

THE STATE OF TEXAS

COMMISSIONERS COURT

COUNTY OF SAN PATRICIO

NOTICE OF OPEN MEETING

IN ACCORDANCE WITH GOVERNMENT CODE CHAPTER 551 NOTICE IS HEREBY GIVEN THAT REGULAR MEETING OF THE COMMISSIONERS COURT WILL BE HELD ON TUESDAY, APRIL 2, 2024, AT 9:00 A.M. IN THE SAN PATRICIO COUNTY ADMINISTRATIVE ANNEX AT 1301 E. SINTON STREET SUITE C, COMMISSIONERS COURTROOM, AT WHICH TIME THE FOLLOWING SUBJECTS WILL BE DISCUSSED, CONSIDERED, PASSED OR ADOPTED.

1. **CALL TO ORDER, PLEDGES AND PUBLIC INVOLVEMENT**

- 1.1. Call meeting to order
- 1.2. Pledge of allegiance
- 1.3. Citizens to be heard
- 1.4. Report from Judge, Commissioner or Department concerning an item/report of community interest.

2. **DELIBERATE AND CONSIDER ACTION ON THE FOLLOWING ITEMS:**

- 2.1. Approval of minutes
- 2.2. **Financial Agenda:**
 - 2.2.a. Examination, consideration, and action on approval of all claims against San Patricio County Pursuant to section 113.064, Texas Local Government Code.
 - 2.2.b. Consideration and action on Budget Line Items, Transfers, and Amendments.
 - 2.2.c. Consideration and action on accepting bank reconciliation, investment reports, and related matters by County Treasurer.
- 2.3. **Consent Agenda:** All Consent Agenda items listed are considered to be routine by the Commissioners Court. Members of the Commissioners Court have been furnished documentation on each item, and all such items may be acted upon by one vote without being discussed separately unless requested by County Judge or a Commissioner:
 - 2.3.a. Accept and Record Continuing Education hours for Commissioner Pct.#1 Sonia Lopez, in the amount of 7 hours for the 66th Annual VG Young School for County Commissioner's Court, Bryan, Texas. February 20-22, 2024
 - 2.3.b. Accept and Record Continuing Education hours for Commissioner Pct.#1 Sonia Lopez, in the amount of 4 hours for County Budgeting: Administrative Training, during the 66th Annual VG Young School for County Commissioner's Courts, Bryan, Texas. February 20-22, 2024.

2.4. **Individual Action Agenda:**

- 2.4. a. Presentation by Dr. Mobley over current recommended COVID 19 Isolation and Quarantine Guidelines as of April 2, 2024.
- 2.4. b. Consideration and action on declaring April 2024 as Child Abuse Awareness and Prevention Month.
- 2.4. c. Consideration and action on approving FY 2024 Interlocal Agreement between the counties of San Patricio and Nueces for Intoxilyzer Technical Supervisor Services. Nueces County will pay the total sum of \$63,000.00 for these services.
- 2.4. d. Discussion, consideration and action on request from Steven Gonzalez, IT Director, to conduct maintenance and service on panic buttons to be paid for out of the Courthouse Security Fund for the following locations:
 - J.P. 1, 4, 5, 6, 8: 5 maintenance and service at \$399 a piece - total \$1,995.00
 - Service of Equipment for Courthouse and Surrounding Offices - total \$750.00
 - Juvenile Building: maintenance and service at \$399 a piece - total \$399.00
 - Admin Annex Building: maintenance and service at \$399 a piece - total \$399.00
 - Grand Total: \$3,543.00
- 2.4. e. Consideration in action on renewing the contract with the Texas Association of Counties for County Information Resources Agency.
- 2.4. f. Consideration and Action on request from John Hernandez, County Engineer for:
 - 1) G & G Discount Termite and Pest Controls Post Termite Treatment for the EOC in the amount of \$1500.
 - 2) Monthly Pest Control Service by G & G Discount Termite and Pest Control in the amount of \$100 per month.
- 2.4. g. Consideration and Action on accepting Task Order for RFP2023-011 for ARPA for Construction and general grant management review, including FEMA projects.
- 3. **PERSONNEL**-Employment and current employee status changes in accordance with the current personnel policies, County Budget, and State law with notification of such changes to the payroll division of the Treasurer's office.
 - 3.1. Deliberate and consider action employee salary:
 - 3.1. a. Kristen Belasquez - Resignation - Clerk/LPHS/RLSS part-time regular non-exempt, grade 103 step 1 at \$15.05 per hour effective March 25, 2024.
 - 3.1. b. Raul Maldonado - Employment - Custodian I/Juvenile Detention part-time regular non-exempt, grade 101 step 1 at \$13.65 per hour effective April 2, 2024.
 - 3.1. c. Rene Perez - Employment - Crewman/Road and Bridge #3 full time regular non-exempt, grade 104 step 1 at \$2,738.94 per month (\$15.80 hr.) effective April 2, 2024.

