

Elton N. Dean, Sr.
CHAIRMAN

Ronda M. Walker
VICE CHAIRMAN

Daniel Harris, Jr.
Isaiah Sankey
Doug Singleton



Donald L. Mims, CPA, MPA
ADMINISTRATOR

Florence M. Cauthen
DEPUTY ADMINISTRATOR

AGENDA

SEP 16 2019

September 12, 2019

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Proposed Commission Meeting Schedule for 2020

During the September 3, 2019 meeting, the Commission discussed three proposed Commission Meeting Schedules for 2020. The Commission agreed to place on the next agenda a meeting schedule for January – March 2020, with meeting dates on the second and fourth Tuesday of each month, with the Information Session to begin at 3:30 p.m. and the Formal Session to begin at 5:00 p.m. It was also agreed to include an On the Road meeting on February 11, 2020.

DLM/tn

Attachment

A COUNTY OLDER THAN THE STATE

6-1

2020 Montgomery County Commission Meetings

Second and Fourth Tuesday

Information Sessions begin at 3:30 p.m.

Formal Sessions begin at 5:00 p.m.

Meetings are held at the Montgomery County Administration Building, Annex III, located at 101 S. Lawrence Street.



Commission Meeting							On the Road Meeting							County Holiday							
January							February							March							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	
			1	2	3	4							1	1	2	3	4	5	6	7	
5	6	7	8	9	10	11	2	3	4	5	6	7	8	8	9	10	11	12	13	14	
12	13	14	15	16	17	18	9	10	11	12	13	14	15	15	16	17	18	19	20	21	
19	20	21	22	23	24	25	16	17	18	19	20	21	22	22	23	24	25	26	27	28	
26	27	28	29	30	31		23	24	25	26	27	28	29	29	30	31					
April							May							June							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	
			1	2	3	4						1	2			1	2	3	4	5	6
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27	
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30					
							31														
July							August							September							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	
			1	2	3	4							1			1	2	3	4	5	
5	6	7	8	9	10	11	2	3	4	5	6	7	8	6	7	8	9	10	11	12	
12	13	14	15	16	17	18	9	10	11	12	13	14	15	13	14	15	16	17	18	19	
19	20	21	22	23	24	25	16	17	18	19	20	21	22	20	21	22	23	24	25	26	
26	27	28	29	30	31		23	24	25	26	27	28	29	27	28	29	30				
							30	31													
October							November							December							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	
				1	2	3	1	2	3	4	5	6	7			1	2	3	4	5	
4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12	
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19	
18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26	
25	26	27	28	29	30	31	29	30						27	28	29	30	31			

Personnel Board meets the second and fourth Tuesday of each month at 5:00 p.m.

6-2

Memo

To: Mr. Donnie Mims
From: Ray Williams, Chief Probation Officer
Date: August 28, 2019
Re: DYS Grant Agreement

I am requesting that the attached DYS grant agreement for FY 2019-2020 be placed on the County Commission agenda.

Thank you for your consideration in this matter.

ALABAMA DEPARTMENT OF YOUTH SERVICES
AGENCY GRANT AGREEMENT

Fiscal Year 2019 – 2020

The Alabama Department of Youth Services hereby awards to

Montgomery County Commission
(Fiscal Agent, hereinafter called Recipient)

the amount of Three hundred fifty-two thousand and no/100 dollars (\$352,000.00).

These funds shall be used for non-residential diversion services for *Montgomery County* youth who would otherwise be committed to the Alabama Department of Youth Services (DYS). Based on youth needs, the *Montgomery County Juvenile Court (MCJC)* will develop or collaborate in the development of a diversion program, which may include the identification and selection of community providers. As a result of the interventions funded by these monies and based on the estimates provided in the grant application, the parties expect that this program will provide diversion services to 50 youth annually with an ongoing capacity of 34 youth at any given time. Thereby aiding in a reduction of county commitments to DYS (including CLIMB, formerly known as HIT), barring a significant increase in serious juvenile crime (i.e. violent felonies, felony sex offenses). To assist juvenile courts in the provision of services for children in need of supervision (CHINS), DYS will permit the program to provide diversion services to no more than 10% of youth with CHINS offenses.

These funds shall be utilized for the following purpose/activities:

The Montgomery County Davis Transitions Program offers highly individualized services to adolescents experiencing behavioral and legal issues. Services include needs assessments, treatment plans, family needs assessment, clinical group and individual therapy, in-home services, parenting education, transportation and supervision for community service projects, and family counseling and anger management therapy and follow-up care. These services are provided as an alternative to DYS commitment for youth within the Montgomery County community. Montgomery Co Juvenile Court and the Montgomery Co Commission ~~shall~~ contract with The Bridge, Inc. to administer these services.

The program that receives funding from this grant will:

- Serve youth who would have historically been committed to the Alabama Department of Youth Services (CLIMB or regular DYS) in the absence of the funded program. Specifically, this includes youth with the following characteristics:
 - Males / Females between the ages of 12 – 18
 - Delinquent youth with a medium to high risk of re-arrest, as determined by the risk assessment instrument available on the DYS website
- Be developed by or in collaboration with the *Montgomery County Juvenile Court (MCJC)*.
- Conduct regular self-evaluations of program effectiveness, including evaluations that track outcomes for children served by the program.
- Maintain data on program participants as required in the DYS Grantee Information Management System database (GIMS) on a monthly basis.
- Produce an annual report for the October - September fiscal year by utilizing the form available on the DYS website. Each such completed annual report shall be made available to the Alabama Department of Youth

Services by November 30. Decisions about renewing grants may be made based on the courts' ability to show through these reports that the funds have been effective in diverting youth from commitment to DYS or CLIMB.

To ensure fiscally responsible management of state funds, quarterly evaluative criteria are integral to the diversion grant funding process. These criteria include, at a minimum, program adherence to youth capacity, annual numbers, average length of stay, and successful completion rates. At any given time within a quarter, program population numbers will be reviewed. If at the time of review the total number of youths reported in the GIMS is below 50% of the maximum capacity, an initial warning will be provided. If a subsequent review during the following quarter indicates that the program population remains below 50% maximum capacity, the program may receive a 25% reduction in funding for the following quarter(s). Program and/or designated court representatives will be given an opportunity to explain the low population numbers. However, final reduction determinations will be made by DYS administration. Funding may be incrementally restored to the FY19 level in the event the program capacity returns to 50. This will be considered for approval by DYS during the course of this grant cycle.

Both the *MCJC* and DYS acknowledge that this Award may be terminated at will by the *MCJC* or DYS for any reason. Any funds remaining from the award shall be returned to DYS upon the termination of said award.

The grant award contained herein is payable in installments, subject to the availability of funds and adjustments by the Alabama Department of Youth Services, as it deems necessary or advisable. All parties agree that prior year funds may be available to fund this program and have and/or will be applied to the total grant award. Any unexpended grant fund amounts shall be reported to DYS no later than November 1st. Nothing contained herein shall be deemed to be a debt of the State of Alabama in the contravention of the laws and constitution of the State of Alabama.

By signing this agreement, the contracting parties, including sub-contractors, agree that representatives of the Department of Youth Services will conduct site visits (both announced and unannounced), and that all records pertaining to the program, including financial records will be made available for review.

The Recipient or its designee shall administer the services for which this grant is awarded, in accordance with the grant application, and applicable rules, regulations and conditions as set forth by the Department. This agreement is for a one-year period and may be extended for an additional year. Nothing contained herein shall be deemed to be a debt of the State of Alabama in the contravention of the laws and constitution of the State of Alabama.

By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

ALABAMA DEPARTMENT OF YOUTH SERVICES

BY: _____

Steven P. Lafreniere
Executive Director

BY: _____

Legal Review
Approved as to form only

ACCEPTANCE OF AWARD

Recipient hereby signifies its acceptance of the grant award and the terms and conditions set forth, this the _____ day of _____, 2019.

BY: _____

Montgomery County Commission



DERRICK CUNNINGHAM
SHERIFF OF MONTGOMERY COUNTY

Kevin J. Murphy
CHIEF DEPUTY

AGENDA

SEP 16 2019

MEMORANDUM

TO: Mr. Elton Dean, Sr. Chairman,
Montgomery County Commission

FROM: Regina Walker, Grant Manager, *R.W.*
Montgomery County Sheriff's Office

Subject: 2019-2020 ADECA Traffic Safety Grant
Community Traffic Safety Program (CTSP) Grant Participation

Date: September 6, 2019

The 2019-2020 ADECA Traffic Safety Program Grant is open. We are requesting this item be placed on the agenda for the September 16, 2019 meeting of the County Commission.

RW/dc

Enclosure: 2019-20 Agreement for CTSP Grant Participation

SHERIFF'S OFFICE
POST OFFICE BOX 4219
MONTGOMERY, ALABAMA 36103-4219
OFFICE 334.832.4980
FAX 334.832.7113

DETENTION FACILITY
225 SOUTH MCDONOUGH STREET
MONTGOMERY, ALABAMA 36104
OFFICE 334.832.1386
FAX 334.265.0990

SOUTHEAST ALABAMA HIGHWAY SAFETY OFFICE

600 Plaza Drive • Enterprise, AL 36331 • PHONE # 334-347-2623 Ext. 2289

Community Traffic Safety Program (CTSP)

Agreement for CTSP Grant Participation

Fiscal Period: October 01, 2019 – September 30, 2020

(NOT the same as a grant's authorized spending period during this Agreement Period)

This agreement is entered by the Southeast Alabama Highway Safety Office, located at the Enterprise State Community College, hereinafter referred to as "SEAHSO", and the governing entity of the law enforcement department of the following: Montgomery County Commission, hereinafter referred to as "AGENCY", for official participation in the Southeast Alabama Highway Traffic Safety Office Program grant and/grants, and are at allowable rates of pay, plus allowable FICA fringe, for traffic safety enforcement. The term of this agreement will be from **October 01, 2019 through September 30, 2020**; however, the agreement period may not be the same as the grant's authorized spending period during the fiscal year.

Upon approval of grant(s), funding and authorized spending periods will be made available to the AGENCY through the CORE reporting system by SEAHSO. **This Agreement for SEAHSO Grant Participation is not a notice of grant funding approval but is required for the AGENCY's receipt of grant funding.**

NO AGENCY will be approved to receive traffic enforcement funding without having entered into this agreement with the Southeast Alabama Highway Safety Office. NO AGENCY will be approved to receive enforcement funding without having an approved overtime policy adopted by its GOVERNING ENTITY. If an agency does not have an approved overtime policy, its GOVERNING ENTITY may agree to adopt the one attached to this agreement, which meets the minimum requirements set forth to participate in this program. If an AGENCY is awarded grant traffic enforcement funds, the authorized spending dates and amounts will be recorded on the CORE reporting system and will include information such as the grant's/grants' name and number, as well as the CFDA number that applies to each specific grant.

After the initial notification of funding allocation is made to the AGENCY, any adjustments in the funding level, time, and/or scope of this agreement and/or the grant(s); will only be accomplished through the CORE reporting system website by the SEAHSO.

SEAHSO has the authority to rescind the AGENCY's grant funding at any time, even without voluntary release of such funds by the AGENCY, due to non-compliance, non-expenditure, lack of submitted reimbursement claims, or for any other reason deemed necessary by SEAHSO.

Each agency will be responsible for keeping on file ALL paperwork pertaining to each grant that a reimbursement claim is filed. ADECA reserves the right to audit any agency at any time to assure that all documents that have been submitted are correct. Documents that should be kept on file by the agency are as follows; (1.) contract with SEAHSO, (2.) CORE Project Reimbursement Form, (3.) CORE Roll-Up form, (4.) CORE signed contact report(s) for each person claiming reimbursement hours on the grant, (5.) copy or electronic image of every citation and warning citation claimed on the grant, (6.) time sheets or time cards identifying regular hours worked and overtime hours worked on traffic grant, (7.) City or County overtime policy. The above-mentioned paperwork should be kept on file by each agency for no less than 3 years from the date of the grant enforcement period. Each agency will be notified if a file audit is requested. Any agency that unable to produce ALL forms required to verify the claims that have been submitted to the SEAHSO, will be required to refund ALL funds that were reimbursed on the grant in question.

Reimbursement claims (CORE forms) are encouraged to be submitted to SEAHSO once per month.

The Chief Law Enforcement Official will serve as the AGENCY Representative unless he or she delegates the responsibility. The Chief Law Enforcement Official may appoint a department representative to be the AGENCY Representative if he or she chooses. The AGENCY Representative will also serve as the primary contact person for

communications and correspondence between the AGENCY and SEAHSO. If the AGENCY Representative is designated as someone other than the Chief Law Enforcement Official, this person must be identified within this Agreement (or by notification of change if after this Agreement has been signed).

The AGENCY is solely and exclusively responsible for all expenditure documentation submitted to SEAHSO and shall ensure the accuracy of all such documentation and reports submitted, including but not limited to, hours reported, computation of salary/fringe benefits and reimbursement, and pay rates. The AGENCY shall hold harmless and indemnify SEAHSO from and against any loss, claim for reimbursement, or any claim what so ever in any way, relating to any error or omission in the reimbursements claimed, documentation and reports submitted, and/or grant funds distributed in reliance thereon.

The AGENCY, in performance of its operations and obligations, shall not be deemed to be an agent of SEAHSO, but shall be an independent contractor in every respect. The AGENCY is solely responsible for the acts and omissions of its employees and agents. SEAHSO assumes no responsibility the way or means by which the AGENCY performs its activities pursuant to this agreement

Subject to the terms of the grant, SEAHSO agrees to reimburse the AGENCY, subject to availability of grant funds, for the actual traffic enforcement worked under an SEAHSO grant project, provided the activity is documented in accordance program requirements, as set forth by SEAHSO, with final approval by ADECA, and in accordance with funding guidelines. All commitments for reimbursement shall be limited to the availability of grant funds.

The funds for this agreement were awarded by NHTSA and are passed through ADECA and SEAHSO. Therefore, all expenditures are subject to all federal and state laws, rules, and regulations, including LETS policy letters.

“Termination for Cause. If, through any cause, the Agency shall fail to fulfill in a timely manner its obligations under this Agreement, or if the Agency shall violate any of the covenants, agreements or stipulations of this Agreement, and such failure or violation is not corrected immediately. SEAHSO will immediately terminate this Agreement by giving verbal and written notice (email, etc.) to the Agency of such termination.

