

REGULAR MEETING
MONTGOMERY COUNTY COMMISSION

APRIL 27, 2009

AGENDA
INFORMATION SESSION

Call to Order, Welcome at 8:00 a.m.

Prayer Led by Commissioner Williams

Reports from Staff:

County Administrator
Deputy Administrator
County Attorney
County Engineer

Comments from Scheduled Attendees:

Probate Judge Reese McKinney, Jr., and Director of Elections Trey Granger
Executive Director Bill Tucker with Central Alabama Regional Planning and
Development Commission

Recess to Formal Session

FORMAL SESSION

Welcome at 9:30 a.m.

Invocation by Commissioner Ingram

Pledge of Allegiance Led By Commissioner Polizos

Call of Roll to Establish Quorum

Presentation of the Minutes of the Regular Meeting of April 13, 2009

RESOLUTION:

Consider Adoption of Resolution Proclaiming May 3-9, 2009, as National County
Government Week

NEW BUSINESS:

1. Consider Approval of Reappointment of Member to North Montgomery Volunteer Fire Protection Authority, County Commission
2. Consider Approval of Reappointment of Member to Pintlala Water and Fire Protection Authority, County Commission
3. Consider Approval of Reappointment of Member to Sellers Station Water and Fire Protection Authority, County Commission
4. Consider Approval of Reappointment of Members to Catoma Volunteer Fire Protection Authority, County Commission
5. Consider Approval of Reappointment of Member to Pike Road Volunteer Fire Protection Authority, County Commission
6. Consider Approval of Appointment of Members to Rolling Hills-Lakes Volunteer Fire Department, County Commission
7. Consider Approval of Appointment of Members to Pine Level Water Authority Board of Director, County Commission
8. Consider Approval of Appointment of Members to South Montgomery County Fire Protection Authority and Rescue Squad, County Commission
9. Consider Approval of Reappointment of Member to Montgomery Area Mental Health Authority, County Commission
10. Consider Approval of W.A.I.T. Grant Budget Revision, Youth Facility
11. Consider Approval of Award of Request for Proposal for GPS Offender Tracking System to G4S, Inc., RFP No. 51100-09P-004, Community Corrections
12. Consider Approval of Data Conversion Agreement with Micro Images, Inc., Probate Judge's Office
13. Consider Approval to Assign the Telephone Operator's Cubicle on 2nd Floor in Annex I to the Sheriff's Office, Sheriff's Office
14. Consider Approval of Allocation of Office Space to Information Systems Department, Information Systems
15. Consider Approval of Payment of Membership Dues to Leadership Montgomery for Commissioner Williams, County Commission

16. Consider Approval of Miscellaneous Appropriations Reprogramming Requests, County Commission
17. Consider Approval of Bid Award for Catering of an Employee Luncheon, Bid No. 51100-09B-009, County Commission
18. Consider Approval of Transfer of a Restitution Unit Employee to a Legal Support Assistant (LSA) Position and Related Position Fill Request, District Attorney's Office
19. Consider Rescinding Approval for 14 Clerk Positions and Approval of Two (2) Additional Court Security Officers, for the COPS Non-Law Enforcement Hiring Grant, Sheriff's Office
20. Consider Approval of Travel/Training Requests (5)

Reports from Staff:

County Administrator
Deputy Administrator
County Engineer
County Attorney

Comments from Citizens

Discussion Items by Commissioners

Recess to Special Call Meeting of the Montgomery County Emergency
Management Communications District Board

Recess to Information Session

INFORMATION SESSION

Comments from Scheduled Attendees:

Juvenile Court Administrator Bruce Howell
President & CEO Alice Murphy with Council on Substance Abuse
Attorney Chris S. Simmons

Reports from Staff:

County Administrator
Deputy Administrator
Manager of Public Affairs

Adjourn

CALENDAR OF EVENTS

APRIL 27, 2009

Regular County Commission Meeting
8:00 a.m. - Information Session
9:30 a.m. - Formal Session
After Conclusion of the Formal Session, an
Information Session will be conducted until
12:00 Noon.

MAY 11, 2009

Regular County Commission Meeting
8:00 a.m. - Information Session
9:30 a.m. - Formal Session
After Conclusion of the Formal Session, an
Information Session will be conducted until
12:00 Noon.

MAY 25, 2009

County Holiday (National Memorial Day)

MAY 26, 2009

Regular County Commission Meeting
8:00 a.m. - Information Session
9:30 a.m. - Formal Session
After Conclusion of the Formal Session, an
Information Session will be conducted until
12:00 Noon.

JUNE 8, 2009

Regular County Commission Meeting
8:00 a.m. - Information Session
9:30 a.m. - Formal Session
After Conclusion of the Formal Session, an
Information Session will be conducted until
12:00 Noon.

JUNE 22, 2009

Regular County Commission Meeting
8:00 a.m. - Information Session
9:30 a.m. - Formal Session
After Conclusion of the Formal Session, an
Information Session will be conducted until
12:00 Noon.

PERSONNEL ACTIONS

Fill action continues for 1 Clerk Typist II – County Commission Office
Fill action continues for 1 Finance Director – Finance Department
Fill action continues for 1 Grant Specialist – Public Affairs Department
Fill action continues for 1 Legal Support Assistant – District Attorney's Office
Fill action continues for 2 Customer Service Clerks – Probate Judge's Office
Fill action continues for 1 Clerk III – Probate Judge's Office
Fill action continues for 1 Probate Court Clerk – Probate Judge's Office
Fill action continues for 1 Clerk III – Revenue Commissioner's Office
Fill action continues for 1 Clerk Typist II – Support Services Department
Fill action continues for 1 Program Analyst I – Information Systems Department
Fill action continues for 1 Identification Officer – Sheriff's Office
Fill action continues for 1 Clerk Typist II – Sheriff's Office
Fill action continues for 1 Emergency Communication Operator I – Sheriff's Office
Fill action continues for 1 Emergency Communication Operator II – Sheriff's Office
Fill action continues for 1 Fingerprint Classifier II – Sheriff's Office
Fill action continues for 1 Deputy Sheriff Lieutenant – Sheriff's Office
Fill action continues for 1 Building Security Officer – Sheriff's Office
Fill action continues for 26 Corrections Officer Trainees/Corrections Officers – Detention Facility
Fill action continues for 5 Corrections Officer Sergeants – Detention Facility
Fill action continues for 6 Store Clerk I's – Detention Facility
Fill action continues for 14 Clerk II's – Detention Facility
Fill action continues for 1 Juvenile Detention Officer – Youth Facility
Fill action continues for 1 Relief Juvenile Detention Officers – Youth Facility
Fill action continues for 1 County Road Equipment Operator I – Engineering Department
Fill action continues for 1 Civil Engineer Tech I – Engineering Department
Fill action continues for 1 Worthless Check Director – District Attorney's Worthless Check Unit
Fill action continues for 1 Clerk IV – District Attorney's Worthless Check Unit
Fill action continues for 1 Clerk II – District Attorney's Worthless Check Unit
Fill action continues for 1 Case Manager I's – District Attorney's Child Support Unit

April 27, 2009

RESOLUTION

WHEREAS, the nation's 3,608 counties provide a variety of essential public services to communities serving 300 million Americans; and

WHEREAS, Montgomery County and all counties take seriously their responsibilities to protect and enhance the health, welfare and safety of its residents in sensible and cost-effective ways; and

WHEREAS, many county government initiatives and programs involve the protection of valuable and vulnerable environmental resources in communities; and

WHEREAS, the National Association of Counties is the only national organization that represents county governments in the United States; and

WHEREAS, the National Association of Counties created *National County Government Week* in 1991 to raise public awareness and understanding about the roles and responsibilities of the nation's counties to meet the needs of the community; and

WHEREAS, NACo and Montgomery County are working together to Restore the Partnership between all levels of government to better serve American communities;

NOW THEREFORE, BE IT RESOLVED THAT the Montgomery County Commission does hereby proclaim May 3-9, 2009 as *National County Government Week* and encourages all Montgomery County officials, employees, schools and residents to participate in County Government Week activities.

