



**COMMISSIONER'S COURT MINUTES
FEBRUARY 6TH, REGULAR TERM, A.D. 2019**

1. CALL TO ORDER.
2. DETERMINATION THAT A QUORUM IS PRESENT:

BE IT REMEMBERED that on this the 6th day of February A.D. 2019 at 9:00 o'clock A.M., after due notice was given by posting of the attached Agenda; the Honorable Val Verde County Commissioners' Court convened in **REGULAR SESSION**. The meeting was called to order, the following members being present and constituted a quorum: Lewis G. Owens Jr., County Judge, Presiding; Martin Wardlaw, Commissioner of Precinct No. 1; Juan Carlos Vasquez, Commissioner of Precinct No. 2; Robert "LeBeau" Nettleton; Commissioner of Precinct No. 3; Gustavo Flores, Commissioner of Precinct No. 4; and Generosa Gracia-Ramon, County Clerk; when the following proceeding was had to wit:

3. Pledge of Allegiance.
4. Approval of minutes from previous meetings.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-064	N	W		Motion to Approve		O, W, V,		
				Jan. 9; Jan. 23; &		N, F		
				Jan. 28, 2019 Court				
				Minutes as				
				Presented.				

5. Citizens' Comments.

NOTICE IS HEREBY GIVEN TO THE PUBLIC THAT THE FOLLOWING ITEMS WILL BE DISCUSSED AND POSSIBLE ACTION MAY BE TAKEN BY THE VAL VERDE COUNTY COMMISSIONERS COURT:

MOTION KEY:
 JUDGE OWENS= O
 COMM WARDLAW=W
 COMM VASQUEZ=V
 COMM NETTLETON=N
 COMM FLORES= F

QUORUM

COUNTY JUDGE
 _____ Judge's Staff
 _____ Judge's Staff

COMM. PRCT# 1
 COMM. PRCT# 2
 COMM. PRCT# 3
 COMM. PRCT# 4

ATTENDING

COUNTY STAFF/DEPTS:

COUNTY ATTY
 COUNTY ATTY STAFF
 _____ COUNTY ATTY STAFF
 DISTRICT CLERK
 IT
 SHERIFF
 SHERIFF'S STAFF
 _____ AUDITOR
 _____ TREASURER
 PURCHASING
 HR
 TAX COLLECTOR
 _____ RISK MGMT
 FIRE DEPT
 _____ EMERGENCY MGMT
 _____ JP #1
 _____ JP #2
 JP #3
 _____ JP #4
 OTHER Rosa &
 Mary (Auditor's Office) _____
 Maria (Treasurer's Office) _____

MOTION KEY: JUDGE OWENS= O; COMM WARDLAW=W; COMM VASQUEZ=V; COMM NETTLETON=N; COMM FLORES=F

Lewis G. Owens Jr., County Judge

6. Discussion and possible action regarding payment of hotel occupancy taxes in previous years.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-065	N	F		Motion to approve.		O, W, V, N, F		

7. Discussion and possible action on requesting RFP’s for the administration of Battered Women’s Shelter.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-066	N	F		Motion to go out for RFP’s and		O, W, V, N, F		
			N	Appoint Roy Musquiz, Judge Owens,	F			
				Commissioner s Vasquez & Flores.				

8. Discussion and possible action on transferring the pick-up truck from the County Auditor’s Office to the County Judge’s Office.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-067	N	F		Motion to approve as		O, W, V, N, F		
				Presented.				

9. Discussion and possible action on hiring a County Planner/Health Inspector to include setting the salary and posting the position.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-068	N	F		Motion to advertise for a F/T		O, W, V, N, F		
				County Planner/Health Inspector				
				And set the salary at \$75,000.00.				

10. Discussion and possible action on a resolution for the 2019 Indigent Defense Grant Program.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-069	N	F		Motion to approve.		O, W, V, N, F		

11. Discussion and possible action regarding granting an exception to Val Verde County Personnel Policy 2.174, “Travel” that states: “Only during Legislation (sic) Session, the Maximum daily allowance for hotel stay per evening in Austin, Tx. And Washington DC will be \$275.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-070	N	F		Motion to approve \$380 for hotel, plus		O, W, V, N, F		
				Parking & taxes for Austin Legislative				
				Session & ask Policy Committee to review				
				current policy.				

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12. Discussion and possible action removing Rowland Garza from the city's animal advocacy committee.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-071	N	W		Motion to approve.		O, W, V, N, F		

13. Discussion and possible action on accepting and passing a resolution to implement a 2% hotel occupancy tax.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-072	N	F		Motion to approve and		O, W, V, N, F		
				delete #4 to be considered				
				at a later time.				

14. Discussion and possible action to hire a veteran through the VA work study program for the County Veterans Service Office.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-073	N	F		Motion to approve.		O, W, V, N, F		

15. Discussion and possible action on setting aside funds for Abner Martinez, County Surveyor to survey the old gun range on US 277.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-074	N	F		Motion to approve and		O, W, V, N, F		
				Take \$4,200.00 cost				
				from contingency.				

16. Discussion and possible action to approve payment of the Texas Association of Counties membership fees.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-075	F	N		Motion to approve.		O, W, V, N, F		

Martin Wardlaw, County Commissioner Pct. 1

17. Discussion and possible action to reclassify the job title for the Commissioners Secretary and the Community Center's Coordinator from Secretary and Coordinator, respectively, to Office Manager.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-076	N	F		Motion to re-classify job titles to Office		W, V, N, F		O
				Manager, adjust the base pay to \$30,000				
				and job description to be brought back				
				to the Court for ratification.				

MOTION KEY: JUDGE OWENS= O; COMM WARDLAW=W; COMM VASQUEZ=V; COMM NETTLETON=N; COMM FLORES=F

18. Discussion and possible action to name Cynthia Leyva as Secretary of the Fairgrounds Committee and appoint a member to replace her.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-077	W	F		Motion to approve and appoint Jerry Hernandez & Jimmy Murdock.		O, W, V, N, F		

19. Discussion and possible action on adjusting working hours for the County Fairgrounds employees to 8am to 5pm.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-078	W	N		Motion to set hours for fairgrounds Employees at 8am to 5pm. Cost report due the Court to adjust salaries to 8 hour work day at next Court Meeting.		O, W, V, N, F		

20. Discussion and possible action to approve reimbursement to Precinct 1 for the Escondido Estates Water Plant Re-Startup Project from the court's selected account in the amount of \$4,816.00.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-079	N	F		Motion to approve and take out of contingency.		O, W, V, N, F		

Rogelio R. Musquiz Jr., Purchasing Agent

21. Discussion and possible action regarding the status of the family violence center.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
N/A				Status report only, no Action taken.				

22. Discussion and possible action regarding scope of work approval for the Classification and Compensation Study in order to seek requests for proposal. (RFP)

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-080	N	F		Motion to approve as presented and appoint Personnel Committee to review RFP's.		O, W, V, N, F		

MOTION KEY: JUDGE OWENS= O; COMM WARDLAW=W; COMM VASQUEZ=V; COMM NETTLETON=N; COMM FLORES=F

23. Discussion and possible action regarding a copier maintenance agreement with Lone Star Copiers to maintain the copier located at the County Treasurer's Office at a cost of \$300 for 2019.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-081	N	W		Motion to approve.		O, W, V, N, F		

24. Discussion and possible action to declare the following items as surplus property and proper disposition. Disposition may (but not limited to) be auctioned, reassigned, recycled, or destroyed.

1989 Ford F Duty Flatbed Pick up Pct. #1

Broce Street Sweep Pct. #1

Obsolete, Misc., Computer and Metal Fairgrounds, Parks, Building Maint.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-082	N	F		Motion to approve.		O, W, V, N, F		

25. Discussion and possible action regarding a request from County Attorney's office to purchase laptop through Capital Outlay out of pre-trial diversion special account.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-083	N	F		Motion to approve.		O, W, V, N, F		

26. Discussion and possible action regarding Val Verde County entering into a service agreement with Direct-TV to provide TV service to the Sheriff's sub-station in Comstock TX. for a term of 24 months at a rate of no more than \$48.00 per month.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-084	F	N		Motion to approve.		O, W, V, N, F		

27. Discussion and possible action regarding a request from the Human Resources office to purchase office furniture through Capital Outlay.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-085	F	N		Motion to approve at a		O, W, V, N, F		
				Total cost of \$1,348.00.				

