PROVIDED DURING THE PUBLIC COMMENT PERIOD;
 - B. CERTIFY THE RESULTS OF THE ENVIRONMENTAL REVIEW; AND
 - C. APPROVE SUBMISSION TO THE HUD SAN ANTONIO FIELD OFFICE.

Clerk's Note: Items A1.A-C are associated with one another and were called for concurrent discussion.

Members of the Court heard from: Christy Moffett, Social Services Manager, Travis County Health and Human Services (TCHHS).

Motion by Commissioner Gómez and seconded by Judge Biscoe to approve Items A1.A-C, and authorize the County Judge to sign on behalf of the Commissioners Court.

Motion carried: County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	yes
Precinct 2, Commissioner Sarah Eckhardt	yes
Precinct 3, Commissioner Karen Huber	yes
Precinct 4, Commissioner Margaret J. Gómez	yes

ADJOURNMENT

Motion by Commissioner Davis and seconded by Commissioner Gómez to adjourn the Voting Session. (11:51 AM)

Motion carried:	County Judge Samuel T. Biscoe	yes
	Precinct 1, Commissioner Ron Davis	yes
	Precinct 2, Commissioner Sarah Eckhardt	yes
	Precinct 3, Commissioner Karen Huber	yes
	Precinct 4, Commissioner Margaret J. Gómez	yes

MINUTES APPROVED BY THE COMMISSIONERS' COURT

Date of Approval

Samuel T. Biscoe, Travis County Judge

TRAVIS COUNTY HEALTH FACILITIES DEVELOPMENT CORPORATION
AGENDA REQUEST

Work Session _____ Voting Session September 18, 2007 Executive Session _____
 Date Date Date

- I.** A. Request made by: Samuel T. Biscoe, President
 Elected Official
- B. Requested Text: Consider and take appropriate action on request from Family Eldercare to transfer a \$250,000 contract for a new Program Center from the Mueller site to the Meals on Wheels and More site.

Approved by: _____
 Signature of Samuel T. Biscoe, President

- II.** A. Any backup material to be presented to the court must be submitted with this Agenda Request (Original and eight copies of agenda request and backup).
- B. Please list all of the agencies or officials' names and telephone numbers that might be affected by or involved with this request. Send a copy of this Agenda Request and backup to them:
- III.** Required Authorizations: Please check if applicable.

Planning and Budget Office (473-9106)

- _____ Additional funding for any department or for any purpose
 _____ Transfer of existing funds within or between any line item
 _____ Grant

Human Resources Department (473-9165)

- _____ A change in your department's personnel (reclassifications, etc.)

Purchasing Office (473-9700)

- _____ Bid, Purchase Contract, Request for Proposal, Procurement

County Attorney's Office (473-9415)

- _____ Contract, Agreement, Policy & Procedure

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted to the County Judge's office in writing by 5:00 PM on Tuesdays for the next week's meeting. Late or incomplete requests may be deferred to the next meeting.

10 APR 13 PM 2:37
 RECEIVED
 COUNTY JUDGE'S OFFICE



Board of Directors
Travis County Bee Cave Road District No. 1 Agenda Request

Voting Session Tuesday, April 20, 2010
(Date)

Work Session _____
(Date)

I. A. Request made by: Gillian Porter Phone: 854-4722
Commissioners Court Specialist
Commissioners Court Minutes/County Clerk's Office

B. Requested Text: **Approve the Travis County Bee Cave Road District
No. 1 Minutes for the Voting Sessions of
March 16, 2010 and April 6, 2010.**

C. Approved By: 
Dana DeBeauvoir, Travis County Clerk

II. A. Backup memorandum and exhibits should be attached and submitted with this Agenda Request (Original and eight copies)

B. Please list all of the agencies or officials' names and telephone numbers that might be affected or be involved with the request. Send a copy of this Agenda Request and backup to them.

III. Is back-up material attached? YES

AGENDA REQUEST DEADLINE: This Agenda Request, complete with backup memorandum and exhibits, should be submitted to the County Judge's Office no later than 12:00 PM on Tuesday for the following week's meeting. Late or incomplete requests may be deferred to the next subsequent meeting.