Signatures required:

Signature of AGENCY's Authorizing Official
(Mayor/Comm. Chair) authorized to enter Agreement

Printed Name of Authorizing Official and Title
(Mayor/Comm. Chair)

Signature of AGENCY's Chief Law Enforcement Official
(Chief of Police or Sheriff)

Printed Name of Chief LE Official and Title
(Chief/Sheriff)

Signature of AGENCY Representative for SEAHSO
(If applicable, as designated by Chief LE Official)

Printed Name of Representative for ECAHSO and Title

Signature of Region Director
Southeast Alabama Highway Safety Office

Greg Adams
Printed Name of Region Director

AGENDA

SEP 16 2019

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Tammy Turner, Buyer II

DATE: August 26, 2019

RE: Contract No. 52601-17P-024
Manage and Operate a Community-Based
Adolescent Alternative Program

I request that the attached Amendment No. 2 to The Bridge Inc. contract to Manage and Operate a Community-Based Adolescent Alternative Program be considered for approval on a future agenda.

Amendment No. 2 will allow the contract to be extended for one (1) year, beginning October 1, 2019 and ending on September 30, 2020.

The Bridge Inc. chooses not to increase pricing during the terms of this contract period. All other provisions of the contract shall remain the same.

For your information, attached is the most recent Contract with The Bridge, Inc., starting December 1, 2017 and ending September 30, 2018. Also, attached is Amendment Number 1, which extended the Contract for one year through September 30, 2019.

This contract extension has been coordinated with Ray Williams, Chief Probation Officer.

Attachment

**Montgomery County Commission
Purchasing Department
P. O. Box 1667
Montgomery, AL 36102**

Amendment
To
Contract # 52601-17P-024

Amendment No. 2

Contract with The Bridge Inc., Inc. to manage and operate community- based adolescent alternative program, is hereby extended for one (1) year beginning October 1, 2019 and ending September 30, 2020.

There will be no price increase during this contract period

All other provisions of the contract will remain the same.

WITNESS:

THE BRIDGE, INC.

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

STATE OF ALABAMA
AGREEMENT
Between
Montgomery County Commission
And
The Bridge, Inc.

FOR THE
Davis Program

This Contract (the "Agreement") is entered into by and between the Montgomery County Commission (hereinafter sometimes referred to as "Contracting Authority") and The Bridge, Inc. (hereinafter sometimes referred to as "Company" and/or "The Bridge").

WHEREAS, the Contracting Authority is the designated authority seeking the implementation of the Davis Program (hereinafter referred to as "the Program") in Montgomery County, Alabama.

WHEREAS, the Contracting Authority desires to have the Program operated and managed by an organization with experience in adolescent programs; and

WHEREAS, the Contracting Authority desires that The Bridge, Inc. undertake the operation and management of said Davis Program under the following conditions.

NOW, THEREFORE, in consideration of the premises and the mutual covenants contained in this Agreement, the parties agree as follows:

Section 1. Purpose. The Company hereby agrees to undertake the development, operation and management responsibilities of the Davis Treatment Center to include a community day reporting/treatment program, Parent Project program, and Transitions program. The Company agrees to operate the Program under the terms of this Agreement at such time agreed to by the Company and the Contracting Authority and established as set out herein. The operation of the Program will be in accordance with the required terms and conditions provided within the Request for Proposal # 52601-17P-024.

Section 2. Duty to Cooperate. The parties acknowledge that their cooperation is critical to the ability of the Company to perform its duties successfully and efficiently. Accordingly, each party agrees to cooperate with the other fully in formulating and implementing the Company's recommendations. Both parties agree to cooperate with all audits, reviews, or inspections.

Section 3. Standard for the Davis Program Operation. While the Davis Program is under the management and control of the Company's operation, the Program will, subject to limitations beyond the control of the Company, conform to applicable federal, state, and local statutes and ordinances and the applicable laws of the State of Alabama.

Section 4. Inventory. Representatives of the Contracting Authority and the Company will complete an inventory of equipment and furnishings provided by the Contracting Authority for the operations of the Davis Program. The Contracting Authority will be responsible for all major repair and replacement of equipment and furnishings provided to the Company for the operation of the Davis Program.

Section 5. Insurance. The Company, at its sole cost and expense, shall provide for the comprehensive liability coverage and workers' compensation for all of the Company's agents, servants, employees, personnel, and other persons connected in any way to the operation and the management of the Program. The Company shall provide property coverage for any personal property used in the operation of the Davis Program. The Contracting Authority will be responsible for the property and facilities furnished to the Company in operating the Davis Program.

Section 6. Characteristics. The Program shall comply with applicable constitutional and DYS standards as well as any local, state, or federal standards, statutes, rules and regulations.

Section 7. Juvenile Records. The Company will have written policies and procedures to govern a juvenile record system. Information contained in the juvenile records shall be consistent with that required by Alabama Department of Youth Services for non-committed youth, and has been established in all programs of The Bridge, Inc. All information shall be considered confidential and is subject to release or disclosure only to authorized representatives of the agency having jurisdiction over the juvenile. Release of juvenile records to physicians or other health care providers for use in treatment is hereby expressly authorized by the Confining Jurisdiction.

Section 8. Program Records. The Company will maintain program records of all significant activities related to the operation of the Program. These records will be available for review by the Contracting Authority.

Section 9. Compliance. The Company agrees to comply with the standards of the Alabama Department of Youth Services and the Medicaid Administrative Code, the Medicaid Provider manual, Rehabilitative Services, Chapter 105.

Section 10. Physical Examination. The Contracting Authority will pay for a complete physical exam to include the Early and Periodic Screening, Diagnostic, and Treatment (EPSDT) for youth entering the Program.

Section 11. Term. The Term of this Agreement shall commence on **December 1, 2017** and shall run through **September 30, 2018** with the option of both the Contracting Authority and the Company to renew this agreement under the same terms. If State funding is available, the contract may be increased up to 5% for each one-year renewal period. The Company understands that the term of this Agreement and any subsequent renewal periods is dependent on necessary funds being paid to the Contracting Authority for the compensation outlined in Section 13 herein.

Section 12. Termination for Convenience. Either party may terminate this Agreement without cause for any reason. Either party shall give written notice to the other party at least thirty (30) days before the effective termination date.

Section 13. Compensation for Services. The Contracting Authority hereby agrees to pay the Company, as compensation for their services related to this Agreement, for the period commencing on **December 1, 2017** and ending **September 30, 2018**, the sum of **\$387,500** dollars, payable in monthly installments of **\$38,750.00**.

The parties agree that the compensation to the Company for any renewal periods will be negotiated by the parties beginning not later than sixty (60) days prior to each such remaining annual period. In the event the parties are not able to agree on the compensation for said remaining annual periods, the Company shall continue operation of the Facility for the then existing compensation for a period through and including thirty (30) days from delivery of written notice termination this Agreement.

Section 14. Billing for Services. The Company will submit an invoice to the Contracting Authority monthly for services provided during the month in accordance with the Request for Proposal #52601-17P-024. Payment for the services invoiced is due within 10 days of receipt of the invoice by the Contracting Authority.

Section 15. Unusual Occurrences and Incidents. The Company will immediately notify the Contracting Authority in the event of an unusual occurrence or incidents and thereafter as requested and as soon as practical, furnish written notification of such occurrence or incident. In the event of a disturbance caused by a client, or if any security threat or peril should occur with or outside the Program, the Contracting Authority shall be notified immediately. The Company will cooperate with the Contracting Authority and local law enforcement agencies in taking command and restoring order.

Section 16. Breach, Notice, and Cure. In the event of a breach of any obligation or covenant under this Agreement, the non-breaching party may give the breaching party written notice of the specifics of the breach, and the breaching party shall have ten (10) days in which to cure the breach. Only if the breach is not cured within such period shall the non-breaching party be entitled to pursue any remedies it may have due to the breach.

In the event any provision contained in the Agreement shall be breached by either party and thereafter waived by either party, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other breach.

Section 17. Prohibition of Assignment. The Contracting Authority acknowledges that the nature of the services to be rendered under this agreement are unique and based on the Company's expertise and that as a consequence of such, the Contracting authority is prohibited from assigning duties or obligations due under the terms of this Agreement without the consent of the Company.

Section 18. Hold Harmless. The Company will hold harmless the Contracting Authority as to any charge back, penalties, state or federal repayments and any interest incurred by reason of any Title XIX noncompliance arising out of or connected with any action or failure to act by the Company in regard to the Company's responsibilities in regard to the Rehabilitative services or eligibility therefor as contemplated by this agreement. The term "Title XIX noncompliance" shall be construed to mean any failure or inability of the Company to meet the Medicaid requirements of Title XIX of the Social Security Act, and any regulations promulgated by the Federal government in connection therein.

The Company will hold harmless the Contracting Authority as to any penalties, state, or federal charge backs and/or replacements and any interest incurred by any reason as a result of the findings of any Medicaid, Attorney General or DYS Audit. The Company will hold harmless the Contracting Authority as to any and all actions of the Company.

Section 19. Notice. If notice or demand of any kind is to be given by any party to any other party, it shall be in writing, signed by the party giving it, directed to the intended recipient with sufficient postage prepaid certified mail, addressed as follows:

To the Contracting Authority:

Beverly Wise
Montgomery County Family Court
P.O. Box 9219
1111 Airbase Blvd
Montgomery, AL 36108-9219

To the Company:

Tim Naugher, Executive Director
The Bridge, Inc.
3232 Lay Springs Road
Gadsden, AL 35904-8611

Section 20. Formal Review and Evaluation. The Company and the Montgomery County youth facility staff will provide a quarterly review and evaluation of the services provided under this Agreement and the corresponding RFP. A written report summarizing the review and evaluation will be provided to the presiding Family Court Judge of Montgomery, Alabama.

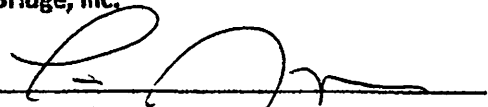
Section 21. Resolution of Disputes. If a dispute arises out of or relates to this agreement or its breach, the parties shall endeavor to settle the dispute first through direct discussions and negotiations. If the dispute cannot be settled through direct discussions and negotiations, the parties shall endeavor to settle the dispute by non-binding mediation. The location of the mediation shall be Montgomery, Alabama. Either party may terminate the mediation at any time after the session, but the decision to terminate must be delivered in person to the other party and the mediator. Engaging in mediation is a condition precedent to any other form of binding dispute resolution. If the parties cannot agree on a mutual resolution then any disputes not resolved by mediation shall be decided in the Circuit Court of Montgomery County, Alabama and governed by the laws of the State of Alabama between Montgomery County Commission and The Bridge, Inc.

Section 22. Complete Agreement; Amendments and Waivers. This Agreement and all exhibits hereto and incorporated by references as set out fully herein comprise the entire understanding of the parties with respect to the transactions contemplated hereby.

This Agreement may be amended, each party may take any action herein prohibited or omit to take action herein required to be performed by it, and any breach of any covenant, agreement, warranty or representation may be waived, only if each party has obtained the written consent or waiver of the other party as to that specified breach only.

ATTEST:

The Bridge, Inc.

By: 

Tim Naugher, Executive Director

Date: 12/15/17

ATTEST:

The Montgomery County Commission

By: 

Date: 12-4-17

**Montgomery County Commission
Purchasing Department
P. O. Box 1667
Montgomery, AL 36102**

**Amendment
To
Contract # 52601-17P-024**

Amendment No. 1

Contract with The Bridge Inc., Inc. to manage and operate community- based adolescent alternative program, is hereby extended for one (1) year beginning October 1, 2018 and ending September 30, 2019.

There will be no price increase during this contract period

All other provisions of the contract will remain the same.

WITNESS:

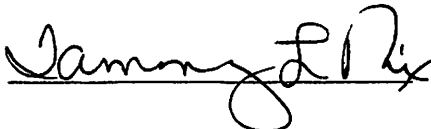


THE BRIDGE, INC.

BY: 

TITLE: Executive Director

WITNESS:



MONTGOMERY COUNTY COMMISSION

BY: 

TITLE: Chairman

**MONTGOMERY COUNTY COMMUNITY
PUNISHMENT AND CORRECTIONS AUTHORITY**
301 ADAMS AVENUE • P.O. BOX 1667
MONTGOMERY, AL 36102-1667

AGENDA

August 28, 2019

SEP 16 2019

TO: Chairman Elton Dean – Montgomery County Commission

FROM: Phil Bryant – Executive Director
Montgomery County Community Corrections

SUBJECT: Request for Future Commission Agenda Item –
Annual Renewal of Professional Services Contract for the E.V.E.N.
Domestic Violence Education/Intervention Program

On Tuesday, August 20th, the Montgomery County Community Corrections and Punishment Authority Board met and voted to recommend to the Commission that the Professional Services Contracts for the four E.V.E.N. providers be approved for Fiscal Year 2019-2020. The terms of the Professional Services contract remain the same as in the past nine yearly contracts at a rate of \$25.00 per hour.

Curtis Gage
Derrick Sanders
Beryl Sabb
Bionca Lindsey

These are all current providers of the program and the proposed contract would be an annual renewal for 2019-2020 fiscal year only. I respectfully recommend that a renewal of the Professional Services Contract with each of the facilitators for FY 2019-2020 be placed on the September 16, 2019 Commission Agenda for consideration/approval.

Respectfully submitted,



Phil Bryant – Executive Director
Montgomery County Community Corrections

**STATE OF ALABAMA
COUNTY OF MONTGOMERY**

PROFESSIONAL SERVICES CONTRACT

The Montgomery County Commission desires to enter into a Professional Services Contract with Curtis Gage (also referred to as Provider), to provide offender Domestic Violence Education and related services (tutoring, orientation, Court advocacy, intake, collection of participant fees, taking attendance , documenting and reporting participant progress, etc.). Participants in said services shall be individuals who self refer or are referred by area and regional Courts to the Montgomery County Community Corrections Department for the E.V.E.N. (End Violence Effectively Now) domestic violence education/intervention program. These services shall be funded by participant/referral fees and all provisions of this contract shall be contingent on the Montgomery County Community Corrections Department receiving sufficient numbers of fee-paying referrals to operate and sustain the program. Unless directed by the Executive Director of the Department and with the exception of Court advocacy services, all services performed under this Professional Services Contract shall be performed on the premises of the Montgomery County Community Corrections Department, 301, Adams Avenue, Montgomery Alabama, 36104. The Montgomery County Community Corrections Department shall be responsible for providing adequate classroom and workspace as well as materials necessary for the participants in the program. This is a Professional fee of Services Contract and compensation for materials purchased by the provider shall not be reimbursed.