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28. Discussion and possible action regarding a request from Constable Pct. #3 to purchase ballistic vest and accessories through Capital Outlay.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-086	F	N		Motion to approve.		O, W, V, N, F		

Michael Bagley, District Attorney

29. Discussion and possible action regarding the adjustment of base salary for the position of Second Assistant District Attorney. Requesting an increase from \$67,399.50 to the new rate of \$70,500.00 to be effective immediately via budget adjustment. Request is being made to equalize salary of 2nd Assistant County Attorney, which was approved in Commissioner's Court on January 23rd, 2019.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-087	N	F		Motion to approve and set the Salary at \$70,500.00 and pay from contingency.		O, W, V, N, F		

Generosa Gracia-Ramon, County Clerk

30. Discussion and possible action on Election Security Assessment.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-088	N	F		Motion to table.		O, W, V, N, F		

Ramiro G. Barrera, IT Director

31. Discussion and possible action on subscribing to, and implementing technology known as the Cisco Umbrella (formerly OpenDNS), as an added defense to our networks, to help protect physical and digital assets at a cost of \$420.00 monthly, \$3,360.00 to end of this fiscal year. This protection would be county-wide.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-089	N	F		Motion to approve as presented.		O, W, V, N, F		

32. Discussion and possible action on the following requesting funds in an amount not to exceed \$10,000.00 for the following:

- (1) assistance to deploy a new IP camera project throughout various buildings, which includes identifying drops, testing, installing new equipment and installing new infrastructure.

MOTION KEY: JUDGE OWENS= O; COMM WARDLAW=W; COMM VASQUEZ=V; COMM NETTLETON=N; COMM FLORES=F

(2) assistance in preparing for a domain migration plan with the Sheriff's office and the Auditor/Treasurers office, to the Data Center that includes preliminary work at both locations in preparation for the to migration of all IT equipment.

(3) assistance in moving IT assets and documenting all transfers to IT storage. For these projects, I am requesting funds, not to exceed \$10,000.00 or until the projects are completed.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-090	N	F		Motion to approve as presented.		O, W, V, N, F		

Emily Grant, County Agent

33. Report on impact of Texas A&M AgriLife Extension Service – Val Verde in December and January.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
N/A				Report only.				

34. Discussion and possible action to provide an exemption of \$140 room rate to policy described in item #11 above for major stock show hotel rooms.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-091	N	W		Motion to approve \$200.00 for hotel plus parking and taxes for the Houston Stock Show.		O, W, V, N, F		

Joe Frank Martinez, County Sheriff

35. Discussion and possible action authorizing the County Judge and Sheriff to sign the Public Safety Office-CEO/Law Enforcement Certifications and Assurances Form the Office of the Governor.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-092	N	F		Motion to approve.		O, W, V, N, F		

36. Discussion and possible action authorizing Sheriff Joe Frank Martinez to ratify and accept the FY2018 Operation Stonegarden grant and authorize the County Judge to sign the grant and to approve the Resolution.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-093	N	F		Motion to ratify and accept 1.2 million FY2018 Stonegarden grant; authorize the Judge to sign the grant and to approve Resolution.		O, W, V, N, F		

MOTION KEY: JUDGE OWENS= O; COMM WARDLAW=W; COMM VASQUEZ=V; COMM NETTLETON=N; COMM FLORES=F

37. Discussion and possible action requesting authorization to apply for and accept the Local Border Security Program (LBSP) 2020 #2995205 ant to approve the Resolution.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-094	N	F		Motion to approve as Presented.		O, W, V, N, F		

38. Discussion and possible action requesting ratification of Grant number G18SS0008A, Modification 2.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-095	N	F		Motion to approve \$5,000.00 surplus to add to Amistad.		O, W, V, N, F		

39. Discussion and possible action requesting that the County Judge and Commissioners sign the Resolutions for FY2017 Operation Stonegarden and Local Border Security program (LBSP) 2019 # 2995204.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-096	N	F		Motion to approve as Presented.		O, W, V, N, F		

Aaron Rodriguez, County Treasurer

40. Monthly Treasurer's Report.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
N/A				Pre-report only. No action Required.				

Juanita Barrera, County HR Director

41. Reward of Healthy County Check to Val Verde County in the amount of \$276.92.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-097	F	N		Motion to accept \$276.92 to be deposited in the County Healthy Employee Incentives.		O, W, V, N, F		

MOTION KEY: JUDGE OWENS=O; COMM WARDLAW=W; COMM VASQUEZ=V; COMM NETTLETON=N; COMM FLORES=F

42. HR Monthly Report from January 19, 2019 through February 5, 2019.

- A. Sergio Gonzalez, County Court at Law Judge, requesting to stop the issuance of checks to Tom Garcia, Assistant Court Coordinator, effective January 11, 2019. Mr. Garcia transferred to County Judges Office.
- B. Joe Frank Martinez, requesting the issuance of checks to Adrian Valdez, Deputy Sheriff, with a salary of \$34,986.00, effective January 22, 2019. Mr. Valdez is replacing Pedro Garcia who was promoted.
- C. Hilda Lopez, JP Pct. 4, requesting to stop the issuance of checks to Ruth Weeks, Deputy Clerk, effective January 30, 2019. Ms. Weeks has resigned.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-098	N	F		Motion to approve and Amending "A" above to read as "Tom Garcia as Assistant Court Coordinator".		O, W, V, N, F		

Matthew Weingardt, County Auditor

43. Monthly County Auditor’s Report.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-099	N	V		Motion to approve.		O, W, V, N, F		

44. Discussion and possible action for County Judge to sign Cascos & Associates, PC Audit Engagement Letter.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-100	N	F		Motion to approve.		O, W, V, N, F		

Ana Markowski Smith, County Attorney

Executive Session items that may result in action in open session thereafter:

45. Ana Markowski Smith, County Attorney, requesting Executive Session pursuant to Texas Government Code §551.071(1), consultation regarding contemplated litigation and possible action in open session thereafter.

46. Ana Markowski Smith, County Attorney, requesting Executive Session pursuant to Texas Government Code §551.071(2), consultation which is governed by the attorney/client privilege and possible action in open session thereafter.

MOTION KEY: JUDGE OWENS= O; COMM WARDLAW=W; COMM VASQUEZ=V; COMM NETTLETON=N; COMM FLORES=F

47. Ana Markowski Smith, County Attorney, requesting Executive Session pursuant to Texas Government Code §551.072, consultation to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

EXECUTIVE SESSION: _____ v _____ §551.071(1) (A) _____ §551.071(1) _____ v _____ §551.071(2) _____ §551.071(1) (B) _____ 551.072 _____
OTHER _____ BEGAN @ 10:01 AM ENDED @ _____ BREAK @ _____ RESUMED @ 10:55 AM _____ ACTION AFTER EX: _____

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
N/A				No action taken.				

Commissioners Court reserves the right to hear any of the above agenda items that qualify for an executive session in an executive session by publicly announcing the applicable section number of the Open Meetings Act (Chapter 551 of the Texas Government Code) that justifies executive session treatment.

48. Approve subdivision plats.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-101	N	F		Motion to approve Rose Avenue Plat as Presented.		O, W, V, N, F		

49. Approve Certificates of Compliance.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
N/A				None presented.				

50. Approve monthly reports from elected officials.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-102	N	F		Motion to approve as Presented.		O, W, V, N, F		

MOTION KEY: JUDGE OWENS= O; COMM WARDLAW=W; COMM VASQUEZ=V; COMM NETTLETON=N; COMM FLORES=F

51. Approve bills for payment.

ORDER	Motion	2 nd	Amend	Amendment/Notes	Accept	Ayes	Noes	Abst
19-103	F	N		Motion to approve as Presented.		O, W, V, N, F		

52. Commissioners' comments. None.

53. County Judge's comments. None.

54. Adjourn. 10:56 AM.

The foregoing, recorded in Volume 53, pages 204-294, inclusive, was on this the 20th day of February A.D. 2019, read and is hereby **APPROVED**.

Respectfully submitted,



Lewis G. Owens Jr., County Judge
Val Verde County, Texas



ATTEST:



GENEROSA GRACIA-RAMON, COUNTY CLERK
Val Verde County, Texas

MOTION KEY: JUDGE OWENS= O; COMM WARDLAW=W; COMM VASQUEZ=V; COMM NETTLETON=N; COMM FLORES=F

County of Val Verde



Lewis G. Owens Jr.
County Judge

400 Pecan Street
Del Rio, TX 78840
Email: lowens@valverdecountry.texas.gov

Phone (830) 774-7501
Fax (830) 775-9406

AGENDA/NOTICE
VAL VERDE COUNTY COMMISSIONERS COURT
FEBRUARY 6, 2019 REGULAR TERM

Old County Court at Law
207B East Losoya Street
Del Rio, TX 78840

February 6, 2019 at 9:00am

1. Call to order.
2. Determination that a quorum is present.
3. Pledge of allegiance.
4. Approval of minutes from previous meetings.
5. Citizens' Comments.