We hereby certify that the above Resolution was adopted by the Montgomery County Commission on this, the 27th day of April, 2009.

TODD STRANGE
CHAIRMAN

ELTON N. DEAN, SR.
VICE CHAIRMAN

REED INGRAM
DIMITRI POLIZOS
JILES WILLIAMS, JR.

A COUNTY OLDER THAN THE STATE

MONTGOMERY COUNTY COMMISSION

P.O. BOX 1667
MONTGOMERY, ALABAMA 36102-1667

ESTABLISHED 1816

DONALD L. MIMS, CPA, MPA
ADMINISTRATOR
JOHN A. MITCHELL, SR.
DEPUTY ADMINISTRATOR
(334) 832-1210
FAX (334) 832-2533
TDD (334) 265-3568
www.mc-ala.org

Agenda

APR 27 2009

April 9, 2009

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: North Montgomery Volunteer Fire Protection Authority Board
Appointments

The term of Mr. Harold Rhodes has expired as a board member of the North Montgomery Volunteer Fire Protection Authority. I contacted Mr. Thomas Barker, President of North Montgomery Volunteer Fire Protection Agency and he recommended the reappointment of Mr. Rhodes to this Board.

I am requesting that the Commission consider approval of this reappointment.

DLM/tn

North Montgomery Volunteer
Fire Protection Authority

Members:

Term Expires:



Harold Rhodes
112 Hope Drive
Montgomery, AL 36110
Home: 272-2223

3/1/2009

Thomas Barker
4511 Coosada Ferry Road
Montgomery, AL 36110
Home: 263-0307
Cell: 850-1782
Southern Linc: 82*1782

3/1/2011

Tom Gaddy
101 Hope Drive
Montgomery, AL 36110
Home: 277-9630

3/1/2011

John Doss
64 Maplewood Drive
Montgomery, AL 36110
Home: 265-9441

3/1/2013

Joe Glenn
4560 Coosada Ferry Road
Montgomery, AL 36110
Home: 264-5795

3/1/2013

Term: 6 years

TODD STRANGE
CHAIRMAN

ELTON N. DEAN, SR.
VICE CHAIRMAN

REED INGRAM
DIMITRI POLIZOS
JILES WILLIAMS, JR.

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APR 27 2009

April 9, 2009

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Pintlala Water and Fire Protection Authority Board Appointments

The term of Mr. Wayne G. Hatcher has expired as a board member of the Pintlala Water and Fire Protection Authority. I contacted Mr. Cecil G. Brendle with the Pintlala Water and Fire Protection Authority and he recommended the reappointment of Mr. Hatcher to this Board.

I am requesting that the Commission consider approval of this reappointment.

DLM/tn

Pintlala Water & Fire Protection Authority

Members:

Term Expires:

L. E. Ward
2710 Pettus Road
Hope Hull, AL 36043

3/1/2011

Cecil Brendle
308 Pettus Road
Hope Hull, AL 36043
Phone: 281-4282

3/1/2013



Wayne G. Hatcher
195 Lamar Road
Hope Hull, AL 36043
Phone: 281-4180

3/1/2009

Cc: Chairman (Brendle)
Maintenance: Fran Pugh, 288-5054)

Term: 6 years

TODD STRANGE
CHAIRMAN

ELTON N. DEAN, SR.
VICE CHAIRMAN

REED INGRAM
DIMITRI POLIZOS
JILES WILLIAMS, JR.

A COUNTY OLDER THAN THE STATE

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TDD (334) 265-3568
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Agenda

APR 27 2009

April 9, 2009

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Sellers Station Water and Fire Protection Authority Board Appointments

The term of Mr. Dan Singleton has expired as a board member of the Sellers Station Water and Fire Protection Authority. I contacted Mr. Robert Guy with Sellers Station Water and Fire Protection Authority and he recommended the reappointment of Mr. Singleton to this Board.

I am requesting that the Commission consider approval of this reappointment.

DLM/tn

Sellers Station Water and Fire Protection Authority

Members:

Term Expires:

Robert Guy
2632 Brady Road
Letohatchee, AL 36047
Phone: 288-3203

3/1/2013

Moses M. Sellers
815 West Hickory Grove Road
Lapine, AL 36046
Phone: 288-4626 or 288-0696

3/1/2011



Dan Singleton
22862 US Highway 331
Lapine, AL 36046
Phone: 334.562.3890

3/1/2009

CC: President Guy
Maintenance: Moses M. Sellers, 288-4626

Term: 6 years

CATOMA VOLUNTEER FIRE PROTECTION AUTHORITY, INC.
50 Booth Road
Montgomery, AL 36108

Agenda

APR 27 2009

Donnie Mims
Montgomery County Commission
101 S. Lawrence Street
Montgomery, AL 36108

Dear Mr. Mims:

The annual meeting of the corporation of Catoma Volunteer Fire Protection Authority Inc. was held on March 26, 2009. The enclosed by-laws were unanimously accepted by a vote of corporate members at that time. Please keep a copy of these signed by-laws in the file for Catoma Volunteer Fire Protection Authority Inc. They are intended to replace any by-laws previously executed.

In addition Catoma Volunteer Fire Protection Authority Inc. held an annual election at the March 26, 2009 meeting. As a result, the following were elected and will hold office for a two year term beginning March 26, 2009:

Ms. C. J. Widener, Secretary
5916 Pine Trace
Box B-4
Montgomery, AL 36108

Frances Wood, Member at Large #1
1120 Cantelou Road
Montgomery, AL 36108

Leila Fisher, Member at Large #2 (completing a one year term only)
6519 Ashwood Circle
Montgomery, AL 36108

Spencer Searight, President
145 Sunset Ridge
Montgomery, AL 36108

*Term to
Expire 3/1/2011*

The following officers have another year to complete their two year terms of office:

Amanda Marshall, Treasurer
54 Nora Lane
Montgomery, AL 36108

Martin Mayer, Vice President
6716 Old Selma Road
Montgomery, AL 36108

*Term to
Expire 3/1/2011*

The fire chief serves a continuous term at the discretion of the Board:

Bobby Brooks, Chief
1415 Cantelou Road
Montgomery, AL 36108

Thank you for your assistance and cooperation.

Sincerely,

A handwritten signature in black ink, appearing to read 'Martin Mayer', followed by a long horizontal flourish.

Martin Mayer,
Vice President
Catoma Volunteer Fire Protection Authority, Inc.

Catoma Volunteer Fire
Protection Authority

Updated 12/2007

Officers:

Term Expires:

George W. Vinson, President
324 Dublin Place
Montgomery, AL 36108
Home: 262-3440, Work: 832-5506, Pager: 519-6245

3/1/2009

Spence Searight, Vice President
145 Sunset Ridge
Montgomery, AL 36108
Home: 240-8400

3/1/2009

Carol "CJ" Widener, Secretary
Box B-4, 5916 Pine Trace
Montgomery, AL 36108
Home: 834-4680

3/1/2009

Amanda Marshall, Treasurer
57 Nora Lane
Montgomery, AL 36108
Home: 264-2556

3/1/2009

Members:

Melba Walker
200 Geary Drive
Montgomery, AL 36108
Home: 264-1709

3/1/2009

Leon Morgan
104 Dee Drive
Montgomery, AL 36108
Home: 264-4929

3/1/2009

Robert Brooks, Jr., Chief
1415 Cantelou Road
Montgomery, AL 36108
Home: 265-8296 Pager: 571-9237

3/1/2009

Term: 2 years

Agenda

APR 27 2009

Jackson Landscape Inc.