Provider agrees to work with the Montgomery County Commission, the Montgomery County Community Corrections Department and consultants from the Montgomery, Alabama, Family Sunshine Center to provide the services mentioned herein and shall attend and participate in assigned in-service training to maintain minimum professional competency in the subject matter being provided to participants. It is understood that in-service training to maintain minimum level competency shall be determined by the Executive Director of the Montgomery County Community Corrections Department with consultation provided by the Montgomery, Alabama Family Sunshine Center. The cost of registration/tuition for any assigned training shall be paid by the Montgomery County Commission. It is understood that failure to maintain a minimum level of proficiency and competency in the subject matter being provided to participants, as determined by participation in either assigned or substantially similar training may constitute grounds for termination of this Professional Services Contract.

The Montgomery County Commission agrees to pay to the provider a fee, of \$25.00 per hour for all services rendered under this Professional Services Contract. Fees shall be invoiced in increments of a quarter hour (15 minute periods), a half hour (30 minute periods) and/or whole hours. Only services that are scheduled and pre-approved by the Executive Director of the Montgomery County Community Corrections Department shall be compensated under this Professional Services Contract. Modifications to the monthly schedule must be approved by the Executive Director and made in writing to be compensated.

A monthly schedule of services and assignments shall be posted or otherwise made available at the office of the Montgomery County Community Corrections Department at 301 Adams Avenue, Montgomery, Alabama, 36104.

Invoicing for services charged under this Professional Services Contract shall be submitted to the Montgomery County Community Corrections Department Executive Director on an approved Monthly Invoice Form to be provided by the Montgomery County Community Corrections Department and shall contain: The name and mailing address of the provider, the Federal Tax I.D. Number or Social Security Number of the provider, the date of service, the amount of time charged, the nature of the service rendered (class instruction, tutoring, orientation, intake, Court advocacy, reporting, etc.), a total calculation or amount invoiced for each service, an aggregate total of all charges for the month, and the providers signature attesting that the invoice is accurate and correctly reflects services actually performed and the date signed. Invoice forms may be submitted no more than twice per month. Invoice Forms for any preceding month's services are due no later than the fifth business day of the month following the month services are rendered. Upon verification of the accuracy of any invoice by the Executive Director, the invoice shall be forwarded to the Montgomery County Commission for payment. Payment shall be disbursed according to the course of normal business by the Montgomery County Finance Department (presently disbursements are made twice per month). Requests for expedited payment or exceptional disbursements will not be honored.

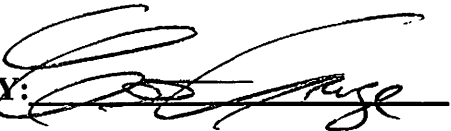
The contract period shall begin from date of signing this contract by both parties and shall end at the close of business, September 30, 2020. Actual services to be compensated under this Contract shall commence no earlier than October 1st, 2020 or when approved by the County Commission. Either party shall have the right to terminate this contract. In any case, this Contract may be terminated, without prior notice upon notification of the Montgomery County Community Corrections Department that all available funds from participant fees and other authorized sources have been exhausted. The provider shall have the right to terminate the contract with the Montgomery County Commission provided 30 days written notice is provided to the Commission.

If a dispute arises out of or relates to this Agreement or its breach, the parties shall endeavor to settle the dispute first through direct discussions and negotiations. If the dispute cannot be settled through direct discussions or negotiations, the parties shall endeavor to settle the dispute by non-binding mediation. The location of the mediation shall be Montgomery, Alabama. Once a party files a request for mediation with the other party, the parties shall select a local mediator that is agreeable between the parties and the parties agree to commence such mediation within thirty (30) days of the filing of the request. Either party may terminate the mediation at any time after the first session, but the decision to terminate must be delivered in person to the other party and the mediator. Engaging in mediation is a condition precedent to any other form of binding dispute resolution. Disputes not resolved by mediation shall be decided in the Circuit Court of Montgomery County, Alabama between the Montgomery County Commission and Provider.

Dated this _____ Day of _____, 2019.

E.V.E.N. Provider

MONTGOMERY COUNTY COMMISSION

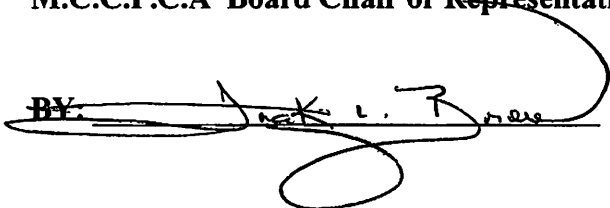
BY: 

BY: _____

PRINT NAME: Curtis Cage

TITLE: _____

M.C.C.P.C.A Board Chair or Representative

BY: 

**STATE OF ALABAMA
COUNTY OF MONTGOMERY**

PROFESSIONAL SERVICES CONTRACT

The Montgomery County Commission desires to enter into a Professional Services Contract with Bionca Lindsey (also referred to as Provider), to provide offender Domestic Violence Education and related services (tutoring, orientation, Court advocacy, intake, collection of participant fees, taking attendance , documenting and reporting participant progress, etc.). Participants in said services shall be individuals who self refer or are referred by area and regional Courts to the Montgomery County Community Corrections Department for the E.V.E.N. (End Violence Effectively Now) domestic violence education/intervention program. These services shall be funded by participant/referral fees and all provisions of this contract shall be contingent on the Montgomery County Community Corrections Department receiving sufficient numbers of fee-paying referrals to operate and sustain the program. Unless directed by the Executive Director of the Department and with the exception of Court advocacy services, all services performed under this Professional Services Contract shall be performed on the premises of the Montgomery County Community Corrections Department, 301, Adams Avenue, Montgomery Alabama, 36104. The Montgomery County Community Corrections Department shall be responsible for providing adequate classroom and workspace as well as materials necessary for the participants in the program. This is a Professional fee of Services Contract and compensation for materials purchased by the provider shall not be reimbursed.

Provider agrees to work with the Montgomery County Commission, the Montgomery County Community Corrections Department and consultants from the Montgomery, Alabama, Family Sunshine Center to provide the services mentioned herein and shall attend and participate in assigned in-service training to maintain minimum professional competency in the subject matter being provided to participants. It is understood that in-service training to maintain minimum level competency shall be determined by the Executive Director of the Montgomery County Community Corrections Department with consultation provided by the Montgomery, Alabama Family Sunshine Center. The cost of registration/tuition for any assigned training shall be paid by the Montgomery County Commission. It is understood that failure to maintain a minimum level of proficiency and competency in the subject matter being provided to participants, as determined by participation in either assigned or substantially similar training may constitute grounds for termination of this Professional Services Contract.

The Montgomery County Commission agrees to pay to the provider a fee, of \$25.00 per hour for all services rendered under this Professional Services Contract. Fees shall be invoiced in increments of a quarter hour (15 minute periods), a half hour (30 minute periods) and/or whole hours. Only services that are scheduled and pre-approved by the Executive Director of the Montgomery County Community Corrections Department shall be compensated under this Professional Services Contract. Modifications to the monthly schedule must be approved by the Executive Director and made in writing to be compensated.

A monthly schedule of services and assignments shall be posted or otherwise made available at the office of the Montgomery County Community Corrections Department at 301 Adams Avenue, Montgomery, Alabama, 36104.

Invoicing for services charged under this Professional Services Contract shall be submitted to the Montgomery County Community Corrections Department Executive Director on an approved Monthly Invoice Form to be provided by the Montgomery County Community Corrections Department and shall contain: The name and mailing address of the provider, the Federal Tax I.D. Number or Social Security Number of the provider, the date of service, the amount of time charged, the nature of the service rendered (class instruction, tutoring, orientation, intake, Court advocacy, reporting, etc.), a total calculation or amount invoiced for each service, an aggregate total of all charges for the month, and the providers signature attesting that the invoice is accurate and correctly reflects services actually performed and the date signed. Invoice forms may be submitted no more than twice per month. Invoice Forms for any preceding month's services are due no later than the fifth business day of the month following the month services are rendered. Upon verification of the accuracy of any invoice by the Executive Director, the invoice shall be forwarded to the Montgomery County Commission for payment. Payment shall be disbursed according to the course of normal business by the Montgomery County Finance Department (presently disbursements are made twice per month). Requests for expedited payment or exceptional disbursements will not be honored.

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If a dispute arises out of or relates to this Agreement or its breach, the parties shall endeavor to settle the dispute first through direct discussions and negotiations. If the dispute cannot be settled through direct discussions or negotiations, the parties shall endeavor to settle the dispute by non-binding mediation. The location of the mediation shall be Montgomery, Alabama. Once a party files a request for mediation with the other party, the parties shall select a local mediator that is agreeable between the parties and the parties agree to commence such mediation within thirty (30) days of the filing of the request. Either party may terminate the mediation at any time after the first session, but the decision to terminate must be delivered in person to the other party and the mediator. Engaging in mediation is a condition precedent to any other form of binding dispute resolution. Disputes not resolved by mediation shall be decided in the Circuit Court of Montgomery County, Alabama between the Montgomery County Commission and Provider.

Dated this 7th Day of September, 2019.

E.V.E.N. Provider

MONTGOMERY COUNTY COMMISSION

BY: Bionca Lindsey

BY: _____

TITLE: _____

PRINT NAME: BIONCA LINDSEY

M.C.C.P.C.A Board Chair or Representative

BY: [Signature]

**STATE OF ALABAMA
COUNTY OF MONTGOMERY**

PROFESSIONAL SERVICES CONTRACT

The Montgomery County Commission desires to enter into a Professional Services Contract with Beryl Sabb (also referred to as Provider), to provide offender Domestic Violence Education and related services (tutoring, orientation, Court advocacy, intake, collection of participant fees, taking attendance, documenting and reporting participant progress, etc.). Participants in said services shall be individuals who self refer or are referred by area and regional Courts to the Montgomery County Community Corrections Department for the E.V.E.N. (End Violence Effectively Now) domestic violence education/intervention program. These services shall be funded by participant/referral fees and all provisions of this contract shall be contingent on the Montgomery County Community Corrections Department receiving sufficient numbers of fee-paying referrals to operate and sustain the program. Unless directed by the Executive Director of the Department and with the exception of Court advocacy services, all services performed under this Professional Services Contract shall be performed on the premises of the Montgomery County Community Corrections Department, 301, Adams Avenue, Montgomery Alabama, 36104. The Montgomery County Community Corrections Department shall be responsible for providing adequate classroom and workspace as well as materials necessary for the participants in the program. This is a Professional fee of Services Contract and compensation for materials purchased by the provider shall not be reimbursed.

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Dated this _____ Day of _____, 2019.

E.V.E.N. Provider

MONTGOMERY COUNTY COMMISSION

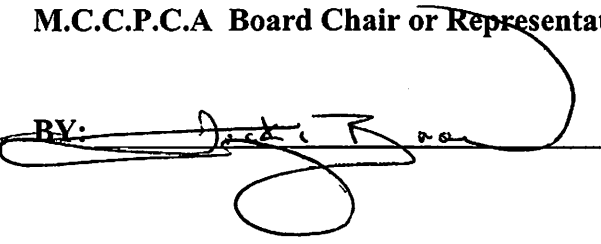
BY:  _____

BY: _____

TITLE: _____

PRINT NAME: BERYL G. SARR

M.C.C.P.C.A Board Chair or Representative

BY:  _____

**STATE OF ALABAMA
COUNTY OF MONTGOMERY**

PROFESSIONAL SERVICES CONTRACT

The Montgomery County Commission desires to enter into a Professional Services Contract with Derrick Sanders (also referred to as Provider), to provide offender Domestic Violence Education and related services (tutoring, orientation, Court advocacy, intake, collection of participant fees, taking attendance, documenting and reporting participant progress, etc.). Participants in said services shall be individuals who self refer or are referred by area and regional Courts to the Montgomery County Community Corrections Department for the E.V.E.N. (End Violence Effectively Now) domestic violence education/intervention program. These services shall be funded by participant/referral fees and all provisions of this contract shall be contingent on the Montgomery County Community Corrections Department receiving sufficient numbers of fee-paying referrals to operate and sustain the program. Unless directed by the Executive Director of the Department and with the exception of Court advocacy services, all services performed under this Professional Services Contract shall be performed on the premises of the Montgomery County Community Corrections Department, 301, Adams Avenue, Montgomery Alabama, 36104. The Montgomery County Community Corrections Department shall be responsible for providing adequate classroom and workspace as well as materials necessary for the participants in the program. This is a Professional fee of Services Contract and compensation for materials purchased by the provider shall not be reimbursed.

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Dated this 9th Day of September, 2019.

E.V.E.N. Provider

MONTGOMERY COUNTY COMMISSION

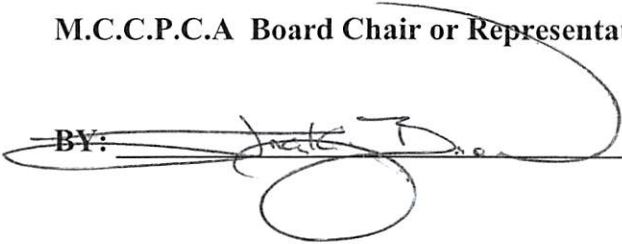
BY: 

BY: _____

TITLE: _____

PRINT NAME: Derrick W. Sanders

M.C.C.P.C.A Board Chair or Representative

BY: 

**MONTGOMERY COUNTY COMMUNITY
PUNISHMENT AND CORRECTIONS AUTHORITY**
301 ADAMS AVENUE • P.O. BOX 1667
MONTGOMERY, AL 36102-1667

AGENDA

SEP 16 2019

August 28, 2019

TO: Elton Dean – Commission Chairman
Montgomery County, Alabama

FROM: Phil Bryant –Executive Director
Montgomery County Community Corrections

RE: Request for Future Commission Agenda Item – Commission Review and
Approval of the 2019-2020 Annual Community Corrections Plan

Dear Chairman Dean:

Every fiscal year the County Community Corrections Department and the MCCPCA Board prepare an annual Community Corrections Plan for submittal to the Montgomery County Commission and the Department of Corrections for approval. The approval of annual Community Corrections Plans by the County Commission and Alabama Department of Corrections is statutorily mandated for the Montgomery County Community Corrections Authority to receive continued State funding for Jail/Prison diversion felony offenders on Community Corrections Supervision. We anticipate state funding/support for our program to be in excess of \$375,000 for the upcoming 2019-2020 fiscal year.

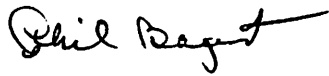
The MCCPCA Board meet on Tuesday, August 20, 2019 and voted to approve the annual plan. Evidence of an approved plan is required to be submitted to the Alabama Department of Corrections no later than September 27, 2019 for consideration of reimbursement funding during the 2019-2020 fiscal year.