NOTICE IS HEREBY GIVEN TO THE PUBLIC THAT THE FOLLOWING ITEMS WILL BE DISCUSSED AND POSSIBLE ACTION MAY BE TAKEN BY THE VAL VERDE COUNTY COMMISSIONERS COURT:

Lewis G. Owens Jr., County Judge

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15. Discussion and possible action on setting aside funds for Abner Martinez, County Surveyor to survey the old gun range on US 277.

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Martin Wardlaw, County Commissioner Pct. 1

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20. Discussion and possible action to approve reimbursement to Precinct 1 for the Escondido Estates Water Plant Re-Startup Project from the court's selected account in the amount of \$4,816.00.

Rogelio R. Musquiz Jr., Purchasing Agent

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Broce Street Sweep	Pct. #1
Obsolete, Misc., Computer and Metal	Fairgrounds, Parks, Building Maint.

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Michael Bagley, District Attorney

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Emily Grant, County Agent

33. Report on impact of Texas A&M AgriLife Extension Service – Val Verde in December and January.

34. Discussion and possible action to provide an exemption of \$140 room rate to policy described in item #11 above for major stock show hotel rooms.

Joe Frank Martinez, County Sheriff

35. Discussion and possible action authorizing the County Judge and Sheriff to sign the Public Safety Office-CEO/Law Enforcement Certifications and Assurances Form the Office of the Governor.

36. Discussion and possible action authorizing Sheriff Joe Frank Martinez to ratify and accept the FY2018 Operation Stonegarden grant and authorize the County Judge to sign the grant and to approve the Resolution.

37. Discussion and possible action requesting authorization to apply for and accept the Local Border Security Program (LBSP) 2020 #2995205 and to approve the Resolution.

38. Discussion and possible action requesting ratification of Grant number G18SS0008A, Modification 2.

39. Discussion and possible action requesting that the County Judge and Commissioners sign the Resolutions for FY2017 Operation Stonegarden and Local Border Security program (LBSP) 2019 # 2995204.

Aaron Rodriguez, County Treasurer

40. Monthly Treasurer's Report.

Juanita Barrera, County HR Director

41. Reward of Healthy County Check to Val Verde County in the amount of \$276.92.

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Matthew Weingardt, County Auditor

43. Monthly County Auditor's Report.

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Ana Markowski Smith, County Attorney

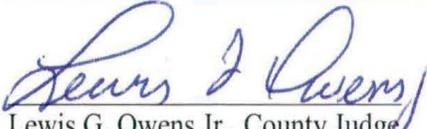
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45. Ana Markowski Smith, County Attorney, requesting Executive Session pursuant to Texas Government Code §551.071(1), consultation regarding contemplated litigation and possible action in open session thereafter.
46. Ana Markowski Smith, County Attorney, requesting Executive Session pursuant to Texas Government Code §551.071(2), consultation which is governed by the attorney/client privilege and possible action in open session thereafter.
47. Ana Markowski Smith, County Attorney, requesting Executive Session pursuant to Texas Government Code §551.072, consultation to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

Commissioners Court reserves the right to hear any of the above agenda items that qualify for an executive session in an executive session by publicly announcing the applicable section number of the Open Meetings Act (Chapter 551 of the Texas Government Code) that justifies executive session treatment.

48. Approve subdivision plats.
49. Approve Certificates of Compliance.
50. Approve monthly reports from elected officials.
51. Approve bills for payment.
52. Commissioners' comments.
53. County Judge's comments.
54. Adjourn.

Our next Regular Commissioners Court Meeting will be February 20, 2019 @ 9:00 a.m.; **Agenda Items are due Thursday, February 14, 2019 @ 12:00 noon.**


Lewis G. Owens Jr., County Judge
Val Verde County, Texas

**THIS NOTICE OF THE AGENDA WAS POSTED ON THE BULLETIN BOARD ON
FEBRUARY 1, 2019: AT 1:14 AM/PM**

FILED

2019 FEB - 1 P 1: 14
GENEROA GRACIA-RAMON
VAL VERDE COUNTY CLERK
BY MA DEPUTY

CERTIFICATION

I, the undersigned County Clerk, do hereby certify that the attached **AGENDA/NOTICE/ ADDENDUM** of the Val Verde County Commissioner's Court is a true and correct copy of the **AGENDA/NOTICE/ADDENDUM** received for filing by the County Clerk from the Val Verde County Judge on the 1st day of February, 2019 at 1:14 o'clock P. M. and recorded in the minutes of the Val Verde County Commissioner's Court.

SEAL



**Generosa Gracia-Ramon
Val Verde County Clerk**



**VAL VERDE COUNTY
JOB DESCRIPTION**

#9

DEPARTMENT: Health Dept.

LOCATION: County Courthouse – 400 Pecan

JOB TITLE: COUNTY PLANNER/HEALTH INSPECTOR

FLSA TYPE: Exempt

REPORTS TO: County Judge

Nonexempt

TYPE OF POSITION:

HOURS WORKED: 40 Hrs. /WEEKLY

- Full-time
 Part-time
 Temporary
 Intern

GENERAL DESCRIPTION:

Under the direct supervision of Commissioner Court, with general supervision of the County Judge, the County Planner is responsible for assisting in the development, monitoring and application of comprehensive planning policies; reviewing zoning, subdivision and site plan proposals; assisting in the preparation of neighborhood and district plans; and providing customer service to citizens, developers, community leaders, members of Boards and Commissions. The office of Environmental Services has broad oversight of several areas of responsibility, which entails inspecting certain public establishments with the County, ensuring their accordance with health laws. Inspectors aid in the betterment of the Community through consistent reinforcement of health mandates.

SPECIFIC RESPONSIBILITIES:

1. Oversees and manages the County Health Inspector's Department functions to include regulatory review and enforcement of regulations related to health and sanitation violations/noncompliance.
2. Prepares plans for Vector Control.
3. Serves as Flood Plains Administrator for the Flood Plain Manager, i.e. County Administrator.
4. Serves as the County Planner in the screening of plats for subdivisions. Inspects the Subdivision as required.
5. Serves as the County Designated Representative and enforces TCEQ rules for on-site systems. Approves the application for septic tank installations, inspects the installation, issues licenses and permits accordingly.
6. Serves as the County Code Enforcement Officer and applies all rules and regulations in regards to Vernons Health and Safety Code.
7. Receives applications for and inspects property prior to the issuance of Certificate of Compliance.
8. Serves as the coordinator for the County in all issues relating to health activities within the County, including but not limited to the County Health Officer and other medical authorities.
9. Region 8 Health Office, Texas Water Development Board, and the Texas Natural Resources and Conservation Commission.

10. Coordinates all activities and tasks assigned with the County Judge.
11. Responds to the Emergency Management Coordinator on an "on-call" basis. Attends training sessions, seminars, etc. as necessary to maintain proficiency in all elements of his inspection and compliance responsibilities.
12. Inspects regulated industries and residences, collects samples, and performs other inspections as required by regulation/legislation and as directed by the County Judge.
13. Responds to complaints and requests for assistance from the public and outside agencies within authorized limits.
14. Performs the administrative duties required, such as submitting appropriate forms, vouchers, and reports.
15. Enforces regulatory requirements by citing and submitting to the appropriate judicial level those citations for violations of those requirements regulated by the General Sanitation Program and other laws and regulations within the realm of the health and sanitation department. Prepares statements and other testimony as required by the County Attorney and Courts.
16. Assists the County Judge in the administration and management of the County Planning Office.
17. Provides technical assistance to the County Judge and other officials concerning the functions of the Health Inspector's Office.
18. Performs related work as required. (Position may not include all the duties listed, nor do the examples cover all the duties, which may be performed or supervised.)

WORK EXPERIENCE REQUIREMENT:

3-5 years' experience in related field. Must have excellent communication skills and must be able to build rapport with all levels of employees. Must be able to explain complex topics and present potential risks. Must be able to drive necessary changes within the County. Strategic thinking, creativity and project management skills are necessary to develop plans for changes. Adaptability is required to revise plans and systems when new factors take place. County Planner/Health Inspector must have the necessary integrity to enforce policies, decisions or actions, and to identify all potential-solutions, even when some are difficult or unpopular.

EDUCATION REQUIREMENTS:

Master's Degree in urban or regional planning, environmental planning, urban design, or geography. Business management preferred.