P.O. Box 640307

Pike Road, AL 36064

Dear Mr. Mims,

I have spoken with Ms. Jane James about a reappointment for another term as director and she is willing to do so. I ask that you reappoint her to another term, she is a very important part of the management of the fire department.

Thank You,

Sincerely,


Jack Jackson

Pike Road Fire Department

Pike Road Volunteer
Fire Protection Authority

Members:

Term Expires:

Jack Jackson
53 Avenue of the Waters
P.O. Box 640307
Pike Road, AL 36064
Home: 239-7716 Cell: 300-1690
Fax: 239-7718
Ljack9@knology.net

3/1/2011

Ty L. Glassford
1012 Merrywood Drive
Pike Road, AL 36064
Home: 277-6334 Work: 271-4000

3/1/2013



Jane James
1864 Flowers Road
Mathews, AL 36052-3003
Home: 272-1734

3/1/2009

Cc: Attorney Philip H. Butler (261-4211)
Bradley Arant Firm
Montgomery, AL

Attorney Ted Jackson (206-3100)
Rushton, Stakely Firm
Montgomery, Al

Pike Road Volunteer Fire Protection Authority
P.O. Box 640099
Pike Road, AL 36064

Term: 6 years

Agenda

APR 27 2009

March 15, 2009
Mr. Donald L. Mims
Montgomery County Commission
P. O. Box 1667
Montgomery, AL 36102-1667

Dear Mr. Mims:

We respectfully request that you submit to the Montgomery County Commission for approval the enclosed list indicating the newly elected Board of Directors and Board officers for the RHLVFD, Inc.

The Annual Meeting of the RHLVFD Corporation was held on February 21, 2009 at the Fire Station. At the meeting, five existing board members were reelected and two new members were elected. Terms of the remaining six are for one year, according to our By-Laws.

By vote of the Corporation, Mr. Greg Brannon, was elected to the position of Secretary. The remaining officers of the Board were reelected for the year 2009.

Enclosed you will find a current roster listing the Board of Directors and Board Officers, their home addresses, and their terms of office.

Respectfully,


James P. Sutton
Secretary

Enclosure: Board Roster

**ROLLING HILLS-LAKES VOLUNTEER FIRE DEPARTMENT, INC.
BOARD OF DIRECTORS ROSTER MAR 2009 – 2011**

March, 2009

	POSITION	ADDRESS AND PHONE NO.	TERM DESIG.	TERM
	PRESIDENT Harvey Bartlett	5848 Trotman Rd. 36116 H 281-7847 <cbart@charter.net.com>	I	2008-2010
	VICE PRESIDENT Phillip Burwell	1545 Mt. Zion Rd. Ramer, AL 36069 H 286-1888 C 343-2622	L	2008-2010
*	SECRETARY Greg Brannon	7453 Muirfield Loop H 613-1706 C799-4234	G	2009-2011
*	TREASURER Gerri Walley	7054 Knoll Loop 36116 288-2078	D	2009-2011
	BOARD MEMBERS			
*	Don Schofield	5836 Trotman Road 36116 H 281-6864 C 300-9068 dvschofield@charter.net	F	2009-2011
*	Carmine Roberto	416 Doral Trace 36116 H 288-4556 <iroberto@charter.att.net>	C	2009-2011
*	Jim Sutton	7002 Fairway Drive H 281-9591 <jsutton70@bellsouth.net	A	2009-2011
	Alfonso Patterson	4651 Vanderbilt Drive, 36116 H 281-2134	K	2008-2010
	Billy Rotton	879 Meriwether Rd., 36064 H 286-1058 W 284-3220 <brotton@lawsontrucking.com>	M	2008-2010
	Jan Wercinski	354 Mizell Rd., 36116 H 284-2322 <jwercinski@aol.com>	H	2008-2010
	Richard Fagan	1180 Meriwether Rd., Pike Rd., AL 36064 H 288-3537 C 201-4122	J	2008-2010
*	James Labadie	7466 Fairway Drive 36116 H 284-3463	E	2009-2011
*	Gregory (Brent) Nix	7001 Fairway Drive (H) 06491333 (C) 2681929	B	2009-2011

Rolling Hills/Lakes VFD

Members:**Term Expires:****President:**

Harvey Bartlett	5848 Trotman Rd 36116	H 281-7847 E cbart@aol.com	2/28/2010
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Vice President:

Philip Burwell	1545 Mt. Zion Rd. Ramer 36069	H 286-1888 C 343-2622	2/28/2010
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Treasurer:

Joan Ulferts	574 Roark Trace 36116	H 281-3016 W 288-3875 E julferts@aol.com	2/28/2009
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Secretary:

James P. Sutton	7002 Fairway Dr 36116	H 281-9591	2/28/2009
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Board Members:

Don Schofield	5836 Trotman Rd 36116	H 281-6864 C 300-9068	2/28/2009
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Carmine A. Roberto	416 Doral Trace 36116	H 288-4556 E iroberto@worldnet.att.net	2/28/2009
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Jerry Ziglar	481 Old Farm Ln 36116	H 281-0223	2/28/2009
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Alfonso Patterson	4651 Vanderbilt Dr. 36116	H 281-2134	2/28/2010
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James Barber	1176 Meriwether Rd. Pike Rd, 36064	H 284-6209 C 303-6846	2/28/2009
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Jan Wercinski	354 Mizell Rd 36116	H 284-2322 E jwercincki@aol.com	2/28/2010
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Richard Fagan	1180 Meriwether Rd. Pike Rd. 36064	H 288-3537 C 201-4122	2/28/2010
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Billy Rotton	879 Meriwether Rd. Pike Rd. 36064	H 286-1058 W 284-3220 E brotton@lawsontrucking.com	2/28/2010
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Lomack Bean	113 Mizell Road 36116	H 284-1888 C 221-6671	2/28/2009
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Agenda

APR 27 2009

Montgomery County Commission
P.O. Box 1667
Montgomery, AL 36102-1667

Dear Commissioners:

This letter is to inform you that **Tommy O. Sikes** of 25882 Hwy 231, Grady AL 36036 has agreed to continue serving on the Pine Level Water Authority Board of Directors.

His current term expired in March 2009. He will begin his new five year term immediately.

Also, **John Faircloth** of 10108 Hwy 94, Grady AL 36036 has respectfully requested that his resignation be accepted. The Board requests **Win Broadway** of 15415 Meriwether Trail, Ramer AL 36069 be appointed to serve the remainder of Mr. Faircloth's term.

If you have any questions, please call (334)584-7120.

Thank you.



Tamara Ray for

Tommy O. Sikes
President, Pine Level Water Authority Board of Directors

Pine Level Water Authority

Members:

Term Expires:



Tommy O. Sikes (Chairman)
25882 Troy Highway
Grady, AL 36036
Home: 584-7621
Work: 584-7016

3/1/2009

Flora Merritt
13268 County Road 1101
Goshen, AL 36035
(Appt. by Pike County)

3/1/2011

Terry Stone (Sec.- Treas.)
140 Dear Run Road
Grady, AL 36036

3/1/2013



John Faircloth (Vice President)
10108 State Highway 94
Grady, AL 36036

3/1/2014

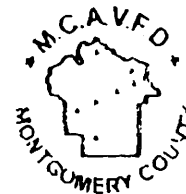
Charles "Trey" Trussell, III
231 Patsaliga Lane
Grady, AL 36036

3/1/2012

cc: Chairman Sikes

Maintenance: Mr. Ryals, Dist. III, Engineering Dept.