The Montgomery County Community Corrections Department relies greatly on the administrative and financial support it receives from the Community Corrections Division of the Alabama Department of Corrections. The provision of these services helps to protect public safety while maintaining offender accountability. The funds received from the Alabama Department of Corrections cover the cost of delivering services to the Jail/Prison Diversion offenders for which we are reimbursed and also are used to offset other operational and administrative costs of providing Community Corrections services to Montgomery County as a whole.

**MONTGOMERY COUNTY COMMUNITY
PUNISHMENT AND CORRECTIONS AUTHORITY**
301 ADAMS AVENUE • P.O. BOX 1667
MONTGOMERY, AL 36102-1667

As previously mentioned, the Alabama Department of Corrections Community Corrections Plan requires written evidence of approval of the Plan on the part of the County Commission. Confirmation of the Commission's approval of the Annual Plan is due by the close of business on September 27, 2019. I respectfully request that the review and approval of the plan as submitted be placed on the next Commission Agenda (September 16, 2019) for consideration.

Respectfully submitted,



Phil Bryant –Executive Director
Montgomery County Community Corrections Department

SEP 16 2019



DERRICK CUNNINGHAM
SHERIFF OF MONTGOMERY COUNTY

Kevin J. Murphy
CHIEF DEPUTY

August 29, 2019

MEMORANDUM

TO : Mr. Donnie Mims
County Administrator

FROM : Sheriff Derrick Cunningham
Montgomery County Sheriff's Office

SUBJECT : Renewal of QCHC, Inc. Health Services Agreement

Please see the attached the Health Services Agreement between QCHC, Inc., (Quality Correctional Health Care) and Montgomery County. Furthermore, QCHC, Inc., are the current company that administer medical services for the inmates in the Mac Sim Butler Detention Facility. The proposed contract renewal will be in effect for one (1) year commencing on October 1, 2019, concluding on September 30, 2020. Please note that the only change to the contract from prior years is an increase of 2.6% CPI increase, which is allowable in the agreement

Please place this matter on the next agenda for the Commission's consideration of approval.

DC/crv

encls.

SHERIFF'S OFFICE
POST OFFICE BOX 4219
MONTGOMERY, ALABAMA 36103-4219
OFFICE 334.832.4980
FAX 334.832.7113

www.MontgomerySheriff.com

DETENTION FACILITY
225 SOUTH MCDONOUGH STREET
MONTGOMERY, ALABAMA 36104
OFFICE 334.832.1386
FAX 334.265.0990

12-1



QUALITY CORRECTIONAL HEALTH CARE

Johnny E. Bates, MD MMM CPE CCHP
CPHIMS
Chief Executive Officer

Your COMPLETE Inmate Health Care Solutions Provider.

200 Narrows Parkway, Suite A
Birmingham, Alabama 35242

Telephone: 205-437-1512
Facsimile: 205-981-6731

Website: www.qchcweb.com

August 27, 2019

VIA ELECTRONIC MAIL

Sheriff Derrick Cunningham- DerrickCunningham@mc-ala.org
115 South Perry Street
Montgomery, Alabama 36104

Mr. Donald L. Mims-Donaldmims@mc-ala.org
Montgomery County Administrator
101 South Lawrence Street
Montgomery, Alabama 36104

RE: Inmate Health Services for Montgomery County Detention Facility

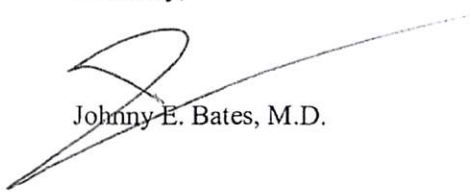
Dear Sheriff Cunningham & Donnie:

We understand that the county is in the budgetting process for the 2019-2020 fiscal year. Section 6.1 of the current inmate health services agreement allows the parties to extend the agreement for an additional one-year term, if mutually agreeable. QCHC would like to extend the agreement for the term beginning on October 1, 2019 and ending on September 30, 2020, if the county is likewise agreeable.

We have prepared a short contract amendment reflecting a 2.6% CPI increase for the 2019-2020 fiscal year as allowed in the agreement. This renewal will permit us to keep the contract current and allow us time to evaluate staffing and the facility's needs. The monthly price will increase from \$174,297.78 to \$178,829.52 for this contract term. The annual price will increase from \$2,091,573.36 to \$2,145,954.27 for this contract term.

We appreciate the opportunity to continue to serve as the inmate healthcare provider at the Montgomery County Detention Facility. Please do not hesitate to contact me or Christie Estes with any questions.

Sincerely,


Johnny E. Bates, M.D.

cc via email: Tammy Nix
Christie Estes

**RENEWAL OF AND AMENDMENT TO HEALTH SERVICES AGREEMENT
BETWEEN QCHC, INC. AND MONTGOMERY COUNTY, ALABAMA**

WHEREAS, QCHC, INC., a/k/a Quality Correctional Health Care, ("QCHC"), and MONTGOMERY COUNTY, ALABAMA ("COUNTY"), entered into a HEALTH SERVICES AGREEMENT (the "AGREEMENT") for the Montgomery County Detention Facility ("JAIL") on October 1, 2016;

WHEREAS, Section 10.6 of the AGREEMENT states that the AGREEMENT "may be amended or revised only in writing and signed by all parties";

WHEREAS, Section 6.1 states that, this AGREEMENT may be extended for additional one-year terms, if mutually agreeable to both parties.

WHEREAS, Section 7.1 of the AGREEMENT states that, on the annual anniversary dates, the annual base price shall increase by the annual percentage increase in the Consumer Price Index for Medical Services or 3%, whichever is less.

WHEREAS, the current CPI for Medical Services is 2.6 percent.

THEREFORE, the parties hereby mutually agree to amend the terms of the AGREEMENT as follows:

AMENDMENT

Section 6.1 shall be amended to reflect that the parties desire to renew and extend the AGREEMENT for the period beginning on October 1, 2019 and ending on September 30, 2020.

Section 7.1 shall be amended to make the monthly compensation amount due to QCHC \$178,829.52 for the contract period from October 1, 2019 through September 30, 2020. The annual amount to be paid by the COUNTY to QCHC for this contract period will be \$2,145,954.27.

ALL OTHER TERMS AND CONDITIONS IN THE AGREEMENT SHALL REMAIN THE SAME.

The parties hereby signify their agreement with the above and foregoing by affixing their signatures below:

QCHC, INC.:

BY: JOHNNY EDWARD BATES, MD
TITLE: PRESIDENT & CEO
DATE: _____

**MONTGOMERY
COUNTY, ALABAMA:**

BY: _____
TITLE: _____
DATE: _____

[THE REMAINDER OF THIS PAGE IS LEFT INTENTIONALLY BLANK]

Tammy Nix

From: Christie Estes <christie.estes@qchcweb.net>
Sent: Tuesday, August 27, 2019 2:01 PM
To: Derrick Cunningham; Donald Mims; Tammy Nix
Cc: Johnny Bates; Crystal Bryan
Subject: Contract Renewal for MCDF
Attachments: CR to Sheriff Cunningham 8.27.19.pdf; MCDF Contract Amendment with CPI increase 2019-2020 fiscal year 8.27.19.pdf

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

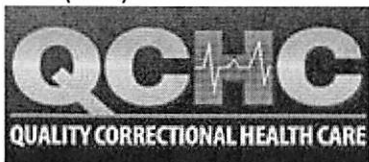
Good afternoon, Sheriff Cunningham.

I am attaching a letter and brief contract amendment ahead of the upcoming renewal/fiscal year. Please don't hesitate to reach out with any questions. We are looking forward to seeing you next Friday.

Thanks,



Christie J. Estes, JD CCHP
General Counsel and Director of Compliance
Quality Correctional Healthcare, Inc.
200 Narrows Parkway, Suite A
Birmingham, Alabama 35242
Telephone-(205)-437-1512
Fax-(205) 776-7919
Cell-(205) 413-3844



AGENDA

SEP 16 2019

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Tammy Turner, Buyer II *TT*

DATE: August 28, 2019

RE: Contract No. 52200-18B-028
Inmate Security

I request that the attached Amendment No. 1 to Patriot Services Group, Inc. contract for inmate security be considered for approval on a future agenda.

Amendment No. 1 will allow the contract to be extended for one (1) year, beginning October 1, 2019 and ending on September 30, 2020.

Patriot Services Group, Inc. would like to increase prices by 5% in accordance with the terms of the contract. All other provisions of the contract shall remain the same.

This contract extension has been coordinated with Derrick Cunningham, Sheriff.

Attachment

.

Montgomery County Commission
Purchasing Department
P. O. Box 1667
Montgomery, AL 36102

Amendment
To
Contract # 52200-18B-028

Amendment No. 1

Contract for Patriot Services Group, Inc. is hereby extended for one (1) year beginning October 1, 2019 and ending September 30, 2020.

Prices will increase by 5%, in accordance with the contract.

All other provisions of the contract will remain the same.

WITNESS:

PATRIOT SERVICES GROUP, INC.

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

Elton N. Dean, Sr.
CHAIRMAN

Ronda M. Walker
VICE CHAIRMAN

Daniel Harris, Jr.
Isaiah Sankey
Doug Singleton



Donald L. Mims, CPA, MPA
ADMINISTRATOR

Florence M. Cauthen
DEPUTY ADMINISTRATOR

AGENDA

SEP 16 2019

September 12, 2019

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Excess Health Insurance Renewal

The Montgomery County Commission, at its meeting on September 3, 2019, agreed to place on the next agenda an Excess Health Insurance Renewal - Option 2 with Optum Insurance, Secured through Alliance Insurance Group.

I am requesting approval of this item.

DLM/tn

Attachment

A COUNTY OLDER THAN THE STATE



August 23, 2019

Mr. Donnie Mims
Montgomery County Commission
101 South Lawrence Street
Montgomery, AL 36104

Mr. Mims:

Thank you for allowing us to present the Commission with a renewal for the medical reinsurance.

The enclosed proposal is a result of an extensive marketing effort in which policy specifics and rates were shopped to over 20 markets. Optum, your current carrier provided the best quote and as earned our recommendation. If they are chosen and retain the business, the Experience Refund Option (ERO) will be available again this year. As of today, we are projecting a refund in the \$25,000 range.

Our recommendation would be to increase the deductible to \$275,000 thereby reducing the impact of the fixed cost. This strategy worked for the County last year and based on our analysis, it should return a savings this year as well. While there are a couple of members capable of reaching this mark, we feel as though the risk is reasonable and would likely work in the County's best interest to save the premium and increase the risk.

Should you have any questions or concerns please don't hesitate to contact our office. Thank you again and we look forward to continuing our relationship with the County.

Sincerely,

Mike Hicks,
President
Alliance Insurance Group

UNIMERICA INSURANCE COMPANY

SUBSEQUENT POLICY PERIOD OFFER



Employer: MONTGOMERY COUNTY COMMISSION
Effective Date: OCTOBER 01, 2019
Producer: JOHN DONALDSON
Underwriter: NAOMI ZELLERS
Sales Reps: DONALDSON HRH
Date: 08/19/2019

SPECIFIC COVERAGE		Option 1	Option 2
Specific Deductible Amount		\$260,000	\$275,000
Aggregating Specific Deductible		\$20,950.00	\$20,950.00
Specific Maximum		Unlimited	Unlimited
EMPLOYEE	721	\$8.41	\$7.87
FAMILY	473	\$20.29	\$18.98
Total Premium	1,194	\$187,929.36	\$175,821.72
Commission		0%	0%
Benefits Covered		MED/RX	MED/RX
Specific Contract Basis		60/12	60/12

CONDITIONS AND ASSUMPTIONS

- ~ Experience Refund is included in the above specific rates.
 - ~ Other compensation or bonuses may be indirectly reflected in this quote. Contact your broker/agent if you have any questions relating to their compensation for this offer.
 - ~ Current plan has been quoted.
 - ~ The Plan will have Network: BCBS Case Manager: BCBS TPA: BCBS OF AL
 - ~ Retirees ARE considered Covered Persons for benefits under the Excess Loss Policy.
 - ~ This document may contain Protected Health Information (PHI) and should only be shared with individuals designated to view such information per HIPAA regulations.
 - ~ Claims that exceed the Specific Deductible up to the stated Aggregating Specific Deductible are not eligible claims under Specific or Aggregate coverage.
 - ~ This offer includes, at no additional cost, the IRO Extended Liability Endorsement which provides a 12-month extension of coverage for any paid claim that is denied and subsequently overturned by an IRO upon appeal.
 - ~ The Subsequent Policy Period Offer is based on data submitted, plus other information furnished relevant to underwriting the risk, including all claims or possible claims, paid, pending or denied pending additional information, or which the employer or its authorized representative should otherwise be aware of. Any inaccuracy in the data submitted or failure to disclose any such information can change the terms, conditions, rates or factors of this offer or can void the offer and coverage.
 - ~ In executing this form, the employer or its authorized representative, is acknowledging acceptance of the new rates, factors and terms. The employer or its authorized representative further acknowledges that all material facts, terms and conditions stated in the employers plan document and the Policy/Agreement remain unchanged and in full force and effect, unless noted above.
- Until we obtain the signed Subsequent Policy Period Offer, the rates and factors are subject to change as additional information is received. This Offer is valid for the stated effective date noted above provided the employer or its authorized representative elects one of the above options, signs the acknowledgment and we receive the completed Offer by 9/9/19.**

Circle Coverages & Options Elected	Signature:
Dated:	Title:



Showing
our clients *the Way...*



Alliance Insurance Group
Employee Benefit Consultants

www.AllianceInsGroup.com | 866.396.3967

Medical Stoploss Renewal for:
Montgomery County Commission

By:
Alliance Insurance Group



Medical Stoploss



Effective Date: October 1st 2019

Contract Terms: 60/12

Laser Liability: None

Estimated Enrollment: 1194 Contracts
Maximum Specific Benefit: Unlimited

Specific Stoploss Coverage:	Expiring Optum	Renewal	Option 2
Deductible:	\$260,000	\$260,000	\$275,000
Aggregating Deductible:	\$20,950	\$20,950	\$20,950
Experience Reward	Yes	Yes	Yes
Specific Rates:			
Single:	\$ 7.67	\$8.41	\$7.87
Family:	\$18.53	\$20.29	\$18.98
Specific Premium	\$171,537	\$187,929	\$175,821
Alliance Insurance Group Fee	\$15,000	\$15,000	\$15,000
Estimated Annual Premium:	\$186,537	\$202,929	\$190,821
% Change		8%	2%

Optum Experience Reward Rider: As of 8/19/19 the estimated ERO refund for the 2018-19 plan year is approximately \$25,000. This is an estimate and could change based on claims experience.