PHYSICAL REQUIREMENTS:

- Lifting:** Raising or lowering an object from one level to another (includes upward pulling) under 10-25 lbs. Sitting for long periods of time, on one's feet in an upright position at a workstation without moving about.
- Travel:** Possess a valid Texas Driver's License. Local travel to and from different job sites.
- Shift Work:** N/A
- Other:** The incumbent works in a typical office environment with infrequent exposure to unpleasant environmental conditions or hazards. Requires ability to visit other work locations, construction sites, walking on uneven terrain, etc. May be required to work in the evening.

JOB DESCRIPTION ACKNOWLEDGEMENT

I have received, reviewed and fully understand the job description for **COUNTY PLANNER/HEALTH INSPECTOR**. I further understand that I am responsible for the satisfactory execution of the essential functions described therein, under any and all conditions as described.

Employee Name _____

Date _____

Employee Signature _____

COPY

#10

**2019 Val Verde County Resolution
Indigent Defense Grant Program**

WHEREAS, under the provisions of the Texas Government Code Section 79.037 and Texas Administrative Code Chapter 173, counties are eligible to receive grants from the Texas Indigent Defense Commission to provide improvements in indigent defense services in the county; and

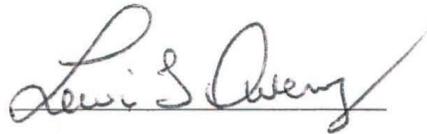
WHEREAS, this grant program will assist the county in the implementation and the improvement of the indigent criminal defense services in this county; and

WHEREAS, Val Verde County Commissioners Court has agreed that in the event of loss or misuse of the funds, Val Verde County Commissioners assures that the funds will be returned in full to the Texas Indigent Defense Commission.

NOW THEREFORE, BE IT RESOLVED and ordered that the County Judge of this county is designated as the Authorized Official to apply for, accept, decline, modify, or cancel the grant application for the Indigent Defense Formula Grant Program and all other necessary documents to accept said grant; and

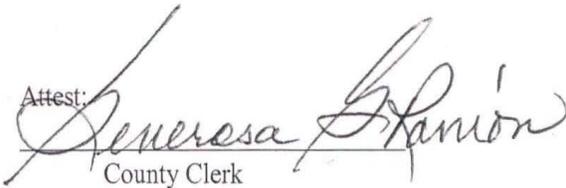
BE IT FURTHER RESOLVED that the County Auditor is designated as the Financial Officer for this grant.

Adopted this 6th day of February, 2019.



Lewis G. Owens
County Judge

Attest:



Genesora Stanion
County Clerk



RESOLUTION NO: _____

VAL VERDE COUNTY HOTEL OCCUPANCY TAX

WHEREAS, the Legislature of the State of Texas has enacted legislation granting Val Verde County, Texas the authority to impose a tax (herein referred to as the "hotel occupancy tax") on a person (including corporations, partnerships, and other legal entities) who under a lease, concession, permit, right of access, license, contract or agreement, pays for the use or possession or for the right to the use or possession of a room that is in a hotel, costs \$2.00 or more each day, and is ordinarily used for sleeping, pursuant to Section 352.002 of the Texas Tax Code. "Hotel" is defined in Section 156.001(1) of the Texas Tax Code and shall include, but is not limited to, a hotel, motel, inn, resort, bed & breakfast, guesthouse or dude ranch; and,

WHEREAS, Val Verde County is further authorized to set the levy of the hotel occupancy tax at any rate not to exceed 2% of the price paid for a room in a hotel inside the limits of a municipality, herein being the City of Del Rio, Texas; and,

WHEREAS, Val Verde County is further authorized to require the owners/managers of the hotels located within the city limits of the city of Del Rio, Texas that collect a local hotel occupancy tax, to report and pay the amount collected to the Val Verde Tax Assessor Collector on a quarterly basis; and,

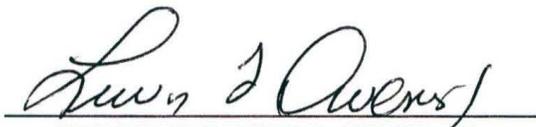
WHEREAS, it is the desire of the Val Verde County Commissioners Court to collect a local occupancy tax and to establish a rate for said tax provided by Texas Tax Code Section 352.002(a) (13), "a county that borders the United Mexican States and in which there is located national recreation area."

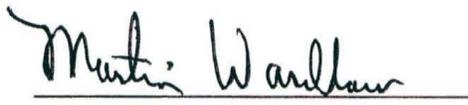
NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE COMMISSIONERS COURT OF VAL VERDE COUNTY, TEXAS, that the following provisions with regards to the Val Verde County hotel occupancy tax be adopted, on this the 6th day of February, 2019 and shall become effective on February 6, 2019.

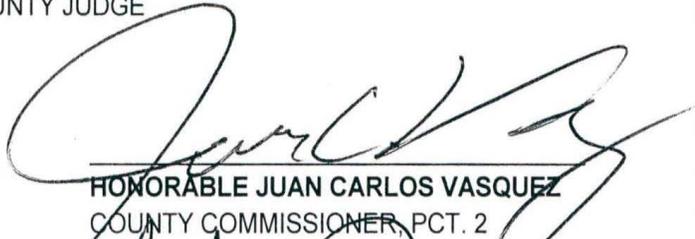
1. Val Verde County shall levy a hotel occupancy tax in the amount of two percent (2%) per room per night in the city limits of the City of Del Rio, Texas.
2. The Val Verde County Tax Assessor Collector is hereby granted the authority to collect the quarterly reports and monies from each hotel in Val Verde County with the exception as set out in section 1 above.
3. Owners/managers of hotels located in Val Verde County, Texas shall report and pay the amount collected to the Val Verde Tax Assessor Collector on a quarterly basis, with payment due no later than the last day of the month following the end of a quarter (*specifically first quarter taxes collected from January through March are due by April 30, second quarter taxes collected from April through June are due by July 31, third quarter taxes collected from July through September are due by October 31 and fourth quarter taxes collected from October through December are due by January 31*).
4. The Val Verde County Tax Assessor Collector shall provide a copy of this Resolution to every business in the county known to the Tax Assessor Collector which fits the definition of a "hotel" as hereinbefore defined and *which will be affected by this resolution*.

5. Pursuant to Section 352.004 of the Texas Tax Code, if the owner of a hotel fails to report when required or pay the tax when due as set out in section 3 above, the owner shall pay a penalty of five percent (5%) of the amount of the tax due. If the owner fails to file the report or pay the tax before the 31st day after the date that the report or tax payment was due, the owner shall pay an additional penalty of five percent (5%) of the amount of the tax due. Delinquent taxes and accrued penalties shall draw interest at the rate of ten percent (10%) a year beginning 60 days after the date on which the tax was due.
6. Enforcement of this Resolution will be pursuant to Section 352.004 of the Texas Tax Code and any other applicable law, statute or provision.

ADOPTED AND PASSED by the Val Verde County Commissioners Court on this 6th day of February, 2019.

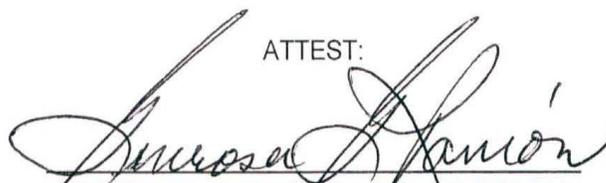

 HONORABLE LEWIS G. OWENS, JR.
 COUNTY JUDGE


 HONORABLE MARTIN WARDLAW
 COUNTY COMMISSIONER, PCT. 1


 HONORABLE JUAN CARLOS VASQUEZ
 COUNTY COMMISSIONER, PCT. 2


 HONORABLE ROBERT NETTLETON
 COUNTY COMMISSIONER, PCT. 3


 HONORABLE GUSTAVO FLORES
 COUNTY COMMISSIONER, PCT. 4

ATTEST:

 HONORABLE GENEROSA GRACIA-RAMON
 COUNTY CLERK





Texas Association of Counties

Phone: (800) 456-5974

Fax: (512) 477-1324

INVOICE

#16

232220/2330

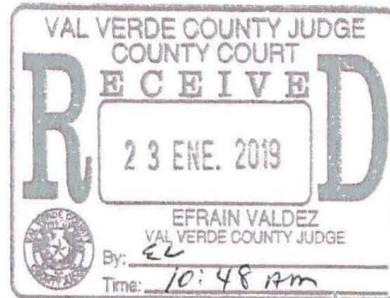
January 01, 2019

Invoice # 57803

To: Hon. Lewis G. Owens, Jr.
Judge
Val Verde County
400 Pecan St
Del Rio, TX 78840-5140

DESCRIPTION	AMOUNT
Annual County Membership Dues	1,360.00
Total Due	1,360.00

This invoice is for your county's membership to the Texas Association of Counties effective 1/1/19 thru 12/31/19. Your support is greatly appreciated and enables us to represent all Texas Counties.