- 3.1.d. Eric Sams - Employment - Juvenile Supervision Officer/Juvenile Detention part-time temporary non-exempt, grade 106 step 1 at \$18.10 per hour effective April 2, 2024.
- 3.1.e. Rene Curiel - Other/Status Change - Maintenance Assistant I/Fairgrounds part-time regular non-exempt, grade 104 step 4+ at \$18.51 per hour to full time regular at \$3,208.40 per month (\$18.51 hr.) effective April 1, 2024.
- 3.1.f. Allison Dominguez - Title/Grade/Salary Change - Legal Secretary/District Attorney full time regular non-exempt, grade 107 step 2+ at \$3,573.42 per month (\$20.62 hr.) to Paralegal grade 109 step 1 at \$3,841.51 per month (\$22.16 hr.) effective April 1, 2024. Salary Committee recommends step 1 per Classification and Compensation Plan guidelines. Request by Elected Official is step 3 at \$4,166.97 per month (\$24.04 hr.).
- 3.1.g. Jessica Hoffert - Title/Grade/Salary Change - Legal Secretary I/County Attorney full time regular non-exempt, grade 107 step 3 at \$3,639.59 per month (\$21.00 hr.) to Paralegal/Victim Advocate grade 109 step 3 at \$4,166.97 per month (\$24.04 hr.) effective April 1, 2024. As recommended by Salary Review Committee.
- 3.2. Accept and record employee status changes:
- 3.2.a. Thomas Sanchez - Employment - Document Scanner/County Auditor part-time temporary non-exempt at \$15.42 per hour effective April 2, 2024.

4. **EXECUTIVE SESSION**

PUBLIC NOTICE is given that the San Patricio Commissioners Court may elect to go into Executive Session anytime during the meeting to discuss matters listed on the Agenda, when authorized by the provisions of the Open Meetings Act, Chapter 551 of the Texas Government Code. To the extent there has been a past practice of distinguishing items for public deliberation and those for executive session, the public is advised that the Court is departing from that practice, and reserves the right to discuss any listed agenda items in executive session when authorized by law to do so. In the event the Commissioners Court elects to go into Executive Session regarding an agenda item the section or sections of the Open Meetings Act authorizing the Executive Session will be publicly announced by the presiding officer. In accordance with the authority of the Government Code, Sections 551.071 (Consultation with Attorney), 551.072 (Deliberation Regarding Real Property), 551.0725 (Contract being Negotiated), 551.073 (Prospective Gift), 551.074 (Personnel Matters), 551.0745 (Personnel Matters Affecting County Advisory Body), 551.076 (Security Devices), 551.086 (Public Utilities Competitive Matters), 551.087 (Economic Development Negotiations) the Commissioners Court will hold an Executive Session to consult with attorney(s) including matters related to litigation; deliberate regarding real property; prospective gift(s); personnel matter(s), including termination; security devices, and/or economic development negotiations and other matters that may be discussed in an Executive Session. Upon completion of the Executive Session, the Commissioners' Court may in an open session take such action as appropriate on items discussed in Executive Session.

- 5. **RECONVENE:** Regular Commissioners Court Session
- 6. Consideration and action on all items discussed in the Executive Session.
- 7. **ADJOURN**

SIGNED THIS THE 28TH DAY OF MARCH, 2024.
POSTED THIS THE 28TH DAY OF MARCH, 2024.

A handwritten signature in cursive script, reading "David R. Krebs", is written over a solid horizontal line.

Judge David R. Krebs

PERSONS WITH DISABILITIES PLANNING TO ATTEND THIS MEETING WHO MAY NEED
AUXILIARY AIDS OR SERVICES ARE ASKED TO CONTACT THE COUNTY JUDGE'S OFFICE AT
(361) 364-9301.

Commissioners Court Agenda

2.2.a.

Meeting Date: 04/02/2024

Brief Title:

From: Tricia Astin, County Judge Court Coordinator

SUBJECT:

Examination, consideration, and action on approval of all claims against San Patricio County Pursuant to section 113.064, Texas Local Government Code.