Term: 6 years

Agenda**APR 27 2009****SOUTH MONTGOMERY VFD & RESCUE****P.O. BOX 116****RAMER, ALABAMA 36069**

April 9, 2009

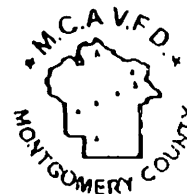
Subject: Board Member Appointment

Dear Commissioners,

At our last regular meeting the board position that has come up for renewal was discussed and the membership voted unanimously to reinstate Mr. Bill Livingston to another term as board member. It is his name that we present to you for your approval. Mr. Bill Livingston has been a member of our department for many years and is well acquainted with what it takes to make a Fire Department function. He is well suited for this position and we thank you for your consideration of Him as board member.

Sincerely,

Chief David Miles
South Montgomery VFD & Rescue

SOUTH MONTGOMERY VFD & RESCUE**P.O. BOX 116****RAMER, ALABAMA 36069**

April 9, 2009

Subject: Board Member Appointment

Dear Commissioners,

At our regular meeting the board position left vacant by the passing of Mr. Marcus Champlin was discussed. Several names were brought to the table both inside and out Side the department. The membership voted unanimously to have Mr. Robert Meadows to fill the rest of Mr. Champlins' term as board member. Robert is a member of our department and very active in and knowledgeable of the ongoing activities of a Fire Department. We would like to present his name to you for your approval to serve out this term as board member. Thanks for your consideration in this matter.

Sincerely,

Chief David Miles
South Montgomery VFD & Rescue

South Montgomery County
Fire Protection Authority and Rescue Squad

Members:

Term Expires:

Tom Ellis
11151 Hobbie Road
Ramer, AL 36069
Day: 562-3500
Night: 562-7990
Work: 562-3242

3/1/2011



Bill Livingston
1389 Old Barnes Road
Mathews, AL 36052
Home: 584-7650

3/1/2009



Marcus Champlin
Route 2
Grady, AL 36036
Home: 584-7633

3/1/2013

Cc: Chief David Miles
Rt. 2, Box 454
Ramer, AL 36069
334-562-9331 (work)
334-562-9382 (home)

(P.O. Box 116, Station Address)

(Maintenance: Tom Ellis, 562-3242, day
562-9280, night)- Fire Station #

Term: 6 years



MONTGOMERY AREA MENTAL HEALTH AUTHORITY
101 COLISEUM BOULEVARD, P.O. BOX 3223
MONTGOMERY, ALABAMA 36109
(334) 279-7830
mamhainc@aol.com

SERVING MONTGOMERY, ELMORE,
AUTAUGA AND LOWNDES COUNTIES

BARBARA KORNEGAY
PRESIDENT

HENRY E. PARKER
EXECUTIVE DIRECTOR

Agenda

APR 27 2009

March 25, 2009

Mr. Donald L. Mims
County Administrator
Montgomery County Commission
P.O. Box 1667
Montgomery, AL 36102-1667

Dear Mr. Mims:

This letter comes to you regarding an appointment to the Board of Directors of the Montgomery Area Mental Health Authority.

Rev. Albert Perkins, III, 425 North Moya Drive Montgomery, AL 36109 serves on the Board as appointed by the Montgomery County Commission. His terms expire April 1, 2009.

Rev. Perkins has expressed a willingness to be reappointed, and the Montgomery County Commission will need to reappoint Rev. Perkins, or appoint another Board member, to the Authority Board for a six year term beginning April 1, 2009 and expiring April 1, 2015.

I appreciate the consideration of the Montgomery County Commission. If I can ever be of assistance to you, please do not hesitate to call.

Sincerely,

A handwritten signature in black ink, appearing to read "Henry E. Parker".

Henry E. Parker
Executive Director
Montgomery Area Mental Health Authority, Inc.

Montgomery Area Mental Health Authority

Members:

Term Expires:



Rev. Albert Perkins, III
425 North Moye Drive
Montgomery, AL 36109

4/1/2009

Martha Hawkins
533 Martha Street
Montgomery, AL 36104

4/1/2013

Barbara W. Kornegay
2520 Leonidas Drive
Montgomery, AL 36106

4/1/2011

Mr. Henry E. Parker, Executive Director
Montgomery Area Mental Health Authority
P.O. Box 3223
Montgomery, AL 36109

Term: 6 years

[REDACTED]

Agenda

APR 27 2009

Memo

To: Donnie Mims

From: Bruce R. Howell



Date: 4/21/2009

Re: Grant Budget Amendment

Please find attached a proposed Grant Budget Amendment for submission to ADECA for the Commission's approval. This change reflects money that ADECA said we could request for updating our computers for the W.A.I.T. program clients and staff. This matter was discussed the Commissioners at their last working session. Please place the proposal on their agenda for April 27, 2009. Thank you for your consideration in this matter.

Budget Revision

Law Enforcement / Traffic Safety Division

401 Adams Avenue

P.O. Box 5690

Montgomery, Alabama 36103-5690

Subgrantee: _____

Subgrant #: _____

GENERAL: A Budget Revision may be submitted in accordance with the ADECA Law Enforcement/Traffic Safety Division Subgrantee Administrative manual anytime within the first nine (9) months of the 12 month project. A Budget Revision may be submitted anytime if there are extenuating circumstances, justified accordingly.

DETAILED INSTRUCTIONS:

1. The Budget Revision must cover the same period as the original budget and equal to the Total Project Cost” of the entire project. It must be completed because it will replace the approved “Current Budget” as now authorized.
2. The budget (pages 6 & 7) must be accompanied by a separate narrative (page 8) providing justifications for the changes made. The narrative should not be confused with continuation sheets of the budget pages so that the budget may be identified as a distinct document, whereas the narrative adds information clarifying “budget “items.
3. All detailed instructions included in the original Application Budget apply to the Budget Revision and are included on the reverse side of the preceding page, as it was in the original application.
4. Whenever the space for any budget category is inadequate to permit listing all items, the notation “See Continuation sheet” should be entered. Only the category total and subtotal should be inserted and all items in the category should be listed on a continuation page.

STATEMENT OF SUBGRANTEE REGARDING THE NEED FOR A BUDGET REVISION: Provided in general terms the purpose and/or the reason why a budget revision is desired at this time.

“A Budget Revision of the currently approved budget is requested as depicted in the following pages and as justified in the Budget Narrative accompanying this request. This request is made pursuant to that authorized by the ADECA Subgrantee Administrative Manual for the following reasons:

Authorized Official: _____
Type or Print Name

Authorized Official : _____
Signature

Date _____

(Must be signed by the Authorizing Official or the Financial Officer)

BUDGET NARRATIVE

Describe the computation of budget items & relate the budget to the project activities

PROFESSIONAL SERVICES:

This project will continue by a private contractor, Southeastern Psychiatric Management, Inc., a division of Mountain View hospital of Gadsden, Alabama. In the initial years of funding, salary and benefits for project staff were paid in this category. However, the Project Director is now a permanent employee of the sub-grantee and the position of Assistant Director has been eliminated. Therefore, the only costs in this category will be associated with the six (6) mentors who assist in conducting the project. Funds in this category will be managed internally by the contractor in accordance with accepted and enumerated County/ADECA audit policies.