PLEASE REMIT WITH PAYMENT

Make checks payable to TAC

232220/2330
Hon. Lewis G. Owens, Jr.
Val Verde County

Statement Date: 01/01/2019

Invoice # 57803

Amount Due: 1,360.00

Texas Association of Counties
Attn: Membership Services
P. O. Box 2711
San Antonio, TX 78299

013600010232220902856106VAL

January 16, 2019

Val Verde County
Honorable Lewis Owens
400 Pecan St
Del Rio, TX 78840-5140



Dear Judge Owens,

Payment of the enclosed invoice for your county's membership in the Texas Association of Counties (TAC) entitles your officials and staff to receive a wealth of services and resources, including:

- Toll-free TAC Helpline at 888-ASK-TAC4 or (888) 275-8224, anytime during business hours, for help with legal and other issues related to county operations;
- High-quality training and continuing education for county officials and staff;
- County official listservs that facilitate communication, collaboration and networking;
- Communications on county news, issues and best practices online and in *County* magazine;
- Regular legislative updates via *County Issues* e-newsletter and timely alerts during session;
- Website resources, including county-specific data, publications and legislative issue briefs;
- County government legal handbooks, updated and mailed to county officials every two years;
- Respected representation at both the state and federal levels of government;
- Access to cost-effective, comprehensive risk management services and health and benefits services targeted to the unique needs of counties;
- Toll-free Judicial Hotline at 844-CoJudge or (844) 265-8343;
- Access to cost-effective email and website hosting services;
- The association management services listed in Attachment 1, for all county official associations;
- A forum to identify and resolve county issues, particularly those that require cooperation among various elected officials; and
- The County Elections Database with timely access to county election results across the state.

The common thread in these services is that they are efforts to help you *make county government better* for the residents and taxpayers of Texas. Since its creation 50 years ago, TAC has worked to bring county officials together under one tent to seek collaborative answers to common problems. That effort supports the organization's overall purpose: To serve counties.

Your support enables us to represent all Texas counties. The attached invoice reflects your county's dues. Please note that the amount has not changed from last year.

If you have questions about TAC's services, do not hesitate to contact me at (800) 456-5974. If you have an invoice question, please call Courtney Gibb, TAC Accounting Department, at the same number.

Sincerely,

A handwritten signature in black ink that reads "Susan M. Redford".

Susan M. Redford
Executive Director

#20

Escondido Water Plant Re-Startup Expenses

Vendor	Amount
TTE LLC Contractor Water Plant Re-StartUp	\$ 1,000.00
5S Services Electrical Sub. Water Plant Re-StartUp	\$ 1,000.00
Patrick Williams Testing Back Flow Preventors 22@\$85.00	\$ 1,870.00
Back Flow Permit Fees 22@ \$25.00	\$ 550.00
Sampling of Water Tank (3) @ \$32.00/Ea.	\$ 96.00
Licensed Operator Fee for Sampling	\$ 200.00
Miscellaneous Expenses (Chlorine, Water Bottles etc.)	\$ 100.00
Total Expenses	\$ 4,816.00

#22



Request for Proposal
Classification and Compensation
Study and Analysis
RFP # _____

ROGELIO MUSQUIZ, JR.
PURCHASING AGENT

**Request for Proposal
Classification and Compensation Study and
Analysis
RFP # _____**

Introduction

The County of Val Verde, is requesting proposals for consulting services to conduct a Countywide Employee Classification and Compensation Study as described herein.

Background Information

Del Rio is a city in and the County seat of Val Verde County, Texas. It is 152 miles west of San Antonio. As of 2015, the city has had a population of 40,549. Del Rio is connected with Ciudad Acuña via the Lake Amistad Dam International Crossing and Del Rio - Ciudad Acuña International Bridge.

Val Verde County, is governed by a five-member Commissioners Court operating under the County form of government. Val Verde County departments include County Judge, Fire, Sheriff, Fairgrounds/Building Maintenance, Precinct 1, Precinct 2, Precinct 3, Precinct 4 Road and Bridge, Community Center, Risk Management, Human Resources, County Attorney, District Attorney, County Court At Law, District Clerk, County Clerk, Auditor, Treasurer, Purchasing, Tax Office/Driver's License, JP 1, JP2, JP 3, JP 4, Constables 1, 2, 3 and 4, and IT. Overall, the County has approximately 225 full-time employees and 21 part-time employees.

Val Verde County current does not have a Classification and Compensation plan. The County of Val Verde operates on a base pay for positions and has reviews of positions during budget process to include cost of living raises. Many of the positions have been evaluated and have been reviewed and updated when necessary. Some new positions have been created and have been incorporated into the job descriptions and other positions have been eliminated. Since then we have no actual pay plan in place, inequities and compression have developed, and the criteria and weighting of various factors of the system need to be updated.

Goals and Objectives

The purpose of the Classification and Compensation Study is to address changes in Val Verde County operations and staffing over the past decades, which may have affected the type, scope, and level of work being performed.

The County's objectives are to:

1. Attract and retain qualified employees;
2. Ensure positions performing similar work with essentially the same level of complexity, responsibility, and knowledge, skills, and abilities are classified together;
3. Provide salaries commensurate with assigned duties;
4. Clearly outline promotional opportunities and provide recognizable compensation growth;

5. Provide justifiable pay differential between individual classes; and
6. Maintain a competitive position with other comparable government entities and private employers within the same geographic areas.

All work will be done with regular involvement of the County Judge, Commissioners Court & Human Resource Department and Auditor. Elected Officials, Department Heads and other key personnel will be involved as necessary. Regular presentations and meetings with these individuals or groups, incorporating their input into the process, are expected. Presentation to the Commissioners Court upon completion of the project is also expected.

The study shall evaluate the present salary structure as compared to the specific job market for comparable positions in the public sectors. The consultant shall perform or provide the following:

A. Scope of Services

1. Provide for a comprehensive evaluation of every job within the County to determine relative worth within the organization for internal equity and for the establishment of pay ranges and step progressions within the ranges.
2. Review all current job classifications, confirm, and recommend changes to hierarchical order of jobs using your evaluation system.
3. Establish appropriate benchmarking standards and conduct salary surveys as needed for similar positions with comparable Texas Counties as required.
4. Identify potential pay compression issues and provide potential solutions.
5. Analyze and recommend changes to the present compensation structure to meet market analysis. This recommendation may include recommendations for individual positions as well.

B. Information Meetings

1. Consultant to schedule an initial meeting with Commissioners Court, County Judge, Human Resources and Auditor, to discuss the process and tasks to be performed in the study to include reasonable dedication of key personnel.
2. Consultant to meet with department heads to explain study and process to be used.
3. Consultant to provide frequent updates to Commissioners Court.

C. Classification Study

1. Consultant to review current classification grade methodology, and propose recommended strategies for the County.
2. Consultant to conduct interviews and/or job audits as appropriate. Interviews and/or job audits may be conducted individually or in groups based upon classification.
3. Consultant to update job descriptions to uniformly reflect the distinguishing characteristics, essential job functions, minimum qualifications (education/experience

and knowledge/skills/abilities), working conditions (physical demands, work environment, and travel requirements), and certification/licenses/registrations requirements for classification as needed.

4. Consultant to identify Officials & Administrators, Professionals, Technicians, Paraprofessionals, Administrative Support, Skilled Craft Workers, and Service employees, including fair Labor Standards Act (FLSA) status (exempt/non-exempt).
5. Consultant to present proposed recommendations to Commissioners Court for review prior to making any final classification determinations.
6. Consultant to finalize class specifications and recommend appropriate classification for each employee, including correction of identified discrepancies between existing and proposed classifications.
7. Consultant to identify career ladders/promotional opportunities as deemed appropriate.
8. Consultant to submit recommendations for appropriate implementation measures that the Human Resources staff will need to take.
9. Consultant to provide a straightforward, easily understood, maintenance system that Human Resources Department will use to keep the classification system current and equitable. The classification system should be provided in an electronic medium. Maintenance should include annual activities, as well as the process we would use in the review of the classification of individual jobs, as needed.
10. Consultant to conduct a comprehensive training program for Human Resources staff to ensure that the staff can explain and administer the new system in the future. The training program should be clearly spread out in the proposal.