E M P L O Y E E B E N E F I T C O N S U L T A N T S



Claims and Risk Recap



Member	Relationship	Age	Simple Diagnosis	Claims Paid	Reimbursement
KC	Male Child	16	Cerebral Palsy	\$144,473	N/A
JB	Female Child	20	Crones Disease	\$129,856	N/A
JB	Male Child	20	Cancer	\$140,437	N/A
WH	Subscriber	80	Cancer	\$164,315	N/A
SB	Subscriber	34	Cancer	\$176,687	N/A
CM	Subscriber	68	Cancer	\$135,238	N/A



Terms and Conditions



- ~ Experience Refund is included in the above specific rates.
 - ~ Other compensation or bonuses may be indirectly reflected in this quote. Contact your broker/agent if you have any questions relating to their compensation for this offer.
 - ~ Current plan has been quoted.
 - ~ The Plan will have Network: BC BS Case Manager: BC BS TPA: BC BS OF AL
 - ~ Retirees are considered Covered Persons for benefits under the Excess Loss Policy.
 - ~ This document may contain Protected Health Information (PHI) and should only be shared with individuals designated to view such information per HIPAA regulations.
 - ~ Claims that exceed the Specific Deductible up to the stated Aggregating Specific Deductible are not eligible claims under Specific or Aggregate coverage.
 - ~ This offer includes, at no additional cost, the IRO Extended Liability Endorsement which provides a 12-month extension of coverage for any paid claim that is denied and subsequently overturned by an IRO upon appeal.
 - ~ The Subsequent Policy Period Offer is based on data submitted, plus other information furnished relevant to underwriting the risk, including all claims or possible claims, paid, pending or denied pending additional information, or which the employer or its authorized representative should otherwise be aware of. Any inaccuracy in the data submitted or failure to disclose any such information can change the terms, conditions, rates or factors of this offer or can void the offer and coverage.
 - ~ In executing this form, the employer or its authorized representative, is acknowledging acceptance of the new rates, factors and terms. The employer or its authorized representative further acknowledges that all material facts, terms and conditions stated in the employers plan document and the Policy/Agreement remain unchanged and in full force and effect, unless noted above.
- Until we obtain the signed Subsequent Policy Period Offer, the rates and factors are subject to change as additional information is received. This Offer is valid for the stated effective date noted above provided the employer or its authorized representative elects one of the above options, signs the acknowledgment and we receive the completed Offer by 9/9/19.***



Marketing Analysis

Carrier	Market Response	Reason
AccuRisk	Declined	Uncompetitive
Anthem Stoploss	Declined	Uncompetitive
Berkley A&H	Declined	Uncompetitive
Evolution Risk	Declined	Uncompetitive
HM Insurance	Declined	Uncompetitive
HIIG	Declined	Uncompetitive
Pace UW	Declined	Uncompetitive
Sunlife	Declined	Uncompetitive
Swiss Re	Declined	Uncompetitive
TMS	Declined	Uncompetitive
Tokio Marine HCC	Quote	+34% to current
Voya	Declined	Uncompetitive
UTIC	Declined	Uncompetitive

E M P L O Y E E B E N E F I T C O N S U L T A N T S



PROJECTED Experience Reward Option Summary



2018-2019 Plan Year

Premium Paid (net of commission) \$ 171,537
Claims against premium \$0
Savings Ratio required by Optum .60
Available for claims \$102,921
Refund % 25%

2018 Refund Check (3/8/18) \$25,730
% of premium refunded 15%

2016 ERO was \$22,887 2017 ERO was \$ 6,712

E M P L O Y E E B E N E F I T C O N S U L T A N T S



Elton N. Dean, Sr.
CHAIRMAN

Ronda M. Walker
VICE CHAIRMAN

Daniel Harris, Jr.
Isaiah Sankey
Doug Singleton



Donald L. Mims, CPA, MPA
ADMINISTRATOR

Florence M. Cauthen
DEPUTY ADMINISTRATOR

AGENDA

SEP 16 2019

September 12, 2019

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Property Insurance Renewal

The Montgomery County Commission, at its meeting on September 3, 2019, agreed to place on the next agenda the Property Insurance Renewal with Affiliated FM Insurance Company, secured through Assured Partners.

I am requesting approval of this item.

DLM/tn

Attachment

A COUNTY OLDER THAN THE STATE



5251 Hampstead High Street
Unit 200
Montgomery, AL 36116
(334) 270-6824
www.assuredpartners.com

PROPERTY/LIABILITY/CYBER
PREMIUM BREAKDOWN
2019-2020

*Liability - \$196,566

(Last Year's Premium - \$192,337)

1. 2% Increase at Renewal (2019-2020)

*Property - \$142,705

Premium increase due to:

1. -Addition of new maintenance shop
(1872 Terminal Road - \$1,850,000 (incl. contents)
2. Increase on Courthouse & Annex \$2,694,437
3. Increase on McGehee Road office \$545,000
4. Slight increase in rate
Last year - .0520 Renewal -.0598
(No rate increase for last 4 years)

*Cyber - \$20,548

\$1,000,000 Coverage - \$10,000 Retention
(Most comprehensive coverage available)

Elton N. Dean, Sr.
CHAIRMAN

Ronda M. Walker
VICE CHAIRMAN

Daniel Harris, Jr.
Isaiah Sankey
Doug Singleton



Donald L. Mims, CPA, MPA
ADMINISTRATOR

Florence M. Cauthen
DEPUTY ADMINISTRATOR

AGENDA

SEP 16 2019

September 12, 2019

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Excess Liability Insurance Renewal

The Montgomery County Commission, at its meeting on September 3, 2019, agreed to place on the next agenda the Excess Liability Insurance Renewal with States Self-Insurers Risk Retention Group, secured through Assured Partners.

I am requesting approval of this item.

DLM/tn

Attachment

A COUNTY OLDER THAN THE STATE

16-1



5251 Hampstead High Street
Unit 200
Montgomery, AL 36116
(334) 270-6824
www.assuredpartners.com

PROPERTY/LIABILITY/CYBER
PREMIUM BREAKDOWN
2019-2020

*Liability - \$196,566

(Last Year's Premium - \$192,337)

1. 2% Increase at Renewal (2019-2020)

*Property - \$142,705

Premium increase due to:

1. -Addition of new maintenance shop
(1872 Terminal Road - \$1,850,000 (incl. contents)
2. Increase on Courthouse & Annex \$2,694,437
3. Increase on McGehee Road office \$545,000
4. Slight increase in rate
Last year - .0520 Renewal -.0598
(No rate increase for last 4 years)

*Cyber - \$20,548

\$1,000,000 Coverage - \$10,000 Retention
(Most comprehensive coverage available)

Elton N. Dean, Sr.
CHAIRMAN

Ronda M. Walker
VICE CHAIRMAN

Daniel Harris, Jr.
Isaiah Sankey
Doug Singleton



Donald L. Mims, CPA, MPA
ADMINISTRATOR

Florence M. Cauthen
DEPUTY ADMINISTRATOR

AGENDA

SEP 16 2019

September 12, 2019

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Blue Cross Blue Shield Health Plan Administrative Fees, COBRA, Dental and Workers Comp Insurance Renewal

The Montgomery County Commission, at its meeting on September 3, 2019, agreed to place on the next agenda the Blue Cross Blue Shield Health Plan Administrative Fees, COBRA, Dental, and Workers Compensation. The Blue Cross administrative fees to process the health claims will be \$45.00 per contract per month for Health and \$2.15 per contract per month for dental. There is a fee of \$1.00 per contract per month for the data interfacing with the current behavioral health carrier (same as last year). The administrative fee for Teladoc will remain \$2.05. Worker's Compensation fees will remain at 8.4% of paid claims.

The COBRA rates will remain the same as last year which were as follows:

PPO COBRA

1. Single - \$741.02
2. Family - 1,303.08

HMP COBRA

1. Single - \$651.45
2. Family - \$1,149.59

I am requesting approval of this item.

DLM/tn

Attachment

A COUNTY OLDER THAN THE STATE



**BlueCross BlueShield of
Alabama**

August 30, 2019

Montgomery County Commission
Attention: Donnie Mims
101 South Lawrence Street
Montgomery, AL 36104

Dear Donnie,

The Blue Cross and Blue Shield of Alabama Administrative Fee will change to: \$45.00 per contract per month for Health and \$2.15 per contract per month on Dental. The administrative fee will remain \$1.00 per contract per month for the data interfacing with the current behavioral health carrier. Worker's Compensations administrative fee will remain 8.40% of paid claims. Teladoc admin fee will remain \$2.05 per contract per month on the HMP plan.

<u>The PPO COBRA rates will remain:</u>	Single Health \$635.86	<u>The Dental COBRA rates will remain:</u>
Single Health \$725.43	Family Health \$1,094.50	Single dental \$15.59
Family health \$1,247.99		Family dental \$55.09

The HMP COBRA rates will remain:

<u>PPO Combined single health and dental =</u>	<u>HMP combined single health and dental =</u>
\$741.02	\$651.45
<u>PPO Combined family health and dental =</u>	<u>HMP combined family health and dental =</u>
\$1,303.08	\$1,149.59

The above fees and COBRA rates are effective October 1, 2019-September 30, 2020.

Please sign below indicating your acceptance of these fees and acknowledge Montgomery County Commission will be renewing with Blue Cross and Blue Shield of Alabama.

Signature: _____

Please let me know if you have any questions.

Sincerely,

Nora Boyd
Account Manager

Elton N. Dean, Sr.
CHAIRMAN

Ronda M. Walker
VICE CHAIRMAN

Daniel Harris, Jr.
Isaiah Sankey
Doug Singleton



Donald L. Mims, CPA, MPA
ADMINISTRATOR

Florence M. Cauthen
DEPUTY ADMINISTRATOR

AGENDA

SEP 16 2019

September 12, 2019

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Annual Membership Dues for 2019 to the Montgomery Area Business Committee
for the Arts, Inc

The Montgomery County Commission, at its meeting on September 3, 2019, agreed to place on the next agenda the Annual Membership Dues for 2019 in the Amount of \$2,000 to the Montgomery Area Business Committee for the Arts, Inc.

I am requesting approval of this item.

DLM/tn

Attachment

A COUNTY OLDER THAN THE STATE

18-1



July 31, 2019

Montgomery County Commission
101 South Lawrence St
Montgomery, AL 36104

Dear County Commissioners:

With support from members like you, the Montgomery Area Business Committee for the Arts (MABCA) continues to play a leading role in developing and promoting business support of and participation in the arts. As you know, involvement with the arts brings a direct benefit to business. The MABCA works to foster the relationship between business and the arts through its network and programs. A modest investment from each member creates a collective effort of significant impact. What one company could not achieve alone, the MABCA is able to accomplish on behalf of many.

Your past support has contributed greatly to the success of this organization. Your **renewal this year is essential** as we continue to build the partnerships between business and the arts. Your membership level is based upon the number of your employees in the River Region and dues are billed annually for all member companies. We hope you will take a moment to review the enclosed Membership Dues Structure and renew Montgomery County Commission as a member of the MABCA.

In addition to our Annual Awards Luncheon, we will hold our members-only cocktail reception the evening before the luncheon and are involved with several significant art projects and collaborations. This past year, the MABCA has been working very hard with the Public Art Commission and has installed the granite sidewalk quotes leading to the Riverfront tunnel, dedicated the Nat King Cole mural on Maxwell Boulevard by partnering with a local business owner to support the arts! Soon MABCA will unveil 2 bus wraps designed by local artists in celebration of the City of Montgomery and the State of Alabama's Bicentennial year. MABCA is also the project manager on the renovation of Klein Park, now renamed Montgomery Plaza, and will install a life-size bronze sculpture of Mrs. Rosa Parks on December 1, 2019. As a member of MABCA you have access to the River Region *PARThership* program and our *Art at Work* service. Your efforts through MABCA are making a tremendous impact in the River Region!

We hope you will join us for our **33rd Anniversary of our Business in the Arts Awards Luncheon** that will take place **Thursday, November 7th at 11:45 AM at the Renaissance**. Please feel free to call me at 334-220-7604 should you have any questions. On behalf of the MABCA Board of Directors, we look forward to receiving your positive response.

Sincerely,

Ashley D. Ledbetter
Executive Director

BOARD OF DIRECTORS: Albert A. Allenback || Brad Armagost || G. Carlton Barker || Ronald C. Brown || Mark P. Bunting || Robert Burns || William D. Coleman || Gene C. Crane
A. Bruce Crawford || R. Guy Davis, Jr. || Arthur DuCote || John H. Foshee || Michael E. Galvin || Rusty Gregory || Barrie H. Harmon, III || Caryn C. Hughes || Lance Hunter
Rhon Jones || Pete Knight, Jr. || John W. "Billy" Livings || Sam Munnerlyn || Lee Parks || Bruce Reid || Joe B. Riley || Sheron J. Rose || Dr. Quinton T. Ross, Jr. || Robert F. Runkle
Leslie Sanders || Justice William B. Sellers || J. Mark Snead, Jr. || Mayor Todd Strange || Jimmy Stubbs || Russell Tyner || Bob Vardaman || William E. Wallace || Cleo Washington
J. Cameron West || George R. Wilder
FOUNDER: Wynton M. Blount (1921-2002)
DIRECTOR EMERITUS: Robert S. Weil, Sr. (1919-2016)
EX-OFFICIO: Mayor Bill Gillespie || Mayor R. Allen Kelley || Jim L. Ridling || Mayor Jerry Willis
EXECUTIVE DIRECTOR: Ashley DuBose Ledbetter

2019 MABCA MEMBERSHIP APPLICATION

Please amend/correct your information below and return with your payment

COMPANY: Montgomery County Commission

CONTACT: Chairman Elton Dean

ADDRESS: 101 South Lawrence St

CITY, STATE, ZIP: Montgomery, AL 36104

PHONE:

FAX:

EMAIL:

AMOUNT ENCLOSED: _____

GUIDELINES FOR LEVELS OF SUPPORT

Total Employees	
Category V \$2,000	Over 250
Category IV \$1,100	101-250
Category III \$ 825	51-100
Category II \$ 600	11 to 50
Category I \$ 300	10 or fewer
Individual \$150	Individuals

Membership dues are figured at the discretion of each participating business and are tax-deductible since the MABCA is a not-for-profit organization with 501(c)(3) status.