The total amount requested for Professional Services is: \$24,960.01

OPERATING EXPENSES:

Office supplies are requested for the use of the mentors to carry out their goals and objectives with respect to assisting the clients in the project. Examples of items purchased in this category are, but not limited to: paper, pens, pencils, instructional work sheets, notebooks, educational videos/ software and printer cartridges.

The amount requested for Office supplies is: \$1,283.30

EQUIPMENT PURCHASE:

This project will include the purchase of the following equipment:

1. 5- Dell Vostro 1710 laptop computers at a cost of \$1,394.00 each, for a total of \$6,970.00
2. 5- Dell energy laptop messenger bags at a cost of \$27.50 each, for a total of \$137.50
3. 1- HP Office Jet Pro 8500 Printer at a cost of \$499.99 each, for a total of \$499.99
4. 1- Dell Ultra Sharp 2208 FP screen at a cost of 300.00 each, for a total of \$300.00
5. 3- Dell AS501 Sound Bar for flat screens at a cost of \$22.00 each, for a total of \$66.00
6. 3- Dell Optiplex 755 Advanced desktop computers a cost of \$797.00 each, for a total of \$2,391.00
7. 3- Dell Ultra Sharp 1908FP screens at a cost of \$163.18 each, for a total cost of \$489.54

This new computer equipment will replace the currently-used computers, screens, and printers being used in the program. The current computer equipment is utilized by the program's staff, mentors, and supervisors, and this equipment is now too obsolete to timely and effectively operate the program. The new equipment will assist the staff, mentors and supervisors with aiding their clients to better perform the methods and procedures, better enabling them to achieve the goals and objectives of the program.

Budget Prepared By:

Name: _____

Address: _____

Phone #: _____

If the Budget is prepared by an individual other than the Financial Officer, the Financial Officer must sign here as approving the budget as submitted.

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ADECA Law Enforcement/Traffic Safety Division 401 Adams Avenue P.O. Box 5690 Montgomery, AL 36103-5690					BUDGET REVISION		Page 6	
					Detailed Budget Explain the Increases / Decreases in the Budget Narrative on Page 8			
A. Personnel: List each individual with salary								
Name of Employee	Position / Title	Salary	Rate Of Pay (BW, SM)	% of Time Devoted to Project	Revised Budget	Current Budget	Increase (Decrease)	
		\$ -	26	100%	\$ -	\$ -	\$ -	
		\$ -	26	100%	\$ -	\$ -	\$ -	
		\$ -	26	100%	\$ -	\$ -	\$ -	
		\$ -	26	100%	\$ -	\$ -	\$ -	
		\$ -	26	100%	\$ -	\$ -	\$ -	
		\$ -	26	100%	\$ -	\$ -	\$ -	
		\$ -	26	100%	\$ -	\$ -	\$ -	
		\$ -	26	100%	\$ -	\$ -	\$ -	
Salaries Subtotal					\$ -	\$ -	\$ -	
Fringe Benefit Computation								
FICA	\$ -		7.650%		\$ -	\$ -	\$ -	
SUI	\$ -		0.000%		\$ -	\$ -	\$ -	
W/C	\$ -		0.000%		\$ -	\$ -	\$ -	
Health Insurance	\$ -	0	100.00%		\$ -	\$ -	\$ -	
Life Insurance	\$ -	0	100.00%		\$ -	\$ -	\$ -	
Retirement	\$ -	0	100.00%		\$ -	\$ -	\$ -	
Other	\$ -	0	100.00%		\$ -	\$ -	\$ -	
Other	\$ -	0	100.00%		\$ -	\$ -	\$ -	
Fringe Subtotal					\$ -	\$ -	\$ -	
Total Personnel Expenditures					\$ -	\$ -	\$ -	
B. Confidential Expenditures:								
<i>Prior approval of procedures is required</i>								
					Revised Budget	Current Budget	Increase (Decrease)	
1. Purchase of Services					\$ -	\$ -	\$ -	
2. Purchase of Evidence					\$ -	\$ -	\$ -	
3. Purchase of Specific Information					\$ -	\$ -	\$ -	
Total Confidential Expenditures					\$ -	\$ -	\$ -	
Professional Services:								
Must be itemized								
<i>List by individual or type of individual, with fee basis limited to a reasonable rate not to exceed \$450 per day.</i>								
1. Individual Consultants and/or Contracting of Service Organizations					Revised Budget	Current Budget	Increase (Decrease)	
Southeastern Psychiatric Management					\$ 24,906.01	\$ 24,906.01	\$ -	
					\$ -	\$ -	\$ -	
					\$ -	\$ -	\$ -	
					\$ -	\$ -	\$ -	
					\$ -	\$ -	\$ -	
					\$ -	\$ -	\$ -	
Total Professional Services					\$ 24,906.01	\$ 24,906.01	\$ -	

ADECA Law Enforcement/Traffic Safety Division 401 Adams Avenue P.O. Box 5690 Montgomery, AL 36103-5690			BUDGET REVISION		Page 7	
			Detailed Budget (Continued)			
D. Travel:						
Transportation & associated cost of project personnel. (Consultant travel is to be included in Category C)						
			Revised Budget	Current Budget	Increase (Decrease)	
Mileage:			\$ -	\$ -	\$ -	
Per Diem:			\$ -	\$ -	\$ -	
Conference Cost:			\$ -	\$ -	\$ -	
Other:			\$ -	\$ -	\$ -	
Total Travel Expense			\$ -	\$ -	\$ -	
E. Operating Expenses:						
Must be itemized						
			Revised Budget	Current Budget	Increase (Decrease)	
			\$ -	\$ -	\$ -	
Office Supplies			\$ 1,283.30	\$ -	\$ 1,283.30	
			\$ -	\$ -	\$ -	
			\$ -	\$ -	\$ -	
			\$ -	\$ -	\$ -	
			\$ -	\$ -	\$ -	
			\$ -	\$ -	\$ -	
			\$ -	\$ -	\$ -	
Total Operating Expense			\$ 1,283.30	\$ -	\$ 1,283.30	
F. Equipment Purchase:						
Must be itemized						
Item	Cost	Qty	Revised Budget	Current Budget	Increase (Decrease)	
Dell Vostro 1710 laptop computers	\$1,394	5	\$ 6,970.00	\$ -	\$ 6,970.00	
Dell Energy Laptop Messenger Bag	\$ 27.50	5	\$ 137.50	\$ -	\$ 137.50	
HP Office Jet Pro 8500 Printer	\$ 499.99	1	\$ 499.99	\$ -	\$ 499.99	
Dell Ultra Sharp 2208FP screen	\$ 300.00	1	\$ 300.00	\$ -	\$ 300.00	
Dell AS501 Sound bar for flat screen	\$ 22.00	3	\$ 66.00	\$ -	\$ 66.00	
Dell Optiplex 755 Advanced desktop computer	\$ 797.00	3	\$ 2,391.00	\$ -	\$ 2,391.00	
Dell Ultra Sharp 1908FP screen	\$ 163.18	3	\$ 489.54	\$ -	\$ 489.54	
			\$ -	\$ -	\$ -	
Equipment Purchase Subtotal			\$ 10,854.03	\$ -	\$ 10,854.03	
Lease or Rental Equipment						
	Cost	Qty				
	\$ -	0	\$ -	\$ -	\$ -	
	\$ -	0	\$ -	\$ -	\$ -	
	\$ -	0	\$ -	\$ -	\$ -	
Equipment Lease / Rental Subtotal			\$ -	\$ -	\$ -	
Total Equipment Expense			\$ 10,854.03	\$ -	\$ 10,854.03	
Total Project Cost			Revised Budget	Current Budget	Increase (Decrease)	
			\$ 37,043.34	\$ 24,906.01	\$ 12,137.33	
			\$ 37,043.34	\$ 24,906.01	\$ 12,137.33	
Matching Ratio:	ADECA / LETS %	90%	ADECA / LETS Support	\$ 33,339.01	\$ 22,415.41	\$ 10,923.60
	Match %	10%	Matching Contribution	\$ 3,704.33	\$ 2,490.60	\$ 1,213.73