D. Compensation Study

1. Consultant to review current compensation plan (salary grade levels and steps) and understand current challenges in recruiting and retaining employees.
2. Consultant to recommend and identify a consistent and competitive market position that the County can strive to maintain.
3. Consultant to recommend comparable labor markets, including both private and public sector employers for compensation survey.
4. Consultant to develop and conduct a comprehensive compensation and benefits survey.
5. Consultant to recommend appropriate salary range for each position based on the classification plan, the compensation survey results, and the internal relationships and equality. Prepare a new salary structure based on the results of the survey and best practices.
6. Consultant to develop guidelines to assist County staff with determining the starting pay for new employees based on knowledge and experience above the minimum requirements of the position, how difficult the position is to fill, and market competitiveness.

7. Consultant to recommend implementation strategies including calculating the cost of implementing the plan.
8. Consultant to identify any extreme current individual or group compensation inequities and to provide a recommended corrective action plan and process to remedy these situations.
9. Consultant to make recommendations and to provide implementation strategies related to other key compensation practices, based on market demands, including pay for performance, skill pay, special assignment pay, certification pay, bilingual pay, promotional pay, and acting assignment pay.
10. Consultant to provide system documentation and computer formats/software to administer compensation plan.
11. Consultant to provide recommendations for the ongoing internal administration and maintenance of the proposed compensation plan. Maintenance should include annual activities such as market survey.
12. Consultant to conduct a compression analysis to include any recommendations for implementation.
11. Consultant to conduct a comprehensive training program for Human Resources staff to ensure that the staff can explain and administer the new system in the future. The training program should be clearly spelled out in the proposal.

County Resources

Val Verde County will provide copies of all pay ranges, job classifications, and any other available in-house information requested by the selected consultant that may be required to complete the study.

Proposal Format and Requirements

The offeror shall submit one original (conspicuously marked "ORIGINAL"), five complete copies, and one CD or memory stick of their written proposal that presents their qualifications and understanding of the work to be performed. Include all information requested, organized in tabbed sections clearly identified in a table of contents as described in the paragraphs that follow. Any other information thought to be relevant, but not applicable to the enumerated categories, may be provided as a separate appendix to the proposal. The following information/documents shall be included in the proposal package to be considered **responsive** to the Request for Proposals:

A. Agents and Address

Identify who will be the project manager and key staff assigned if awarded. Provide resumes summarizing the qualifications and experience of the individuals who will be conducting the study. Include specific information on the staff's experience with public sector compensation including public safety. Describe successful outcomes List the address, e-mail address, and telephone number of the office from which the services are to be provided. Promotional literature and other public relations documents should NOT be included.

B. Statement of Methods and Procedures

Provide a statement describing the scope of work as you understand it. Describe the approach, means, methods, and procedures to be used to gather the data, analyze findings, and develop recommendations as requested. Provide a sample of reports and/or other correspondence.

C. Management Synopsis

Provide a synopsis prepared for Commissioners Court review, covering the significant features of the proposal including overall costs and term of work.

D. Structure and Content of Work Product

Provide a detailed breakdown and description of the specific steps, services, and study products that will be provided. Describe how the final product will be structured and presented upon completion. Include any computer/software compatibility information. Firms may elect to include in the section any innovative methods or concepts that might be beneficial to Val Verde County as long as the minimum requirements set out in this RFP are met.

E. Work Schedule

Provide a timeline indicating tasks required and the start and completion dates for each. It is expected that the work will commence as soon as possible after the contract is awarded.

F. References

Include the name, address, telephone number, and e-mail address for contact persons at five (5) other public entities for which comparable services have recently been rendered.

G. Cost of Services

Provide a total cost estimate, including travel expenses, and "not to exceed" amount for the work described in scope of work; a rate schedule for computing any extra work not specified in the contracted scope of work; and an amount to be deducted from total cost estimate because Offeror is conducting (or has conducted in the past six (6) months) salary surveys of comparable jurisdictions, the data from which can be shared rather than independently gathered.

H. Final Product

Provide a statement that the proposer agrees to:

- a. Deliver at least one (1) original, five (5) copies, and a flash drive of the final report to the Commissioners Court.
- b. Provide the final report, tables, schedules, job descriptions, charts, spreadsheets, salary surveys, and other materials necessary for the implementation and maintenance of the compensation/classification system in an electronic medium (flash drive); and
- c. Appear at a scheduled Commissioners Court meeting to discuss the recommendations and final report.

I. Additional Services (Optional)

Provide any other related and recommended products or service not specified in the RFP which may be considered essential or benefitted by the firm. These services should be priced separately from "G" above and shown here.

J. Other

The complete (all pages) Request for Proposal documents with any addenda acknowledgements filled out, initialed, and signed as required. The person that signed the RFP shall have the authority to negotiate the full scope of services on behalf of the organization and shall be authorized to bind the contract to the terms and conditions of this RFP.

The classification and compensation system to be recommended as responses to this RFP must adhere to the following basic elements and characteristics: (a) the system must meet all legal requirements, (b) be totally nondiscriminatory and provide for compliance with all pertinent federal, state, and local requirements (e.g., ADA, FLSA, EEO, etc.).

1. The system must be easy for management to administer, maintain, and defend.
2. The system must easily accommodate organizational changes and growth.
3. The system should be based on sound compensation principles in which internal and external equity are considered within the pay structure, as well as, the concepts of equal pay for equal work, equal pay for similar work, and equal pay for comparable work.
4. The system should provide for new positions to be incorporated into the compensation plan, as well as, regular adjustments to maintain the plan's competitiveness.
5. The system should be compatible with current Val Verde County payroll programs/software.
6. Val Verde County requests that all information submitted by the successful consulting firm be in Microsoft Word format on CD, flash drive, and in hard copy. Val Verde County further requests the complete use of the material developed for the ability to update or change it as needed. All work provided by the consultant under contract with Val Verde County shall belong exclusively to the County.

Cost Proposal

This request for information does not, under any circumstance, commit Val Verde County to pay any costs incurred by any proposer in the submission of qualifications. The proposer is responsible for all costs associated with response to this request.

General Information

Val Verde County's website is www.valverdecounty.texas.gov. Val Verde County's current budget can be found on the County's website.

Questions

Questions pertaining to this document should be submitted via e-mail with “Questions about Salary Survey” in the subject line, at least two days prior to the due date to rmusquiz@valverdecountry.texas.gov.

Addenda

It is the proposer’s responsibility to check the website for any addenda. Go to www.valverdecountry.texas.gov and select “Purchasing” in the drop down box.

Criteria and Selection

After Val Verde County staff has reviewed the proposals, final selection will be determined. The successful contractor will be required to enter into an agreement for professional services with the County of Val Verde.

Proposals will be evaluated using the following criteria:

- Quality and thoughtfulness of the proposal. 20%
- Related experience of the firm and key staff with similar studies. 20%
- References, credentials and/or recommendations from past clients. 15%
- Costs associated with developing, preparing, and presenting the study. 25%
- Ability of the firm and the firm’s subcontractors to provide the services requested as well as financial stability and availability. 20%

Submittals

All proposals must be delivered to Val Verde County no later than _____ p.m. local time on _____, 2019. Proposals must be delivered to the Val Verde County Purchasing Office, Attn: Mr. Rogelio Musquiz, Purchasing Agent, 400 Pecan, Del Rio, Texas 78840 or by mail to Val Verde County Purchasing Office, Attn: Rogelio Musquiz, Purchasing Agent, 400 Pecan, Del Rio, Texas 78840. Proposers will be responsible for delivery of their proposals to Val Verde County before the deadline. Any proposal received after the deadline will not be considered.

Val Verde County reserves the right to reject any or all proposals at any time with no penalty and to waive immaterial defects and minor irregularities in proposals.

The evaluation of proposals will be done by Val Verde County Judge, Human Resources and Auditor who will then forward a recommendation to the Val Verde County Commissioners Court for consideration. Fee proposals, which are to be submitted with the qualification proposal will also be taken into consideration.

The duration of this consultant agreement has not been determined.

Val Verde County does not discriminate on the basis of race, creed, color, ethnicity, national origin, sex, age or marital status.