Attachments

Payables 2 April 2024

Commissioners Court Agenda**2.3.a.****Meeting Date:** 04/02/2024**Brief Title:** Continuing Education hours for Commissioner Pct.#1 Sonia Lopez**Submitted For:** Sonia Lopez, Commissioner PCT 1**From:** Linda Gaitan, Comm PCT 1 Admin

SUBJECT:

Accept and Record Continuing Education hours for Commissioner Pct.#1 Sonia Lopez, in the amount of 7 hours for the 66th Annual VG Young School for County Commissioner's Court, Bryan, Texas. February 20-22, 2024

Attachments

Word

Commissioners Court Agenda**2.3.b.****Meeting Date:** 04/02/2024**Brief Title:** Continuing Education hours for Commissioner Pct.#1 Sonia Lopez**Submitted For:** Sonia Lopez, Commissioner PCT 1**From:** Linda Gaitan, Comm PCT 1 Admin

SUBJECT:

Accept and Record Continuing Education hours for Commissioner Pct.#1 Sonia Lopez, in the amount of 4 hours for County Budgeting: Administrative Training, during the 66th Annual VG Young School for County Commissioner's Courts, Bryan, Texas. February 20-22, 2024.

Attachments

Sonia Lopez 4 hours Continuing Education

Commissioners Court Agenda

2.4.a.

Meeting Date: 04/02/2024

Brief Title: Updated Guidelines regarding COVID

From: Tricia Astin, County Judge Court Coordinator

SUBJECT:

Presentation by Dr. Mobley over current recommended COVID 19 Isolation and Quarantine Guidelines as of April 2, 2024.

Attachments

Covid Update March 24, 2024

Covid 19 Guidelines

Commissioners Court Agenda

2.4.b.

Meeting Date: 04/02/2024

Brief Title: Declaring April 2024 as Child Abuse Awareness and Prevention Month.

Submitted For: Gracie Gonzales, County Clerk

From: Gracie Gonzales, County Clerk

SUBJECT:

Consideration and action on declaring April 2024 as Child Abuse Awareness and Prevention Month.

Attachments

Proclamation County 2024

Commissioners Court Agenda**2.4.c.****Meeting Date:** 04/02/2024**Brief Title:** Intoxilyzer FY 2024 Interlocal Agreement with Nueces County**From:** Tricia Astin, County Judge Court Coordinator

SUBJECT:

Consideration and action on approving FY 2024 Interlocal Agreement between the counties of San Patricio and Nueces for Intoxilyzer Technical Supervisor Services. Nueces County will pay the total sum of \$63,000.00 for these services.

Attachments

Intoxilyzer Services Interlocal Agreement with Nueces County

Commissioners Court Agenda**2.4.d.****Meeting Date:** 04/02/2024**Brief Title:** Maintenance and Service on Panic Buttons**From:** Tricia Astin, County Judge Court Coordinator

SUBJECT:

Discussion, consideration and action on request from Steven Gonzalez, IT Director, to conduct maintenance and service on panic buttons to be paid for out of the Courthouse Security Fund for the following locations:

J.P. 1, 4, 5, 6, 8: 5 maintenance and service at \$399 a piece - total \$1,995.00

Service of Equipment for Courthouse and Surrounding Offices - total \$750.00

Juvenile Building: maintenance and service at \$399 a piece - total \$399.00

Admin Annex Building: maintenance and service at \$399 a piece - total \$399.00

Grand Total: \$3,543.00

Attachments

Service Panic Button Proposal

Commissioners Court Agenda**2.4.e.****Meeting Date:** 04/02/2024**Brief Title:** Texas Association of Counties -County Information Resources Agency Service Agreement**From:** Priscilla Maldonado, IS B&Y Admin

SUBJECT:

Consideration in action on renewing the contract with the Texas Association of Counties for County Information Resources Agency.

Attachments

TAC Service Agreement

Commissioners Court Agenda

2.4.f.

Meeting Date: 04/02/2024

Brief Title: Pest Control Dome Bid

Submitted For: John Hernandez, Engineer

From: Rosanna Guerrero, Office Coordinator

SUBJECT:

Consideration and Action on request from John Hernandez, County Engineer for:

- 1) G & G Discount Termite and Pest Controls Post Termite Treatment for the EOC in the amount of \$1500.
 - 2) Monthly Pest Control Service by G & G Discount Termite and Pest Control in the amount of \$100 per month.
-

Attachments

G & G Pest Control EOC

Commissioners Court Agenda**2.4.g.****Meeting Date:** 04/02/2024**Brief Title:** ARPA-SLFRF Task order**Submitted For:** Melanie Cooper, County Judge**From:** Melanie Cooper, Grant Writer

SUBJECT:

Consideration and Action on accepting Task Order for RFP2023-011 for ARPA for Construction and general grant management review, including FEMA projects.