Agenda

APR 27 2009

MEMORANDUM

TO: Donald L. Mims, Administrator

FROM: Pat Silas, Assistant Director *ps*
Support Services

DATE: April 23, 2009

SUBJECT: RFP No. 51100-09P-004, GPS Offender Tracking
Systems

Request approval of the above referenced Request For Proposal to the low qualifying proposal of G4S Justice Services, Inc., be placed on the agenda for the County Commission meeting on April 27, 2009.

Montgomery County Commission will have the option to purchase three different devices for the following prices:

- a. Passive (5 minute tracking with 30 minute call-in, plus immediate call-in for tampers) GPS at \$3.98 each.
- b. Hybrid (3minute tracking with 3 minute call-in, plus immediate call-in for tampers) at \$4.65 each.
- c. Active (1 minute tracking with 1 minute call-in, plus immediate call-in for tampers) at \$5.79 each

There are also loss/damage/ stolen insurance options which are available in the contract and other optional services, technology and equipment available during the life of the contract.

The contract period will begin on May 1, 2009 and will end on April 30, 2011, with the potential for up to three annual extensions. A price escalation may be allowed after 24 months, but shall not exceed 5% per year. Additional extensions may be considered beyond 5 years with no more than a 5% price escalation per annum.

This contract will also permit other public safety agencies within Montgomery County to have purchasing access to this contract for services.

Coordination of award made with Mr. Paul Brown of Community Corrections.

Your approval is appreciated.

Attachment

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

DATE: April 2, 2009

TO: Donnie Mims – County Administrator
Montgomery County Commission

FROM: Paul H. Brown – Executive Director 
Montgomery County Community Corrections

SUBJECT: Recommendation for GPS Offender Tracking System Contract Award
Future Commission Agenda Item

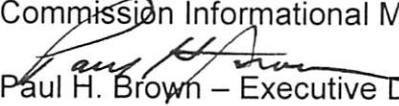
Mr. Mims:

The Montgomery County Community Corrections Department with the assistance of Pat Silas, and many stakeholders representing criminal justice and Community Corrections interests in Montgomery county, have completed the process of identifying a responsive and quality proposal for GPS Offender Tracking Systems Services. A total of five (5) vendors submitted materials in response to the Commissions Request for Proposal, with four (4) of these proposals being deemed sufficiently responsive to be evaluated and scored by a five (5) member panel representing stakeholders in the Criminal Justice system that serves the community. Each of the four (4) proposals represented reputable firms with equipment and technology that had the apparent capability to serve the needs of the Community Corrections Department and the Youth Facility.

I have contacted the representatives from the vendor who scored the highest score in the proposal evaluation process, and arrangements are being made for their representative to come to Montgomery County for a product capability demonstration scheduled for Wednesday afternoon, April 8, 2009 at 1:30 P.M.

Based on the evaluation of the proposals received, the Community Corrections Department is recommending that the County Commission approve a contract for the GPS Offender Tracking System services with G4S, Incorporated. The per diem cost for GPS Offender Tracking offered by this vendor was the lowest cost proposed (\$5.79/unit per day) while meeting all of the relevant technical specifications in the Request for Proposal.

Please place the GPS Offender Tracking contract on the agenda for the April 13, 2009, Commission Informational Meeting.


Paul H. Brown – Executive Director
Montgomery County Community Corrections Department

cc: Pat Silas – Purchasing

PAUL BROWN, EXECUTIVE DIRECTOR
(334) 832-7730 • FAX (334) 832-7176

JAIL/PRISON DIVERSION • DRUG COURT • COUNTY PROBATION • PRE-TRIAL RELEASE

11-2

Montgomery County Commission

[illegible]

11-3

Montgomery County Commission
RFP Number 51100-09P-004
GPS Offender Tracking System in Support of Montgomery County
Community Corrections and the Youth Facility

Proposal Score Tally

	BI	G4S	ProTech	SecureAlert
Scorer #1	76.767	82	64.46	48
Scorer #2	74.767	83	58.46	39
Scorer #3	88.767	96	88.46	41
Scorer #4	80.767	90	71.46	61
Scorer #5	81.767	83	63.46	55
Average Score	80.567	86.8	69.26	48.8

Notes: All scorers expressed their high opinion of the layout of BI's proposal, specifically mentioning the ease of scoring due to the fact of its sequential progression in relation to the actual RFP.

CONTRACTUAL AGREEMENT

THIS CONTRACTUAL AGREEMENT made and entered into as the 27th day of April, 2009, between G4S Justice Services, Inc. and Montgomery County Commission, Montgomery, Alabama

WHEREAS, G4S Justice Services, Inc. owns and operates a business and desires to provide GPS Offender Tracking Systems to Montgomery County Community Corrections Department and Youth Facility, in accordance with all provisions and specifications of RFP No. 51100-09P-004, as advertised by the by the Montgomery County Commission on February 23, 2009. (hereafter referred to as the RFP)

WHEREAS, In Consideration thereof, G4S Justice Services, Inc. and Montgomery County Commission agree as follows:

1. No portion of the contract shall be subcontracted out by G4S Justice Service, Inc. without the prior written approval of both the Montgomery County Commission Administrator and the Executive Director of the Montgomery County Community Corrections Department. Only those subcontractors that are specifically named in G4S Justice Service, Inc. proposal shall be given consideration for approval upon thorough review of the subcontractor's qualifications and ability to perform all relevant duties of the contract.
2. G4S Justice Service, Inc. must provide service to both the Montgomery County Community Corrections Department and the Montgomery County Youth Facility and be capable of designating between each entity for the purpose of monthly invoicing for services. The quoted unit cost per diem shall be the same for either entity and the aggregate number of GPS units (between all entities served) shall comprise the number of units utilized for any quantity discounts or reductions in unit per diem costs. It is the intent of the Montgomery County Commission to permit other public safety agencies within Montgomery County to have access to this contract for services
3. G4S Justice Service, Inc. shall provide expert testimony as to performance and methodologies of the vendor equipment as requested by the Agency or a subpoena. Reasonable travel expenses (according to the State of Alabama approved rates for employees) may be reimbursed for this service. Professional fees for testimony or Court appearances shall be limited to travel expenses.

4. For the entire term of the contract, G4S Justice Service, Inc. shall maintain general liability insurance and products liability insurance (either separate or combined) in an aggregate amount of at least one million dollars (\$1,000,000) naming the Montgomery County Commission and its authorized agents as additional insured(s). A copy of the Certificate of Insurance shall be provided upon the signing of the formal contract agreement and no later than the commission of actual services. The G4S Justice Service, Inc. shall provide 45 days notice to the County Commission of cancellation, non-renewal or material change of said insurance, including change of insurance provider.

5. The construction, interpretation, and enforcement of this agreement shall be governed by the laws of the State of Alabama, and exclusive venue for any and all legal actions and/or remedies under any contracts which may be derived as a result of this RFP shall be in Montgomery County, Alabama.