AFFIDAVITS – *Signed form to be returned with proposal*

NON COLLUSION AFFIDAVIT

1. Vendor fully understands the preparation and contents of the attached offer and of all pertinent circumstances respecting such offer;
2. Such offer is genuine and is not a collusive or sham offer;
3. Neither the said vendor nor any of its officers, partners, owners, agents, representatives, employees or parties interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other responder, firm, or person to submit a collusive or sham offer in connection with the contract or agreement for which the attached offer has been submitted or to refrain from making an offer in connection with such contract or agreement, or collusion or communication or conference with any other firm, or, to fix any overhead, profit, or cost element of the offer price or the offer price of any other firm, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against Val Verde County or any person interested in the proposed contract or agreement; and
4. The price or prices quoted in the attached offer are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the firm or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

AFFIDAVIT OF ELIGIBILITY

1. The vendor is not ineligible for employment on public contracts as a result of a conviction or guilty plea or a plea of nolo contendere to violations of the Texas Fair Enterprise & Antitrust Act, mail fraud or state criminal violations with a contract let by the State of Texas or any political subdivision of the State of Texas.
2. No Val Verde County Commissioner or officer of Val Verde County or other person whose duty it is to vote for, let out, overlook or in any manner superintend any of the work for Val Verde County has a direct interest in the responder.

CONFLICTS OF INTEREST CERTIFICATION

No employee, officer or agent shall participate in the selection, or in the award or administration of a contract if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when:

- The employee, officer or agent,
- Any member of immediate family
- An organization which employs, or is about to employ, any of the above, has a financial or other interest in the firm selected for award.

Officers, employees or agents will neither solicit nor accept gratuities, favors or anything of monetary value from vendors, potential vendors, or parties to sub-agreements. By submission of this form, the vendor is certifying that no conflicts of interest exist.

The undersigned hereby acknowledges receipt of the above applicable laws and verifies that the bid submitted in response to this solicitation is in full compliance with the listed requirements.

Signature

Printed Name

Title

NOTARY:
Subscribed and sworn to before me this date: _____

BY: _____
Notary Public

My Commission Expires On: _____

DRAFT

#23

MAINTENANCE AGREEMENT

Lone Star Copiers, Inc.

Customer Legal Name (Bill) Val Verde County Treasure
 Overflow (if needed) _____
 Street Address 901 Bedell Avenue, Suite F
 Box#/Routing _____
 City, State Del Rio Tx
 Zip Code 78840
 Tax ID# _____
 Customer Name (Install) Same as above
 Name Overflow (if needed) _____
 Installed at Street Address _____
 Floor/Room/Routing _____
 City, State _____
 Zip Code _____
 County Installed In _____
 Customer Requested Install Date _____

Check all that apply
 Tax Exempt (Certificate Attached)
 Assoc./Coop. Name: _____
 Attached Customer P.O. #s: _____ Supplies: _____
Maintenance Information
 Term: 12 months
 Supplies included in Base/Print Charges

Parts & Labor Only- Toner required a P.O #

Equipment Information

Product (with serial number, if in place equipment) meter reads		Prev Install	New Install
Kyocera TA 255 s/n SNN681Y04886	\$	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	\$	<input type="checkbox"/>	<input type="checkbox"/>
	\$	<input type="checkbox"/>	<input type="checkbox"/>
	\$	<input type="checkbox"/>	<input type="checkbox"/>
	\$	<input type="checkbox"/>	<input type="checkbox"/>

Price Information Adjustment Period

Period A - Mos. Affected: -		Period B - Mos. Affected: -	
Yearly Base Charge	\$ 300.00	Monthly Base Charge	\$
Print Charge Meter 1:		Print Charge Meter 1:	
Prints 0-2,500	\$ 0	Prints 1 -	\$
Prints 2,501 +	\$ 0	Prints -	\$
Prints Color- Per print	\$	Prints -	\$
Print Charge Meter 2:		Print Charge Meter 2:	
Prints 1 -	\$	Prints 1 -	\$
Prints -	\$	Prints -	\$

Mo. Min.# of Prints (based on Meter 1 Print Charges): _____
 Mo. Min.# of Prints (based on Meter 1 Print Charges): _____
 Mo. Min.# of Prints (based on Meter 1 Print Charges): _____

Supplies Delivered

Reorder #	Qty	Description	Price
			\$
			\$
			\$
			\$
			\$
Total Price =			\$

Application Software

Software Title	Initial License Fee	Annual Renewal Fee
	<input type="checkbox"/> Cash <input type="checkbox"/> Finance	<input type="checkbox"/> Support Only
	\$	\$
	\$	\$
	\$	\$
Total Initial License Fees =	\$	

Agreement Presented By: LONE STAR COPIERS
 Name: Matthew Stavley Phone 830-774-1004
 Title: President Date: 01-22-2019

Customer:
 Name: _____ Phone: _____
 Title: _____ Date: _____

Signature _____

Signature: _____

LSC, INC. Form# 20001 2-1-2000

#23

Lone Star Copiers, Inc.
1903 Veterans Blvd. Suite A&B
Del Rio, TX 78840
(830) 774-1004 Fax (830)
775-0920

Invoice

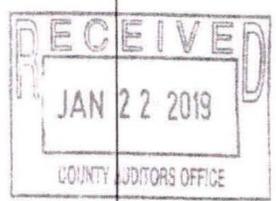
DATE	INVOICE #
1/22/2019	130891

BILL TO
Val Verde Co. of Treasure 901 Bedell Avenue, Suite A Del Rio, Texas 78840

SERVICE LOCATION
Val Verde Co. of Treasure 525 S. Main Street, Suite 607 Del Rio, TX 78840

P.O. NO.	TERMS	DUE DATE	EQUIPMENT	SERIAL NUMBER
	Net 5	1/27/2019	TA 255	SNN681Y04886

ITEM	QUANTITY	DESCRIPTION	RATE	AMOUNT
Maintenance	1	Yearly Maintenance 2019 February-2020 February B&W 01-30-18==38,983 01-22-19==49,831 Prints used==10,848 Annual maintenance - includes all mileage,parts, and repairs	300.00	300.00



Thank you for your business. God Bless!	Subtotal	\$300.00
	Sales Tax (8.25%)	\$0.00
	Total	\$300.00
	Payments/Credits	\$0.00
	Balance Due	\$300.00

10% fee charged to all past due balances.

#25



A quote for your consideration!

Total: \$984.67

Based on your business needs, we put the following quote together to help with your purchase decision. Please review your quote details below, then contact your sales rep when you're ready to place your order.

Quote number:	Quote date:	Quote expiration:
3000033114027.1	Jan. 31, 2019	Mar. 2, 2019

Company name:	Customer number:	Phone:
VAL VERDE COUNTY	530013849794	(830) 774-7584

Sales rep information:	Billing Information:
Gabriel Whitman	VAL VERDE COUNTY
G_Whitman@Dell.com	901 N BEDELL AVE STE A
(800) 456-3355	DEL RIO
Ext: 80000	TX 78840-4170
	US
	(830) 774-7584

Pricing Summary

Item	Qty	Unit Price	Subtotal
Inspiron 15 5000	1	\$940.99	\$940.99
Dell Professional Sleeve 15	1	\$24.69	\$24.69
Dell Wireless Optical Mouse - WM326	1	\$18.99	\$18.99
			Subtotal: \$984.67
			Shipping: \$0.00
			Environmental Fees: \$0.00
			Non-Taxable Amount: \$984.67
			Taxable Amount: \$0.00
			Estimated Tax: \$0.00
			Total: \$984.67

Dell Preferred Account as low as 30 / month[^]
[^]See last page for financing details

#28

 CQB SOUTH		CQB SOUTH 915 Timber Trail Cedar Park, TX 78613	QUOTATION Quote #: 8222 Date: 01/10/2019			
To:		Special Instructions:				
Name	STEVE BERG	REQUIRED DOCUMENTS:				
Department	VAL VERDE CONSTABLE'S OFFICE					
Address						
City						
State						
Zip						
Phone						
E-Mail						
Salesperson	PO#	Shipping Method	Shipping Terms	Delivery Date	Payment Terms	GSA #
Kelly Suttan		BEST WAY	GRD	TBD	Net 30	
Qty	Item #	Description			Unit Price	Item Total
1	GH-APB	GH ARMOR APB OVERT CARRIER - COYOTE			\$ 249.95	\$249.95
1	GH-LX02-III-A-M-1	GH ARMOR LITEX LEVEL IIIA CONCEALABLE BALLISTIC VEST w/ 1 LOW PROFILE CARRIER - COYOTE			\$ 580.00	\$580.00
1	GH-APKT-DPM	DOUBLE PISTOL MAG			\$ 19.95	\$19.95
1	GH-APKT-RADIO	RADIO POUCH			\$ 29.00	\$29.00
1	GH-APKT-CUFF	SINGLE HANDCUFF POUCH			\$ 17.50	\$17.50
FREE SHIPPING						
Thank you for the opportunity to earn your business!					Subtotal \$	896.40
					Shipping	
					Sales Tax	
					Total \$	896.40

Kelly Suttan
 Cell: (512) 423-1628
 Email: kelly@cqbsouth.com
 website: www.cqbsouth.com

#30

AT&T Tracking Number: DMND0004894
WO Number: DMND0004894

Vendor: AT&T
Customer: Val Verde County
WO Number: SOS_DMND4894_RFS_MSS-RC_Val Verde County Elections Security Assessment
Request Title: Election Security Assessment
Request Number: DMND0004894
AT&T Tracking Number: DMND0004894
Date of Submission: February 1, 2019

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AT&T Tracking Number: DMND0004894
WO Number: DMND0004894

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AT&T Tracking Number: DMND0004894
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1. Scope

The scope of the service being offered is detailed in the table below:

Service	Scope
Election Security Assessment (ESA)	Thorough review of Elections Processes, Procedures, Technology and Staff to provide concerns and recommendations to improve the security of the elections process for a Customer (County). The ESA includes a site visit by one or more cybersecurity professionals to perform a holistic compliance, vulnerability and security assessment of the entire elections process.