BACKGROUND:

RFP2023-011 was approved on 01/29/2024 and task order #1 will be paid with ARPA funding for Grant Administration services.

Attachments

Task Order #1

Commissioners Court Agenda

3.1.a.

Meeting Date: 04/02/2024

Brief Title: Resignation - K. Belasquez

Submitted For: Norma Rivera, Personnel

From: Norma Rivera, HR Director

SUBJECT:

Kristen Belasquez - Resignation - Clerk/LPHS/RLSS part-time regular non-exempt, grade 103 step 1 at \$15.05 per hour effective March 25, 2024.

Attachments

PA - Resign - K. Belasquez

Commissioners Court Agenda

3.1.b.

Meeting Date: 04/02/2024

Brief Title: Employment - R. Maldonado

Submitted For: Norma Rivera, Personnel

From: Norma Rivera, HR Director

SUBJECT:

Raul Maldonado - Employment - Custodian I/Juvenile Detention part-time regular non-exempt, grade 101 step 1 at \$13.65 per hour effective April 2, 2024.

Attachments

PA - Empl - R. Maldonado

Commissioners Court Agenda

3.1.c.

Meeting Date: 04/02/2024

Brief Title: Employment - R. Perez

Submitted For: Norma Rivera, Personnel

From: Norma Rivera, HR Director

SUBJECT:

Rene Perez - Employment - Crewman/Road and Bridge #3 full time regular non-exempt, grade 104 step 1 at \$2,738.94 per month (\$15.80 hr.) effective April 2, 2024.

Attachments

PA - Empl - R. Perez

Commissioners Court Agenda

3.1.d.

Meeting Date: 04/02/2024

Brief Title: Employment - E. Sams

Submitted For: Norma Rivera, Personnel

From: Norma Rivera, HR Director

SUBJECT:

Eric Sams - Employment - Juvenile Supervision Officer/Juvenile Detention part-time temporary non-exempt, grade 106 step 1 at \$18.10 per hour effective April 2, 2024.

Attachments

PA - Empl - E. Sams

Commissioners Court Agenda

3.1.e.

Meeting Date: 04/02/2024

Brief Title: Other - R. Curiel

Submitted For: Norma Rivera, Personnel

From: Norma Rivera, HR Director

SUBJECT:

Rene Curiel - Other/Status Change - Maintenance Assistant I/Fairgrounds part-time regular non-exempt, grade 104 step 4+ at \$18.51 per hour to full time regular at \$3,208.40 per month (\$18.51 hr.) effective April 1, 2024.

Attachments

PA - Other - R. Curiel

Commissioners Court Agenda**3.1.f.****Meeting Date:** 04/02/2024**Brief Title:** Salary/Other - A. Dominguez**Submitted For:** Norma Rivera, Personnel**From:** Norma Rivera, HR Director

SUBJECT:

Allison Dominguez - Title/Grade/Salary Change - Legal Secretary/District Attorney full time regular non-exempt, grade 107 step 2+ at \$3,573.42 per month (\$20.62 hr.) to Paralegal grade 109 step 1 at \$3,841.51 per month (\$22.16 hr.) effective April 1, 2024. Salary Committee recommends step 1 per Classification and Compensation Plan guidelines. Request by Elected Official is step 3 at \$4,166.97 per month (\$24.04 hr.).

Attachments

PA - Salary/Other - A. Dominguez

Commissioners Court Agenda**3.1.g.****Meeting Date:** 04/02/2024**Brief Title:** Salary/Other - J. Hoffert**Submitted For:** Norma Rivera, Personnel**From:** Norma Rivera, HR Director

SUBJECT:

Jessica Hoffert - Title/Grade/Salary Change - Legal Secretary I/County Attorney full time regular non-exempt, grade 107 step 3 at \$3,639.59 per month (\$21.00 hr.) to Paralegal/Victim Advocate grade 109 step 3 at \$4,166.97 per month (\$24.04 hr.) effective April 1, 2024. As recommended by Salary Review Committee.

Attachments

PA - Empl - J. Hoffert

Commissioners Court Agenda

3.2.a.

Meeting Date: 04/02/2024

Brief Title: Employment - T. Sanchez

Submitted For: Norma Rivera, Personnel

From: Norma Rivera, HR Director

SUBJECT:

Thomas Sanchez - Employment - Document Scanner/County Auditor part-time temporary non-exempt at \$15.42 per hour effective April 2, 2024.

Attachments

PA - Empl - T. Sanchez