6. The Request for Proposal, G4S Justice Service, Inc. proposal and any subsequent contract for services shall, combined, constitute the Contract for Services between the successful proposing vendor and the Montgomery County Commission. Vendors shall be bound by representations, specifications, warranties and all other material aspects of their written proposal as well as those contained in the RFP. Exceptions to the vendor's ability to conform to any technical and/or material aspect of the RFP should clearly be indicated in the vendor's proposal, otherwise, it shall be the successful vendor's responsibility to deliver the services as specified for the cost quoted in the vendor's proposal. The contract period will begin on May 1, 2009 and will end on April 30, 2011, with the potential for up to three annual extensions. A price escalation may be allowed after 24 months, but shall not exceed 5% per year. Additional extensions may be considered beyond 5 years with no more than a 5% price escalation per annum.

7. The Montgomery County Commission reserves the right to cancel the proposed contract award with 30 days written notice for any reason including unavailability of funding. The Montgomery County Commission reserves the right to cancel the proposed contract award upon a finding of any uncorrected material deficiency in the vendor's delivery of services with 24 hours notice.

8. Corrected deficiencies that are resolved within a reasonable time (deemed to be 10 days or less) may be penalized on a daily unit pro-rata basis and deducted from any invoice submitted by the vendor. G4S Justice Services, Inc. shall have no right to cancellation of the proposed contract with the exception of the Montgomery County Commission's failure to make timely payment for services rendered (payment is generally made within 30 days of receipt of approved invoice).

9. The Montgomery County Commission reserves the right to convert to the proposed self monitored services upon 90 days notification at the rate included in the vendor's proposal for self monitoring.

The actual unit cost per day shall be invoiced according to actual active days any individual unit is utilized, inclusive of the beginning and end date of use.

10. G4S Justice Services, Inc. must provide service to both the Montgomery County Community Corrections Department and the Montgomery County Youth Facility and be capable of designating between each entity for the purpose of monthly invoicing for services. The quoted unit cost per diem shall be the same for either entity and the aggregate number of GPS units (between all entities served) shall comprise the number of units utilized for any quantity discounts or reductions in unit per diem costs. It is the intent of the Montgomery County Commission to permit other public safety agencies within Montgomery County to have access to this contract for services.

11. For the entire term of the contract, the vendor shall maintain general liability insurance and products liability insurance (either separate or combined) in an aggregate amount of at least one million dollars (\$1,000,000) naming the Montgomery County Commission and its authorized agents as additional insured(s). A copy of the Certificate of Insurance shall be provided upon the signing of the formal contract agreement and no later than the commission of actual services. The vendor shall provide 45 days notice to the County Commission of cancellation, non-renewal or material change of said insurance, including change of insurance provider.

The construction, interpretation, and enforcement of this agreement shall be governed by the laws of the State of Alabama, and exclusive venue for any and all legal actions and/or remedies under any contracts which may be derived as a result of this RFP shall be in Montgomery County, Alabama.

The Daily per diem cost for the GPS devices shall be as follows:

Passive (5 minute tracking with 30 minute call-in, plus immediate call-in for tampers) GPS:
\$3.98

Hybrid (3 minute tracking with 3 minute call-in, plus immediate call-in for tampers) GPS:
\$4.65

Active (1 minute tracking with 1 minute call-in, plus immediate call-in for tampers) GPS:
\$5.79

These prices are per unit per diem, and include all necessary equipment, supplies, training, and support, as well as on-site spare levels of 2 devices or 15% of active units, whichever is greater. These also include around-the-clock technical support and 2 vendor-provided and funded BlackBerry devices. The above referenced prices include 5% loss and or damage coverage (as determined by the number of actual devices deployed per individual agency – not combined).

For any equipment lost, damaged, or stolen above 5% (as determined by the number of actual devices deployed per individual agency – not combined) shall be:

OM210 GPS unit: \$900.00
GPS strap: \$75.00
GPS Back Plate: \$100.00
GPS Charger: \$100.00

Should the Montgomery County Commission wish to opt for vendor loss/damage insurance coverage above the quoted 5%, the per diem costs shall be as follows:

10%: Passive GPS \$4.30
Hybrid GPS \$4.97
Active GPS \$6.11

15%: Passive GPS \$4.39
Hybrid GPS \$5.06
Active GPS \$6.20

20%: Passive GPS \$4.48
Hybrid GPS \$5.15
Active GPS \$6.29

These costs are per diem per unit. These coverage levels can be changed at any time, but the change may not be retroactive.

Additional services, technology and equipment shall be made available to the Montgomery County Commission and all agencies that may be or become a party to this contract for services and shall include:

VI-CAP Video Capture Remote Breathe Alcohol Testing: \$5.50

(includes up to 2 tests/day, additional tests \$1.50 each)

G4S/Omnalink Domestic Violence Tracking (price includes 1 participant and 1 victim*) : \$22.00

(*Additional/multiple victim units can be added at their respective unit per day prices)

RF Patrol™ Continuous Signaling RF Equipment and Monitoring Services: \$3.00

RF Patrol™ Cellular Equipment and Monitoring Services: \$6.00

Voice Patrol™ Verification (includes up to 5 contacts per day): \$2.25

These costs are per unit per diem on an as-needed basis in addition to the primary GPS technology and services.

For lost, damaged, or stolen equipment, the following costs are quoted:

RF Patrol Bracelet: \$500.00

RF Patrol Home Unit: \$900.00

RF Patrol Cellular Home Unit: \$1,100.00

VI-CAP Tester: \$500.00

VI-CAP Camera: \$1,100.00

12. 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 G4S Justice Services, Inc.

IN WITNESS WHEREOF, we have hereunto set out hands on days and year first above written and the signing of this agreement signifies the acceptance of the terms and conditions as specified above.

G4S JUSTICE SERVICES, INC.

WITNESS:

BY: _____

MONTGOMERY COUNTY COMMISSION

WITNESS:

BY: _____

TITLE: _____

Agenda

APR 27 2009

MEMORANDUM

TO: Donald L. Mims, Administrator

FROM: Pat Silas, Assistant Director
Support Services *PS*

DATE: April 23, 2009

SUBJECT: Data Conversion Agreement

Request approval of the above referenced Data Conversion Agreement in the amount of \$14,000.00, be placed on the agenda for the County Commission meeting on April 27, 2009. (copy attached)

The conversion of the older records will make them more accessible to the public.

Since the amount of the Agreement falls below the \$15,000.00 amount for competitive bidding this service will not have to be bid.

Coordination of award made with Lyn Frazer, Montgomery County Archivist.

Your approval is appreciated.

Attachment



REESE MCKINNEY, JR.
JUDGE OF PROBATE
Montgomery County

BERT ESTES
CHIEF CLERK

MEMORANDUM

To: Pat Silas

From: Lyn ^{LF}Frazer, Montgomery County Archivist

Cc: Judge Reese McKinney, Jr.

Subject: Data Conversion Agreement

Date: April 23, 2009

Please place the attached agreement on the County Commission agenda for April 27. The project is a continuation of the Probate Judge's efforts to make the office's older records more accessible to the public.

If you have any questions about the agreement, please call me.

STATEMENT OF WORK

Montgomery County Probate Office, Records and Recording (Client), located at 101 S. Lawrence St., Montgomery, AL 36104, will deliver microfilm rolls by courier to Micro Images, Inc. (MI). Delivery charges will be paid by the Client.

MI will convert roll microfilm to digital images at its facility located at 4344 Downtowner Loop S., Mobile, AL 36609.