Please make checks payable to: The Montgomery Area Business Committee for the Arts (MABCA) and mail to: MABCA/ P.O. Box 5177/ Montgomery, AL 36103-5177 (334)263-2224 office; mabca2@yahoo.com

Elton N. Dean, Sr.
CHAIRMAN

Ronda M. Walker
VICE CHAIRMAN

Daniel Harris, Jr.
Isaiah Sankey
Doug Singleton



Donald L. Mims, CPA, MPA
ADMINISTRATOR

Florence M. Cauthen
DEPUTY ADMINISTRATOR

AGENDA

SEP 16 2019

September 12, 2019

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Appropriation to Alabama State University for the 2019 Labor Day Classic

The Montgomery County Commission, at its meeting on September 3, 2019, agreed to place on the next agenda an appropriation in the amount of \$100,000 to Alabama State University for the 2019 Labor Day Classic, with the payment after January 1, 2020.

I am requesting approval of this item.

DLM/tn

Attachment

A COUNTY OLDER THAN THE STATE

19-1

• MISCELLANEOUS APPROPRIATIONS TO AGENCIES - Meeting Date: 9/16/19 - CODE: 001-59320.498

Contract Number	Organization	Description of Program	Harris	Dean	Walker	Sankey	Singleton	TOTAL
Starting Balance			3,000	0	0	0	0	3,000
C-2019-84	Capri Community Film Society, Inc.	Program Services	1,500					1,500
NC-2019-94	Alabama Cooperative Extension System	Expanded Food and Nutrition Education Program (EFNEP)	1,500					1,500
		Total Appropriations 9/16/19	3,000	0	0	0	0	3,000
		APPROPRIATED BUDGET BALANCE	0	0	0	0	0	0
	Administrator	Date						

AGENDA

SEP 16 2019

• MISCELLANEOUS APPROPRIATIONS TO EDUCATION - Meeting Date: 9/16/19 - CODE: 001-59320.494								
Contract Number	Organization	Description of Program	Harris	Dean	Walker	Sankey	Singleton	TOTAL
Starting Balance			600	29,300	5,200	1,500	0	36,600
BOE-2019-95	McIntyre Comprehensive Academy	Principal's Discretionary Fund				1,500		1,500
BOE-2019-96	Lanier High School	Girls Basketball Program	600					600
		Total Appropriations 9/16/19	600	0	0	1,500	0	2,100
		APPROPRIATED BUDGET BALANCE	0	29,300	5,200	0	0	34,500
	Administrator	Date						

• MISCELLANEOUS APPROPRIATIONS TO EDUCATION - Meeting Date: 9/16/19 - CODE: 001-59320.494								
Contract Number	Organization	Description of Program	Harris	Dean	Walker	Sankey	Singleton	TOTAL
Starting Balance			600	29,300	5,200	1,500	0	36,600
BOE-2019-95	McIntyre Comprehensive Academy	Principal's Discretionary Fund				1,500		1,500
BOE-2019-96	Lanier High School	Girls Basketball Program	600					600
		Total Appropriations 9/16/19	600	0	0	1,500	0	2,100
		APPROPRIATED BUDGET BALANCE	0	29,300	5,200	0	0	34,500
	Administrator	Date						

SEP 16 2019

• MISCELLANEOUS APPROPRIATIONS FROM DESIGNATED REVENUE - Meeting Date: 9/16/19 - CODE: 001-59320.450										
Contract Number	Organization	Description of Program	Joint	Infrastructure	Harris	Dean	Walker	Sankey	Singleton	TOTAL
Starting Balance			0	214,267	89,000	7,300	65,691	59,360	11,330	446,948
**DR-C-2019-130	**Rescind Approp. To: Success Unlimited Academy Booster Club	**Athletic Equipment and Repair, Student Travel Expense and Recognition Banquets							-2,500	-2,500
DR-C-2019-134	Cancer Wellness Foundation of Central Alabama	Social Services Program							500	500
DR-C-2019-135	Alabama National Fair	Provide Tickets to Inner City Kids							2,000	2,000
DR-C-2019-136	Successful Living Center	Operational Expenses for Senior Citizens Programs						2,000		2,000
DR-C-2019-137	Newtown Mission	Program Services						2,000		2,000
DR-C-2019-138	United Community Improvement Association, Inc.	Tutorial Program						3,500		3,500
DR-C-2019-139	Montgomery YMCA	Youth Football Programs in North Montgomery						2,000		2,000
DR-NC-2019-58	City of Montgomery, BONDS	The Woods/Dexter Ridge/Wynbrook N.A.						1,500		1,500
DR-NC-2019-59	City of Montgomery	Creation of a Life-Size Bronze Sculpture of Mrs. Rosa Parks		20,000						20,000
		Total Appropriations 9/16/19	0	20,000	0	0	0	11,000	0	31,000
		APPROPRIATED BUDGET BALANCE	0	194,267	89,000	7,300	65,691	48,360	11,330	415,948
	Administrator	Date								

AGENDA

SEP 16 2019

AGENDA

SEP 16 2019

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Tammy Turner, Buyer II 

DATE: August 27, 2019

RE: Invitation to Bid No. 52110-19B-026
Utility Garage

Request approval of award on the above referenced Invitation to Bid to the only responsible bidder, SCF Building in the amount of \$8,420.00 be placed on a future agenda. (Copy of spread sheet attached.)

Coordination of award made with Derrick Cunningham, Sheriff.

Attachment

•

232

Notes:

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Tammy Turner, Buyer II *TT*

DATE: August 28, 2019

RE: Invitation to Bid No. 51901-19B-023
Montgomery County Parks Grounds Maintenance

Request approval of award on the above referenced Invitation to Bid to the lowest bidder Conway's Outdoor Services, in the amount of \$35,590.00, be placed on a future agenda for the County Commission meeting. (Copy of spreadsheet attached.)

The contract will be for one (1) year, with the option to renew for an additional two (2) years in one year periods. At the end of the one year contract period, a price escalation may be allowed, but shall not exceed 5% per year.

Coordination of award made with James Williams, Parks and Recreation Director.

Attachment

**Purchasing Department
Montgomery County Commission**

[illegible]

Notes:

24-2

CONTRACTUAL AGREEMENT

THIS CONTRACTUAL AGREEMENT made and entered into as the 1st day of October, 2019, between Conway's Outdoor Services, Montgomery, Alabama and Montgomery County Commission, Montgomery, Alabama.

WITNESSETH

WHEREAS, Conway's Outdoor Services owns and operates a business and desires to provide grounds maintenance at Montgomery County Parks within the County in accordance with all provisions and specifications of Invitation to Bid No.51901-19B-023, as issued by the Montgomery County Commission on August 13, 2019 (hereinafter referred to as the Invitation to Bid, a copy of which is attached hereto).

WHEREAS, In Consideration thereof, Conway's Outdoor Services and Montgomery County Commission agree as follows:

1. That all terms, conditions, and specifications of Invitation to Bid are incorporated herein by this reference.
2. That the period of the contract will be for one (1) year, beginning October 1, 2019 and ending September 30, 2020, with the option to renew for an additional two (2) years, in one (1) year periods. That the prices stipulated in the bid by Conway's Outdoor Services shall remain firm for the one (1) year period.
3. Price Escalation: At the end of the one (1) year period, a price increase may be allowed, but shall not exceed five-percent (5%) per year.
4. That Conway's Outdoor Services shall furnish all labor, materials, equipment, and perform all work necessary to maintain the grounds at all Montgomery County parks listed on the Invitation to bid.
5. In addition to the routine maintenance, Conway's Outdoor Services may be called upon by Montgomery County Commission for maintenance due to special events taking place at the parks/field.
6. That Conway's Outdoor Services shall at all times be in compliance with all specifications and special provisions within the Invitation to Bid.
7. That Montgomery County Commission or Conway's Outdoor Services may terminate this agreement at any time during the contract period by giving a thirty (30) day written notice to the other party.
8. That Conway's Outdoor Services agrees to protect, defend, indemnify and hold the

Montgomery County Commission and its employees, agents, officers and servants free and harmless from any and all losses, claims, liens, not limited to, the amounts of judgments, penalties, interests, court costs, legal fees, and all other expenses incurred by the County arising in favor of any party, including employees of Conway's Outdoor Services, death or damages to property and without limitation by enumeration, all other claims or demands of every character but only on the proportion of and to the extent such losses, claims, liens, demands and causes of action arise out of the negligent acts or omissions of contractor, its employees, agents and officers. Conway's Outdoor Services agrees to investigate, handle, respond to, provide defense for and defend any such claims, demand, or suits at its sole expense. Conway's Outdoor Services also, agrees to bear all other costs and expense related thereto, even if the claim or claims alleged are groundless, false or fraudulent.

9. If a dispute arises out of or relates to this Agreement or its breach, the parties shall endeavor to settle the dispute first through direct discussions and negotiations. If the dispute cannot be settled through direct discussions or negotiations, the parties shall endeavor to settle the dispute by non-binding mediation. The location of the mediation shall be Montgomery, Alabama. Either party may terminate the mediation at any time after the session, but the decision to terminate must be delivered in person to the other party and the mediator. Engaging in mediation is a condition precedent to any other form of binding dispute resolution. If the parties cannot agree on a mutual resolution then any disputes not resolved by mediation shall be decided in the Circuit Court of Montgomery County, Alabama and governed by the laws of the State of Alabama between the Montgomery County Commission and Conway's Outdoor Services.
10. By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

IN WITNESS WHEREOF, the undersigned have executed this Contract as of the 1st day of October, 2019.

WITNESS:

CONWAY'S OUTDOOR SERVICES

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

SEP 16 2019

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 1

DEPARTMENT:	Appraisal Department	REVIEWED:	S. Thomas	9/10/2019
DATE:	9/9/2019		Finance Director	Date
REQUESTED BY:	Clay Henley	APPROVED:		
Elected Official/Dept. Head		Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Office Supplies/Minor Equip	120-51985-211	63,000	(2,500)	60,500
Postage	120-51985-252	30,000	2,500	32,500
Software	120-51985-586	50,500	192,695	243,195
Accounting and Auditing	120-51985-164	103,000	(20,400)	82,600
Dues and Membership Fees	120-51985-171	5,000	(540)	4,460
Aerial Photography	120-51985-179	175,000	(13,100)	161,900
GIS	120-51985-180	75,000	(13,300)	61,700
Copy Machine Rental	120-51985-223	2,000	(500)	1,500
Repair & Maint. Office Equip.	120-51985-233	2,500	(2,500)	0
Repair & Maint. Motor Veh.	120-51985-234	6,800	(6,000)	800
Advertising	120-51985-253	5,000	(4,658)	342
Cellular Service	120-51985-255	10,000	(3,000)	7,000
Travel-Mileage	120-51985-260	1,000	(913)	87
Contract Services	120-51985-304	50,000	(50,000)	0
Legal Services	120-51985-305	100,000	(73,862)	26,138
Professional Services	120-51985-307	2,000	(2,000)	0
Books	120-51985-320	2,000	(850)	1,150
Subscriptions	120-51985-409	17,000	(1,072)	15,928
Total Budget Change		\$699,800	\$0	\$699,800
TOTAL 2019 APPRAISAL BUDGET		\$3,016,313	\$0	\$3,016,313

Realign the budget to purchase Capture Mobile Business Personal Property software from E-ring Inc.

**MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST**

Request Number: 2

AGENDA

SEP 16 2019

DEPARTMENT: County Commission REQUESTED BY: Donald L. Mims 9/10/19
Elected Official/Dept. Head Date

FINANCE REVIEW: REVIEWED BY: Sherrill Thomas 9/10/19
Finance Director Date

COMMISSION APPROVAL PROCESSING: Briefing Memo ☐
Agenda ☒

COUNTY COMMISSION APPROVAL: _____
Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Retirement Expense	001-51100.121	41,254	4,016	45,270
Health Insurance	001-51100.122	90,000	(4,016)	85,984
Copy Machine Rental	001-51100.223	7,100	2,400	9,500
Telephone	001-51100.251	3,200	306	3,506
Postage	001-51100.252	900	50	950
Cellular Service	001-51100.255	5,100	(308)	4,792
Digital Cable	001-51100.259	650	257	907
Insurance Public Officials	001-51100.275	2,850	(376)	2,474
Dues	001-51100.303	23,000	(2,229)	20,771
Subscriptions	001-51100.409	300	44	344
Office Supplies	001-51100.211	11,400	(144)	11,256
				0
Food and Supplies	001-51988.218	24,000	(7,600)	16,400
Travel	001-51988.265	0	7,600	7,600
				0
				0
				0
				0
				0
				0
TOTAL		\$ 209,754	\$ 0	\$ 209,754

JUSTIFICATION: To realign the County Commission budget to cover operating expenses, and realign the Contingency Budget to cover Economic Development travel expense.

**MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST**

Request Number: 18

AGENDA

SEP 16 2019

DEPARTMENT: County Commission Appropriations REQUESTED BY: Donald L. Mims 9/10/19
Elected Official/Dept. Head Date

FINANCE REVIEW: REVIEWED BY: Sherrill Thomas 9/10/19
Finance Director Date

COMMISSION APPROVAL PROCESSING: Briefing Memo ☐
Agenda ☒

COUNTY COMMISSION APPROVAL: _____
Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Debt Issuance Cost	001-59103.691	0	356,563	356,563
Capital Projects	001.59310.500	0	30,002,046	30,002,046
Bond Proceeds	001-61300.61330	0	(29,250,000)	(29,250,000)
Discount on Debt Issuance	001-61300.61331	0	(1,108,609)	(1,108,609)
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		\$ 0	\$ 0	\$ 0

JUSTIFICATION: To record the 2018 Public Building Authority Debt proceeds.

**MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST**

Request Number: 19-pg 1

AGENDA

SEP 16 2019

DEPARTMENT: County Commission Appropriations **REQUESTED BY:** Donald L. Mims 9/10/19
Elected Official/Dept. Head Date

FINANCE REVIEW: **REVIEWED BY:** Sherrill Thomas 9/10/19
Finance Director Date

COMMISSION APPROVAL PROCESSING: Briefing Memo ☐
Agenda ☒

COUNTY COMMISSION APPROVAL: _____
Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Legal Services	001-51100.305	0	60,000	60,000
Land Purchase-Chemical Addiction	001-51100.511	0	52,046	52,046
Legal Expense Land purchase	001-51100.51	0	5,133	5,133
PA Contract Services	001-51130.304	0	27,312	27,312
Probate Judge Electricity	001-51300.244	44,000	22,600	66,600
RC Building Rent	001-51500.221	10,000	2,180	12,180
RC Electricity	001-51500.244	2,500	2,500	5,000
RC Telephone	001-51500.251	12,190	1,481	13,671
RC Postage	001-51500.252	88,400	9,055	97,455
RC Contract Services	001-51500.304	5,000	(2,140)	2,860
Tax & Audit Legal	001-51800.305	0	26,382	26,382
Tax & Audit Software	001-51800.586	27,236	(26,382)	854
Support Services Water	001-51901.246	194,476	66,343	260,819
Industrial Incentives	001-51955.446	12,000	110,000	122,000
Industrial Park Grounds	001-51956.208	24,000	(3,700)	20,300
Industrial Park Electricity	001-51956.244	19,000	7,363	26,363
Sanitation Salaries	001-54300.110	36,267	8,500	44,767
Sanitation Health Ins	001-54300.122	9,000	(375)	8,625
Sanitation Social Secur.	001-54300.124	2,775	443	3,218
Pintlala Library Door	001-57100.231	0	10,277	10,277
TOTAL		\$ 486,844	\$ 379,018	\$ 865,862

JUSTIFICATION: To realign the budget to cover expenses with increased revenues and net to fund balance.