MINUTES OF MEETING – MARCH 16, 2010

TRAVIS COUNTY BEE CAVE ROAD DISTRICT NO. 1

On Tuesday, the 16th day of March 2010, the Commissioners' Court, meeting as the Travis County Bee Cave Road District No. 1 (Galleria) Board of Directors, convened the Voting Session at 12:07 PM in the Commissioners' Courtroom, 1st Floor of the Ned Granger Administration Building, 314 West 11th Street, Austin, Texas. Dana DeBeauvoir, County Clerk, was represented by Deputy Gillian Porter.

The Commissioners Court record notes that Precinct Two Commissioner Sarah Eckhardt was not present during this Voting Session.

The Road District Board of Directors adjourned the Voting Session of the Travis County Bee Cave Road District No. 1 (Galleria) at 12:07 PM).

1. APPROVE PAYMENT OF CLAIMS AND AUTHORIZE COUNTY TREASURER TO INVEST ROAD DISTRICT FUNDS. (12:07 PM)

Item 1 not needed.

2. APPROVE TRAVIS COUNTY BEE CAVE ROAD DISTRICT NO. 1 MINUTES FOR THE VOTING SESSIONS OF FEBRUARY 26, 2010 AND MARCH 2, 2010. (12:07 PM)

Motion by Commissioner Gómez and seconded by Commissioner Huber to approve Item 2.

Motion carried: County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	yes
Precinct 2, Commissioner Sarah Eckhardt	absent
Precinct 3, Commissioner Karen Huber	yes
Precinct 4, Commissioner Margaret J. Gómez	yes

ADJOURNMENT

Motion by Commissioner Gómez and seconded by Commissioner Davis to adjourn the Voting Session of the Travis County Bee Cave Road District No. 1 (Galleria) (12:07 PM)

Motion carried:	County Judge Samuel T. Biscoe	yes
	Precinct 1, Commissioner Ron Davis	yes
	Precinct 2, Commissioner Sarah Eckhardt	absent
	Precinct 3, Commissioner Karen Huber	yes
	Precinct 4, Commissioner Margaret J. Gómez	yes

MINUTES APPROVED BY THE ROAD DISTRICT BOARD

Date of Approval

Samuel T. Biscoe, Travis County Judge

MINUTES OF MEETING – APRIL 6, 2010

TRAVIS COUNTY BEE CAVE ROAD DISTRICT NO. 1

On Tuesday, the 6th day of April 2010, the Commissioners' Court, meeting as the Travis County Bee Cave Road District No. 1 (Galleria) Board of Directors, convened the Voting Session at 11:51 AM in the Commissioners' Courtroom, 1st Floor of the Ned Granger Administration Building, 314 West 11th Street, Austin, Texas. Dana DeBeauvoir, County Clerk, was represented by Deputy Gillian Porter.

The Road District Board of Directors adjourned the Voting Session of the Travis County Bee Cave Road District No. 1 (Galleria) at 11:52 AM.

1. APPROVE PAYMENT OF CLAIMS AND AUTHORIZE COUNTY TREASURER TO INVEST ROAD DISTRICT FUNDS. (11:51 AM)

Motion by Judge Biscoe and seconded by Commissioner Gómez that the investments be made in Item 1.

Motion carried: County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	abstain
Precinct 2, Commissioner Sarah Eckhardt	yes
Precinct 3, Commissioner Karen Huber	yes
Precinct 4, Commissioner Margaret J. Gómez	yes

2. APPROVE TRAVIS COUNTY BEE CAVE ROAD DISTRICT NO. 1 MINUTES FOR THE VOTING SESSION OF MARCH 23, 2010. (11:51 AM)

Motion by Judge Biscoe and seconded by Commissioner Gómez to approve Item 2.

Motion carried: County Judge Samuel T. Biscoe	yes
Precinct 1, Commissioner Ron Davis	yes
Precinct 2, Commissioner Sarah Eckhardt	yes
Precinct 3, Commissioner Karen Huber	yes
Precinct 4, Commissioner Margaret J. Gómez	yes

ADJOURNMENT

Motion by Commissioner Gómez and seconded by Commissioner Davis to adjourn the Voting Session of the Travis County Bee Cave Road District No. 1 (Galleria) (11:52 AM)

Motion carried:	County Judge Samuel T. Biscoe	yes
	Precinct 1, Commissioner Ron Davis	yes
	Precinct 2, Commissioner Sarah Eckhardt	yes
	Precinct 3, Commissioner Karen Huber	yes
	Precinct 4, Commissioner Margaret J. Gómez	yes

MINUTES APPROVED BY THE ROAD DISTRICT BOARD

Date of Approval

Samuel T. Biscoe, Travis County Judge