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2. Service Descriptions

Election Security Assessment

The Election Security Assessment (ESA) provides a thorough assessment of the policies, process, technology and staff involved in the elections process at the County level. This assessment will provide an onsite assessment team to carefully review all practices of the Election team and provide analysis on areas of risk, as well as recommendations for specific improvements that should be made to improve the security and perception of security within the County. The ESA is performed by trained cybersecurity experts and is assessed versus the NIST Cyber Security Framework (CSF).

The following deliverables are provided as the output of the ESA Process to the County.

- Election Security Assessment (ESA) Scorecard
- Election Security Assessment (ESA) Report

The ESA Scorecard provides the County with a scorecard of the current high-level security concerns and recommendations. Results will be presented visually and in language that does not require specific cybersecurity experience and knowledge. The ESA Report provides technical detail to support the findings presented in the Scorecard and to provide a detailed set of recommendations that can be provided to an IT or security provider to improve the overall security of the County. The ESA Report also includes a detailed risk assessment and review of cybersecurity control maturity.

The service is offered jointly by AT&T and its Election Security Assessment partner, CyberDefenses. Throughout this document, references to AT&T refer to the joint partnership between AT&T and CyberDefenses.

The ESA is targeted specifically for Counties that provide Elections to their local communities. Throughout this document, the term County and Customer are used interchangeably and refer to the Elections department within a County that would be assessed as a part of an ESA service.

Through acceptance of this document, the Customer acknowledges that a security assessment will be performed on County resources. While reasonable steps will be taken to minimize impact on the provided resources, it is possible that normal operation of technology may be impacted by through these activities. Throughout the assessment process, the ESA team will work closely with Customer staff to monitor and detect if assessment activities are affecting the normal, and take steps to help resolve any concerns. Whenever possible, such impacts will be minimized and/or coordinated with Customer staff.

3. Customer Responsibilities

The Customer agrees to provide timely access to all personnel, resources, and requested information that is deemed necessary to fulfill its commitments stated herein. AT&T will make reasonable efforts to provide lead-time to the Customer.

The Customer also specifically agrees to:

- Provide Executive sponsorship within the County. This sponsorship will include notifying appropriate internal and external organizations of this engagement and requesting their full cooperation.
- Assign a Single Point of Contact (SPOC) to represent the County's election effort. The SPOC will have decision-making authority for most matters that may arise.
- Make the SPOC available to meet with AT&T for regular status meetings.
- Ensure that the individuals responsible for the managing Elections within the County are prepared to constructively engage with the assessment.
- If the County manages Voter Registration independently from the Elections, the County must ensure the leadership that manages Voter Registration is prepared to constructively engage in the ESA process.
- Provide support from IT professionals that manage the systems and networks related to elections.
- SPOC, and representation from Elections, Voter Registration and IT Support will participate in the ESA Kickoff meeting.
- Schedule and support a site visit, where cybersecurity experts will interview the team and access all related Elections systems.

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- During the site visit, the County will provide access to the Election organization's facilities, including storage and preparation facilities for any devices involved in the voting process.
- County will interface with vendors of software or hardware that are currently used by the Elections organization to encourage them to provide risk information to AT&T, if necessary.
- Provide input to and acceptance of service timelines and deliverables.
- Provide timely access to staff and personnel to answer questions.
- Inform AT&T of any developments in other projects that might impact this engagement.
- Provide AT&T with the necessary physical and/or system access complete job functions.
- Provide IP Addresses and/or web addresses (URLs) for devices and external applications/websites that will be assessed for vulnerabilities.
- Provide scheduled windows in which external election website & application may be scanned for vulnerabilities.
- Obtain authorization from any hosting, cloud or other third-party provider prior to AT&T testing any devices or services under their control.
- Include in Customer's emergency contact list staff capable of administering the Customer's computer systems and who are on 24-hour notification during the delivery of the Service.
- Customer IT will place AT&T's IP address ranges in the Customer's non-shun list (whitelist) within Customer's firewall or IDS/IPS prior to starting the vulnerability assessment.

If the Customer fails to perform any of the responsibilities set forth herein, the parties agree to resolve the situation via a mutually agreeable change order process. The receiving Party shall issue a written response within five (5) working days of the receipt of the request, indicating whether the receiving Party accepts or rejects the change(s). Notwithstanding the foregoing, neither of the parties is bound to use the Change Order Process in the event of a material breach by the other party.

4. Assumptions

The assumptions and dependencies below were used by AT&T to scope this engagement based on information provided to it by the Customer. If any of these items prove to be invalid, the parties agree to resolve the situation via the Change Order Process. Notwithstanding the foregoing, neither of the parties is bound to use the Change Order Process in the event of a material breach by the other party.

- The Customer will be responsible for ensuring that all necessary personnel are available to AT&T in a timely manner and ensure cooperation of vendors and partners as needed.
- The Customer will identify and provide stakeholders responsible for providing information and interfacing with the AT&T team.
- The Customer will need to confirm the availability of any key team members during service initiation.
- The Customer will provide AT&T with all relevant documentation and information relevant to efforts for services.
- AT&T assumes that there will not be any special conditions or restrictions that would affect a productive workday.
- The Customer's personnel will be cooperative and forthcoming with information.
- The Customer's other vendors and their personnel will be cooperative and forthcoming with information.
- All items listed in the Customer Responsibilities section of the SPP are met, delivered, or provided (as appropriate) in a timely manner.
- Documentation from AT&T will be furnished using MS Office products (Word, Excel, PowerPoint, Project, Visio) as appropriate.
- All devices that needed to be assessed (described within this document) will be provided by the customer.

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5. Services Out of Scope

The following activities are out of scope for this effort but can be provided using the AT&T change control process. AT&T will not provide as part of this effort:

- Remediation for security incidents
- Onsite support for helpdesk and other IT Infrastructure related support
- Forensic analysis for security incidents
- Monitoring for network related services
- Infrastructure management and support beyond those items identified *Section 1. Scope*.
- Project management or vendor management, other than AT&T vendors and personnel, outside the scope of services

Out of scope services can be added at any time using a Change Order.

6. Use of Personal Systems

If the County currently allows the use of personal systems in the elections process, then it will also be required that those system will be considered in the ESA Process. If the personal system is determined to house sensitive information surrounding the election or to be a critical element of the elections process, the Assessor may request to evaluate and/or scan that system.

In order for that system to be evaluated, the owner of that system will be required to first sign a release, which will provide a legal structure in which the device may be reviewed. If the owner is unable to consent to the review of the device and provide appropriate access credentials, then the risk of the unmanaged and unsecured device will be included in the ESA deliverables.

7. Communications Plan

Reports

Reports will be delivered via a customer portal

Ad Hoc Communications

The SPOCs will define the situations where AT&T personnel will be able to contact Customer personnel without the need to document these conversations.

8. Escalation Process

Both parties agree to use the following escalation process when a situation arises that either party feels could jeopardize the overall success of the engagement. Either party may initiate the escalation process, by contacting the named individual at the top of the table. If the initiating party feels that the situation hasn't been adequately resolved; isn't being resolved quickly enough; or is of sufficient magnitude to cause significant damage to the overall relationship, they may proceed along the escalation path, as they deem appropriate. Initiation of this process is restricted to the individuals that are named in the escalation path for their party.

AT&T Escalation Path

Title	Name	Phone Number
Program Solutions Manager	Daniel Weiske	(720)481-7918
Project Manager	Doreen Manley	(469) 999-6911
Account Manager	Ray Via	(571) 292-6499
Regional Services Manager	Mia Stovall Grove	(512) 750-7211

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