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

SEP 16 2019

Request Number: 19-pg 2

DEPARTMENT: County Commission Appropriations REQUESTED BY: Donald L. Mims 9/10/19
Elected Official/Dept. Head Date

FINANCE REVIEW: REVIEWED BY: Sherrill Thomas 9/10/19
Finance Director Date

COMMISSION APPROVAL PROCESSING: Briefing Memo ☐
Agenda ☒

COUNTY COMMISSION APPROVAL: Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
IT Infrastructure Upgrades	001-51965.499	0	301,834	301,834
IT Software MG Mix	001-51965.586	0	119,180	119,180
IT Security Equipment	001-51965.591	0	61,679	61,679
Retiree Health Insurance	001-51966.127	2,494,000	38,000	2,532,000
Sheriff Health Insurance	001-52110.122	1,539,000	(38,000)	1,501,000
ButlerCommCtr Dumpster	001-57200.248	0	1,170	1,170
2018 PBA Debt Principal	001-59103.600	3,304,997	50,000	3,354,997
2018 PBA Debt Interest	001-59103.630	3,411,128	280,251	3,691,379
Contract Services	001-59310.304	107,000	(30,000)	77,000
Architect-PBA projects	001-59310.307	0	109,122	109,122
Architect-Old Selma Rd P	001-59310.307	0	72,123	72,123
Architect-Perry St Deck	001-59310.307	0	24,966	24,966
Bank Fees	001-59310.329	80,000	(40,000)	40,000
Chamber Lodging Tax	001-59310.491	577,500	30,000	607,500
Lodging Tax	001-40000.41301	(2,750,000)	(140,000)	(2,890,000)
Financial Inst. Tax	001-40000.44130	(350,000)	(222,000)	(572,000)
Designated Rev Appro.	001-59320.450	0	1,160,000	1,160,000
Donated Revenue	001-40000.47701	0	(1,460,000)	(1,460,000)
RC Prior Year Audit Fees	001-40000.45235	0	(143,000)	(143,000)
Fund Balance	001.35900	0	(554,343)	(554,343)
TOTAL		\$ 8,413,625	(\$ 379,018)	\$ 8,034,607

JUSTIFICATION: To realign the budget to cover expenses with increased revenues and net to fund balance.

SEP 16 2019

Request Number: 20

COUNTY COMMISSION APPROVAL: _____

Administrator Date

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

Request Number: 21

AGENDA

SEP 16 2019

DEPARTMENT:

County Commission Appropriations

REQUESTED BY: Donald L. Mims

9/10/19

Elected Official/Dept. Head

Date

FINANCE REVIEW:

REVIEWED BY: Sherrill Thomas

9/10/19

Finance Director

Date

COMMISSION APPROVAL PROCESSING:

Briefing Memo

Agenda

✓

COUNTY COMMISSION APPROVAL:

Administrator

Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Grant Fund	Fund 125			0
JAG Grant Revenue	125-40000.44725	0	(108,107)	(108,107)
JAG Grant Equipment	125-52605.400	0	35,092	35,092
JAG Grant LE Equipment	125-52605.592	0	73,015	73,015
				0
LIWAP18 Grant Revenue	125-40000.44781	(25,000)	(62,201)	(87,201)
LIWAP18 Program Exp	125-56702.238	25,000	62,201	87,201
				0
LIWAP19 Grant Revenue	125-40000.44786	0	(68,834)	(68,834)
LIWAP19 Program Exp	125-56705.238	0	68,834	68,834
				0
DOE18 Grant Revenue	125-40000.44783	(61,247)	(68,939)	(130,186)
DOE18 Program Exp	125-56707.238	61,247	68,939	130,186
				0
DOE19 Grant Revenue	125-40000.44782	0	(113,065)	(113,065)
DOE19 Program Exp	125-56708.238	0	113,065	113,065
				0
Eastwood Villa Grant	125-40000.44784	0	(190,860)	(190,860)
Eastwood Villa Program	125-56713.238	0	175,500	175,500
Eastwood Villa Adm.	125-56713.499		15,360	15,360
TOTAL		\$ 0	\$ 0	\$ 0

JUSTIFICATION: Adjust Grant Budgets for 2019.

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

Request Number: 4

SEP 16 2019

DEPARTMENT:	<u>Detention Facility</u>	REQUESTED BY:	Sonja Pritchett	9/10/19
			<u>Elected Official/Dept. Head</u>	<u>Date</u>

FINANCE REVIEW:	REVIEWED BY:	Sherrill Thomas	9/10/19
		Finance Director	Date

COMMISSION APPROVAL PROCESSING:

Briefing Memo	
Agenda	✓

COUNTY COMMISSION APPROVAL:

Administrator
Date

[illegible]

JUSTIFICATION: To realign the budget to cover inmate medical contract overages, other operating expense and the purchase of scanning equipment.

**MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST**

Request Number: 1

AGENDA

SEP 16 2019

DEPARTMENT: FINANCE REQUESTED BY: Sherrill Thomas 8/29/18
Elected Official/Dept. Head Date

FINANCE REVIEW: REVIEWED BY: Sherrill Thomas 8/29/18
Finance Director Date

COMMISSION APPROVAL PROCESSING: Briefing Memo ☐
Agenda ☒

COUNTY COMMISSION APPROVAL: _____
Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Copy Machine Rental	001-51110.223	2,700	30	2,730
Advertising	001-51110.253	325	(52)	273
Digital Cable	001-51110.259	180	22	202
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		\$ 3,205	\$ 0	\$ 3,205

JUSTIFICATION: Realign the budget to cover operating expense for FY 2019.

**MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST**

Request Number: 7

AGENDA

SEP 16 2019

DEPARTMENT: Sheriff's Office REQUESTED BY: D. Cunningham 9/10/19
Elected Official/Dept. Head Date

FINANCE REVIEW: REVIEWED BY: Sherrill Thomas 9/10/19
Finance Director Date

COMMISSION APPROVAL PROCESSING:

Briefing Memo ☐
Agenda ☒

COUNTY COMMISSION APPROVAL:

Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Elected Official Salary	001-52110.111	100,229	24,820	125,049
Fixed Auto Allowance	001-52110.112	58,800	(12,600)	46,200
Salaries	001-52110.110	9,006,506	(96,566)	8,909,940
Overtime	001-52110.113	140,000	70,000	210,000
Extra Help	001-52110.115	17,654	(17,654)	0
Overtime Reimbursement	001-52110.117	(55,000)	(20,000)	(75,000)
College Incentives	001-52110.143	15,000	52,000	67,000
				0
Electricity	001-52110.244	32,000	686	32,686
Natural Gas	001-52110.245	5,000	1,900	6,900
Water and Sewer	001-52110.246	2,500	171	2,671
Telephone	001-52110.251	25,000	2,770	27,770
Cellular Service	001-52110.255	119,000	(10,527)	108,473
Other Comm Service	001-52110.256	130,000	5,000	135,000
				0
				0
				0
				0
				0
				0
TOTAL		\$ 9,596,689	\$ 0	\$ 9,596,689

JUSTIFICATION: Realign the budget to cover salary and benefit categories and to realign operating expenses to coverage overages.

AGENDA

SEP 16 2019

Request Number: 2

DEPARTMENT:	<u>Support Services</u>	REQUESTED BY:	<u>Lamar Allen</u>	<u>9/10/19</u>
			Elected Official/Dept. Head	Date

FINANCE REVIEW:	REVIEWED BY:	Sherrill Thomas	9/10/19
		Finance Director	Date

COMMISSION APPROVAL PROCESSING:	Briefing Memo	
	Agenda	✓

COUNTY COMMISSION APPROVAL: _____

Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Office Supplies	001-51901.211	8,000	3,000	11,000
Cleaning Supplies	001-51901.216	20,000	2,000	22,000
Other Misc Supplies	001-51901.219	0	3,000	3,000
Repair & Main Buildings	001-51901.231	227,751	(18,000)	209,751
Electricity	001-51901.244	575,000	18,000	593,000
Natural Gas	001-51901.245	53,000	(4,500)	48,500
Telephone	001-51901.251	2,500	40	2,540
Cellular Service	001-51901.255	18,400	(8,500)	9,900
Travel	001-51901.265	1,800	(1,800)	0
Insurance-Building	001-51901.271	111,712	2,736	114,448
Contract Services	001-51901.304	265,000	12,000	277,000
Other Equipment	001-51901.591	22,249	250	22,499
Health Insurance	001-51901.122	225,000	(8,226)	216,774
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		\$ 1,530,412	\$ 0	\$ 1,530,412

JUSTIFICATION: To realign the Support Services budget to cover operating expense .

**MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST**

Request Number: 4

AGENDA

SEP 16 2019

DEPARTMENT: Youth Facility REQUESTED BY: Brandi K. Alexander 9/10/19
Elected Official/Dept. Head Date

FINANCE REVIEW: REVIEWED BY: Sherrill Thomas 9/10/19
Finance Director Date

COMMISSION APPROVAL PROCESSING: Briefing Memo ☐
Agenda ☒

COUNTY COMMISSION APPROVAL: _____
Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Salaries	001-52602.110	3,451,095	(70,000)	3,381,095
Extra Help	001-52602.115	40,000	70,000	110,000
Medical and Dental Serv	001-52602.158	0	28,000	28,000
Transportation expense	001-52062.166	30,000	(30,000)	0
Electricity	001-52602.244	144,000	23,400	167,400
Natural Gas	001-52602.245	23,000	16,600	39,600
Water and Sewer	001-52602.246	17,000	8,220	25,220
Telephone	001-52602.251	25,000	200	25,200
Direct Support	001-52602.290	15,000	(15,000)	0
Administration Expense	001-52602.499	198,000	(60,564)	137,436
Other Equipment	001-52602.591	0	29,144	29,144
DYS:				0
Uniforms	001-52603.203	2,500	(1,600)	900
Repair & Maintenance	001-52603.234	5,000	3,000	8,000
Postage	001-52603.252	4,000	2,300	6,300
Cellular Service	001-52603.255	30,000	(3,700)	26,300
				0
				0
				0
				0
TOTAL		\$ 3,984,595	\$ 0	\$ 3,984,595

JUSTIFICATION: To realign the budget to cover expense through September 30, 2019.

POSITION FILL REQUEST- BUDGETED VACANCY

SEP 16 2019

DEPARTMENT: M. C. Sheriff's Office - Detention Facility
 DEPARTMENT HEAD: Derrick Cunningham, Sheriff
 SUPERVISOR: Sonja Pritchett, Colonel

POSITION INFORMATION:

Position Title Corrections Office Trainee
 Position Number 500419169 (replace M. Manuel)
 Pay Grade PCT Pay Range \$31,299
 Proposed Effective Date September 23, 2019
 Type of Hire (☒) New (☐) Promotional
 Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham

Department Head

Date 8/30/2019

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date 09/03/2019

Sherrill Thomas

Finance Director

Date 9/4/2019

ADMINISTRATIVE APPROVAL:

County Administrator

Date _____

SEP 16 2019

POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT: M. C. Sheriff's Office - Detention Facility
 DEPARTMENT HEAD: Derrick Cunningham, Sheriff
 SUPERVISOR: Sonja Pritchett, Colonel

POSITION INFORMATION:

Position Title Corrections Officer Trainee
 Position Number 500419222 (Replace O Woody)
 Pay Grade PCT Pay Range \$31,299
 Proposed Effective Date September 23, 2019
 Type of Hire (☒) New (☐) Promotional
 Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham

Department Head

Date 09/05/2019

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date 09/05/2019

Sherrill Thomas

Finance Director

Date 9/9/2019

ADMINISTRATIVE APPROVAL:

 County Administrator

Date _____

SEP 16 2019

POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT: M. C. Sheriff's Office - Detention Facility
 DEPARTMENT HEAD: Derrick Cunningham, Sheriff
 SUPERVISOR: Sonja Pritchett, Colonel

POSITION INFORMATION:

Position Title Maintenance Mechanic
 Position Number 500748003 (Replace S. Ocallaghan)
 Pay Grade S09 Pay Range 34,109-50,965
 Proposed Effective Date September 23, 2019
 Type of Hire (☒) New (☐) Promotional
 Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham

Department Head

Date 08/19/2019

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date 09/11/2019

Sherrill Thomas

Finance Director

Date 9/12/2019

ADMINISTRATIVE APPROVAL:

County Administrator

Date _____

SEP 16 2019

POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT: District Attorney
 DEPARTMENT HEAD: Daryl D. Bailey
 SUPERVISOR: Anna Langford

POSITION INFORMATION:

Position Title Legal Support Assistant
 Position Number 408020026
 Pay Grade A05 Pay Range \$32,318 - \$48,286
 Proposed Effective Date September 23, 2019
 Type of Hire (☒) New (☐) Promotional
 Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Daryl D. Bailey

Department Head

Date 09/03/2019

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date 09/05/2019

Sherrill Thomas

Finance Director

Date 9/5/2019

ADMINISTRATIVE APPROVAL:

 County Administrator

Date _____

SEP 16 2019

POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT: Montgomery County Engineering Bridge
 DEPARTMENT HEAD: George Speake
 SUPERVISOR: Timothy Dicks

POSITION INFORMATION:

Position Title County Road Equipment Operator I
 Position Number 660551003 -Replacing T Shepherd
 Pay Grade S04-1 Pay Range 26,096 - 38,992
 Proposed Effective Date September 9, 2019
 Type of Hire (☒) New (☐) Promotional
 Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

George Speake

Department Head

Date 08/30/2019

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date 08/30/2019

Sherrill Thomas

Finance Director

Date 9/4/2019

ADMINISTRATIVE APPROVAL:

 County Administrator

Date _____

POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT: Probate

DEPARTMENT HEAD: Judge Steven L. Reed

SUPERVISOR: Jamyla Philyaw

POSITION INFORMATION:

Position Title Assistant Tag and License Supervisor

Position Number 750053056

Pay Grade A05 Pay Range \$32,318-\$48,286

Proposed Effective Date October 7, 2019

Type of Hire (☐) New (☒) Promotional

Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Judge Steven L. Reed

Department Head

Date 8/29/19

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date 08/30/2019

Sherrill Thomas

Finance Director

Date 9/4/2019

ADMINISTRATIVE APPROVAL:

County Administrator

Date _____

POSITION FILL REQUEST- BUDGETED VACANCY

AGENDA

SEP 16 2019

DEPARTMENT: Montgomery County Sheriff's Office
DEPARTMENT HEAD: Derrick Cunningham, Sheriff
SUPERVISOR: Kevin Murphy, Chief Deputy

POSITION INFORMATION:

Position Title Deputy Sheriff Lieutenant
Position Number 550434085 (Replace L Persky)
Pay Grade PS4 Pay Range \$63,123-\$73,546
Proposed Effective Date September 30, 2019
Type of Hire (☐) New (☒) Promotional
Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham

Department Head

Date September 4, 2019

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date 09/04/2019

Sherrill Thomas

Finance Director

Date 9/5/2019

ADMINISTRATIVE APPROVAL:

County Administrator

Date _____

POSITION FILL REQUEST- BUDGETED VACANCY

AGENDA

SEP 16 2019

DEPARTMENT: Montgomery County Sheriff's Office
DEPARTMENT HEAD: Derrick Cunningham, Sheriff
SUPERVISOR: Kevin Murphy, Chief Deputy

POSITION INFORMATION:

Position Title Deputy Sheriff Sergeant
Position Number TBD
Pay Grade PS3 Pay Range \$54,122-\$66,733
Proposed Effective Date October 7, 2019
Type of Hire (☐) New (☒) Promotional
Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham Date September 4, 2019
Department Head

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date 09/04/2019
Employee Benefit Manager

Sherrill Thomas Date 9/5/2019
Finance Director

ADMINISTRATIVE APPROVAL:

County Administrator Date _____

POSITION FILL REQUEST- BUDGETED VACANCY

AGENDA

SEP 16 2019

DEPARTMENT: Montgomery County Sheriff's Office

DEPARTMENT HEAD: Derrick Cunningham, Sheriff

SUPERVISOR: Kevin Murphy, Chief Deputy

POSITION INFORMATION:

Position Title Public Safety Communications Dispatcher

Position Number 550483002 Replace S McInvale

Pay Grade A05 Pay Range \$32,318 - \$48,286

Proposed Effective Date September 23, 2019

Type of Hire (☒) New (☐) Promotional

Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham Date September 3,, 2019

Department Head

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date 09/03/2019

Employee Benefit Manager

Sherrill Thomas Date 9/4/2019

Finance Director

ADMINISTRATIVE APPROVAL:

County Administrator

Date _____

POSITION FILL REQUEST- BUDGETED VACANCY

AGENDA

SEP 16 2019

DEPARTMENT: Montgomery County Youth Facility
DEPARTMENT HEAD: Brandi K. Alexander
SUPERVISOR: Brandi K. Alexander

POSITION INFORMATION:

Position Title Juvenile Detention Officer (to replace R Taylor)
Position Number 900300008 - gender specific male
Pay Grade PC1 Pay Range \$32,597 - \$48,705
Proposed Effective Date October 7, 2019
Type of Hire (☐) New (☒) Promotional
Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Brandi K. Alexander/lp Date 9/5/2019
Department Head

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date 09/05/2019
Employee Benefit Manager

Finance Director Date _____

ADMINISTRATIVE APPROVAL:

County Administrator Date _____

SEP 16 2019

POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT: Montgomery County Youth Facility
 DEPARTMENT HEAD: Brandi K. Alexander
 SUPERVISOR: Brandi K. Alexander

POSITION INFORMATION:

Position Title Juvenile Detention Officer (to replace Hutchinson)
 Position Number 910300004 - gender specific female
 Pay Grade PC1 Pay Range \$32,597 - \$48,705
 Proposed Effective Date October 7, 2019
 Type of Hire (☒) New (☐) Promotional
 Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Brandi K. Alexander/lp

Department Head

Date 9/5/2019

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date 09/05/2019

Sherrill Thomas

Finance Director

Date 9/5/2019

ADMINISTRATIVE APPROVAL:

 County Administrator

Date _____

Montgomery County Commission
Travel / Training Request Approval
Request # 27

AGENDA

SEP 16 2019

Date: September 3, 2019
To: Donald L. Mims, Administrator
From: Donald L. Mims
Re: Approval for the following travel:

Destination: Prattville, Alabama (Marriott Legends at Capitol Hill)
Departure Date: October 9, 2019 Return Date: October 10, 2019
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: to attend the (ACCA) CGEi Overview of County Government

Traveler (s) Name: 1. Loretta Burns 4. _____
2. _____ 5. _____
3. _____ 6. _____

Check Mode of Transportation: County Vehicle ☐ Commercial Air ☐
Private Vehicle ☒ Other (Specify) ☐

Total (est.) Cost: \$221.12 Advance Registration Required: \$185.00
Department Name: County Commission Fund Name: General

Additional Comments: Registration - \$185 Mileage \$37.12
All Expense will be incurred in the 2020 Budget

To: Donald L. Mims
From: Donald L. Mims, Administrator

The above request is app. 9/16/19 reimbursement of actual and necessary expenses in the
approximate amount of \$221.12 and advance registration of \$185.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-51100.265 (ex: 000-00000-000)</u>
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$33,900.00</u>
Approved Requests:	<u>\$33,848.47</u>
Budget Available:	<u>\$51.53</u>
Current Requests:	<u>\$0.00</u>
Budget Balance:	<u>\$51.53</u>

Donald L. Mims, Administrator


Reviewed by: S. Thomas
Date: 9/3/2019
cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 6

AGENDA

SEP 16 2019

Date: September 11, 2019
To: Donald L. Mims, Administrator
From: Chief Clerk Octavius Jackson
Re: Approval for the following travel:

Destination: Tuscaloosa, AL
Departure Date: October 30, 2019 Return Date: October 31, 2019
Conference Leave (Days / Hours): 2 days
Purpose of Travel: To attend the 2019 Election Conference for Probate Judges

Traveler (s) Name: 1. Octavius Jackson 4. _____
2. Darryl Parker 5. _____
3. _____ 6. _____

Check Mode of Transportation: County Vehicle ☐ Commercial Air ☐
Private Vehicle ☒ Other (Specify) ☐

Total (est.) Cost: \$1,465.98 Advance Registration Required: \$600.00

Department Name: Probate Fund Name: 001-51300-265

Additional Comments: Mileage = \$154.28 Meals \$75 x 2 (days) = \$150 x 2 = \$300
Registration - \$300 per person = \$600 Hotel - \$205.85 per night per person = \$411.70
ALL EXPENSE WILL BE INCURRED IN THE 2020 BUDGET

To: Chief Clerk Octavius Jackson

From: Donald L. Mims, Administrator

The above request is app. 9/16/19 reimbursement of actual and necessary expenses in the
approximate amount of \$1,465.98 and advance registration of \$600.00 is authorized.

To be completed by the Finance Department		
Fund Code:	<u>001-51300.265</u>	(ex: 000-00000-000)
Description:	<u>Registration and Training</u>	
Current Budget:	<u>\$17,000.00</u>	
Approved Requests:	<u>\$9,372.99</u>	
Budget Available:	<u>\$7,627.01</u>	
Current Requests:	<u>\$0.00</u>	
Budget Balance:	<u>\$7,627.01</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 9/12/2019

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 13

AGENDA

SEP 16 2019

Date: 09/11/2019
To: Donald L. Mims, Administrator
From: Terri Henderson, Revenue Manager
Re: Approval for the following travel:

Destination: Prattville, AL (Marriott Legends Hotel and Conference Center at Capitol Hill)
Departure Date: 10/09/2019 Return Date: 10/10/2019
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: Attend CGEI CROAA: Business Licenses, Tags & Other Local Revenue. Attendee Will Earn 12 CPE Hours That Will Apply Toward Her Initial CCRO Certification Requirements.

Traveler (s) Name: 1. Barbara Brouillard 4. _____
2. _____ 5. _____
3. _____ 6. _____

Check Mode of Transportation: County Vehicle ☒ Commercial Air ☐
Private Vehicle ☐ Other (Specify) ☐

Total (est.) Cost: \$242.12 Advance Registration Required: \$185.00

Department Name: Tax & Audit Fund Name: 001-51800-265

Additional Comments: Advance Online Registration Fee \$185.00; Mileage \$37.12. Meals \$20.00.
CROAA Class Sponsored By The ACCA.
NOTE: FUNDS TO BE TAKEN FROM FY2020 BUDGET.

To: Terri Henderson, Revenue Manager
From: Donald L. Mims, Administrator

The above request is app. 9/16/19 reimbursement of actual and necessary expenses in the
approximate amount of \$242.12 and advance registration of \$185.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-51800.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$12,850.00</u>
Approved Requests:	<u>\$8,362.86</u>
Budget Available:	<u>\$4,487.14</u>
Current Requests:	<u>\$0.00</u>
Budget Balance:	<u>\$4,487.14</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 9/12/2019

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 51

AGENDA

SEP 16 2019

Date: September 9, 2019
To: Donald L. Mims, Administrator
From: Sheriff Derrick Cunningham
Re: Approval for the following travel:

Destination: Tuscaloosa, AL
Departure Date: October 30, 2019 Return Date: October 31, 2019
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: attend Alabama Joint Election Conference

Traveler (s) Name: 1. Sheriff Cunningham 4. _____
2. Major Gayle Atchison 5. _____
3. _____ 6. _____

Check Mode of Transportation: County Vehicle ☒ Commercial Air ☐
Private Vehicle ☐ Other (Specify) ☐

Total (est.) Cost: \$1,500.00 Advance Registration Required: \$790.00

Department Name: Montgomery County Sheriff's Office Fund Name: 001-52110.265

Additional Comments: _____
All Expense will be incurred in the 2020 budget.

To: Sheriff Derrick Cunningham
From: Donald L. Mims, Administrator

The above request is app. 9/16/19 reimbursement of actual and necessary expenses in the
approximate amount of \$1,500.00 and advance registration of \$790.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>001-52110.265</u>	(ex: 000-00000-000)
Description:	<u>Registration and Training</u>	
Current Budget:	<u>\$40,000.00</u>	
Approved Requests:	<u>\$37,590.00</u>	
Budget Available:	<u>\$2,410.00</u>	
Current Requests:	<u>\$0.00</u>	
Budget Balance:	<u>\$2,410.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 9/10/2019

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 3

AGENDA

SEP 16 2019

Date: 9/5/2019
To: Donald L. Mims, Administrator
From: Holly Leverette, Director of RM
Re: Approval for the following travel:

Destination: Brentwood Tennessee
Departure Date: 10/7/2019 Return Date: 10/9/2019
Conference Leave (Days / Hours): 3 days
Purpose of Travel: CareHere Symposium

Traveler (s) Name: 1. Holly Leverette 4. _____
2. _____ 5. _____
3. _____ 6. _____

Check Mode of Transportation: County Vehicle ☐ Commercial Air ☐
Private Vehicle ☒ Other (Specify) ☐

Total (est.) Cost: \$630.00 Advance Registration Required: \$0.00

Department Name: Risk Management Fund Name: Liability

Additional Comments: _____
All Expense will be incurred in FY 2020

To: Holly Leverette, Director of RM

From: Donald L. Mims, Administrator

The above request is app. 9/16/19 reimbursement of actual and necessary expenses in the
approximate amount of \$630.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>007-51120.265</u>	(ex: 000-00000-000)
Description:	<u>Registration and Training</u>	
Current Budget:	<u>\$12,000.00</u>	
Approved Requests:	<u>\$457.72</u>	
Budget Available:	<u>\$11,542.28</u>	
Current Requests:	<u>\$0.00</u>	
Budget Balance:	<u>\$11,542.28</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 9/5/2019

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 6

AGENDA

SEP 16 2019

Date: September 3, 2019
To: Donald L. Mims, Administrator
From: Phil Bryant-Exec. Director
Re: Approval for the following travel:

Destination: 4255 Taylor Road Montgomery AL 36116
Departure Date: September 19, 2019 Return Date: September 19, 2019
Conference Leave (Days / Hours): 1 day
Purpose of Travel: To attend Law Enforcement Summit

Traveler (s) Name: 1. Jeffery Solomon 4. _____
2. Demetric Shipman 5. _____
3. _____ 6. _____

Check Mode of Transportation: County Vehicle ☒ Commercial Air ☐
Private Vehicle ☐ Other (Specify) ☐

Total (est.) Cost: \$0.00 Advance Registration Required: \$0.00

Department Name: Community Corrections Fund Name: Community Corrections

Additional Comments: _____

To: Phil Bryant, Executor Director

From: Donald L. Mims, Administrator

The above request is app. 9/16/19 reimbursement of actual and necessary expenses in the
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

To be completed by the Finance Department		
Fund Code:	<u>124-52960.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$3,900.00</u>	
Approved Requests:	<u>\$2,091.42</u>	
Budget Available:	<u>\$1,808.58</u>	
Current Requests:	<u>\$0.00</u>	
Budget Balance:	<u>\$1,808.58</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 9/3/2019

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 7

AGENDA

SEP 16 2019

Date: September 9, 2019
To: Donald L. Mims, Administrator
From: Phil Bryant-Executor Director
Re: Approval for the following travel:

Destination: 300 Dexter Avenue Montgomery, AL 36106
Departure Date: September 23, 2019 Return Date: September 23, 2019
Conference Leave (Days / Hours): 1 day
Purpose of Travel: To attend Veteran Enhancement Training (AOC)

Traveler (s) Name: 1. Demetric Shipman 4. _____
2. _____ 5. _____
3. _____ 6. _____

Check Mode of Transportation: County Vehicle ☒ Commercial Air ☐
Private Vehicle ☐ Other (Specify) ☐

Total (est.) Cost: \$0.00 Advance Registration Required: \$0.00

Department Name: Community Corrections Fund Name: Community Corrections

Additional Comments: _____

To: Phil Bryant, Executor Director

From: Donald L. Mims, Administrator

The above request is app. 9/16/19 reimbursement of actual and necessary expenses in the
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>124-52960.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$3,900.00</u>	
Approved Requests:	<u>\$2,091.42</u>	
Budget Available:	<u>\$1,808.58</u>	
Current Requests:	<u>\$0.00</u>	
Budget Balance:	<u>\$1,808.58</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 9/10/2019

cc: Finance Director / Buyer