Upon receipt at MI, microfilm rolls will be logged and stored in a secured area. Production updates will be provided upon request as project proceeds.

There are approximately 250,000 images of Deed, Will, and Marriage License records contained on approximately 243 rolls of microfilm, most of which is 35mm, to be converted. Most, but not all, rolls contain 1000 images. Some of the rolls contain positive images that must be converted to negative as the digital images are created. Some of the Deed Book rolls are spliced, and the images may not be properly arranged on the film. Records must be digitized in book and page order, so special attention will be required for these rolls to ensure proper page order.

Each image on the microfilm rolls will be digitized as a single page Group IV tiff at a resolution of 200 dpi.

Quality control must be performed on each digitized image to ensure readability and accuracy. Poor quality images due to operator/machine error will be re-scanned at no additional charge. If a problem in the digitized image results from poor quality microfilm, MI will work with Client to resolve the problem, and an image enhancement charge may be authorized by the Client to improve scanned image quality.

Digitized images will be indexed by book at the folder level with a 5-character naming convention. Books will be named as follows, e.g.: Deed Books – DB100, for Book 100; Will Books – WB101, for Book 101; Marriage Licenses – ML102 for Book 102. Each page will be indexed at the image level with a 4-character naming convention, e.g.: 0001.tif, for Page 1.

Digitized images will be put on CDs and labeled per Client's specifications.

Client will have 90 days to review each submission of work before declaring it acceptable under the contract. Any identified errors will be brought to the attention of MI immediately so that corrections can be made. MI will be responsible for all errors in production not previously corrected or discussed with Client, and corrections must be made at no charge to the Client, unless previously authorized.

Total cost of this digitization project is \$14,000.00.

DATA CONVERSION SERVICES AGREEMENT

- I. **Scope of Agreement.** This agreement shall apply to data conversion services from roll microfilm to digital images provided by Micro Images Inc. (MI) to the Montgomery County Commission (MCC) as outlined in the attached Statement of Work.
- II. **Statement of Work.** The data conversion services provided by MI shall be in accordance with the attached Statement of Work. Services shall be performed by MI in a professional, thorough, and efficient manner, consistent with the degree of care and skill that would be exercised under similar circumstances by reputable businesses providing comparable services.
- III. **Term of Agreement.** The duration of this Agreement shall be for a term of one (1) year.
- IV. **Charge for Services.** The charge for Services is defined in the Statement of Work.
- V. **Payment of Charges.** Each month, or unless otherwise specified, MI will submit to MCC an invoice for all services and other agreed upon expenses incurred in the previous month. Payment for invoices rendered pursuant to the terms of this Agreement will be due within forty-five (45) days of receipt by MCC.
- VI. **Limitation of Liability.** MI's liability to MCC for failure to meet performance standards shall be limited to providing a do-over of any service not in conformance with the applicable standards, at no additional charge to MCC.
- VII. **Termination for Cause.** Either party may terminate this Agreement upon failure of the other party to comply with any material provision of this Agreement, provided that written notice identifying such failure was given. The party receiving the notice shall have sixty (60) days from the receipt date of the notice to cure or correct the specific failure, and if such failure has not been corrected within the sixty-day period, the aggrieved party may thereafter terminate this Agreement.
- VIII. **Dispute Resolution.** 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 Micro Images, Inc.

IX. Miscellaneous.

- (a) This Agreement constitutes the entire Agreement between the parties and supersedes any proposal, oral or written, and all other communications between the parties relating to this Agreement. No modification hereof is effective unless written and signed by the parties.
- (b) Any notices, payments, or statements required or permitted under this Agreement shall be considered given or mailed if mailed to either of the parties as addressed below:

Micro Images Inc.
4344 Downtowner Loop S.
Mobile, AL 36609
Attn: Larry Emrich

Montgomery County Commission
101 S. Lawrence St.
Montgomery, AL 36104
Attn: Pat Silas

IN WITNESS WHEREOF, the parties to the Agreement have caused it to be executed on their behalf by their duly authorized representatives and have signed their names as of the dates indicated below.

MONTGOMERY COUNTY COMMISSION

MICRO IMAGES INC.

By: _____

By: _____

DATE: _____

DATE: _____

Thur. Memo



D.T. MARSHALL, SHERIFF

OFFICE: (334) 832-4980
FAX: (334) 832-2500

Agenda

APR 27 2009

March 31, 2009

MEMORANDUM

TO : Mr. Donnie Mims
County Administrator

FROM : Sheriff D. T. Marshall *DTM*
Montgomery County Sheriff's Office

SUBJECT : Telephone Operator's Cubicle on 2nd Floor in Annex I

I am requesting that as the renovations are completed in Annex I that the current telephone operator's cubicle on the 2nd floor be assigned to the Sheriff's Office for security purposes. As you are aware, the future plans have called for limited public access to Annex I. This cubicle will enable us to provide security for this building.

Your assistance in this matter will be appreciated.

DTM/tb

ELTON N. DEAN, SR.
CHAIRMAN

REED INGRAM
VICE CHAIRMAN

DIMITRI POLIZOS
JILES WILLIAMS, JR.

A COUNTY OLDER THAN THE STATE

MONTGOMERY COUNTY COMMISSION

P.O. BOX 1667
MONTGOMERY, ALABAMA 36102-1667



ESTABLISHED 1816

DONALD L. MIMS, CPA, MPA
ADMINISTRATOR
JOHN A. MITCHELL, SR.
DEPUTY ADMINISTRATOR
(334) 832-1210
FAX (334) 832-2533
TDD (334) 265-3568
www.mc-ala.org

Agenda

APR 27 2009

April 23, 2009

MEMORANDUM

TO: Montgomery County Commission

FROM: John A. Mitchell, Sr. *JAM*
Deputy Administrator

SUBJECT: Information Systems Department Request
For Additional Space

Attached is a memo from Lou Ialacci regarding additional space for his department. Additional space has become available with the move of Support Services to Annex 3. Lou would like to expand operations to accommodate growing demands and needs with servers, printers and telephone equipment. There is also a need for additional office space for personnel.

I have reviewed this request and agree with the recommendations. This matter was also discussed during the working session at the previous Commission meeting on April 13, 2009. I ask the Commission to approve this request at the next meeting on April 27, 2009.

JAM/rw

Attachment

Memo

To: John Mitchell

From: Lou Ialacci 

CC:

Date: March 27, 2009

Re: Information Systems Department Additional Space Request

The moving of the Support Services offices, mail room, and supply room out of Annex I has created empty rooms adjacent to the Information Systems department. I would like to request that the available space created by the move of the mail room, the supply room, and the Support Services Manager's office be allocated to the Information Systems (IS) department.

The IS department has not had enough room to operate effectively and efficiently for the past four years. The telecommunications function was added to the department in October 2005, which included a person, equipment, and supplies. In February of 2006 the department replaced an old laser printer with a faster more efficient one, but it was also much larger. These changes coupled with updated industry standards recommended for the optimum efficiency of the new equipment makes it necessary for the IS department to have additional space. The current approach is to have a separate server room and a separate room for the printing and related functions, like folding, sealing and sorting large print jobs. The primary reason for this is to reduce dust and activity that causes the dust to get into the more sensitive equipment, like servers, routers, and switches.

Another critical element necessitating my request for additional space is to allow us to have individual offices for my technical staff. Currently I have four people sharing two areas that are not at all set up for offices – one is an old vault and the other was our equipment testing lab. This means that people are trying to test equipment in someone's office. In our field technical people need a quiet work area to develop programs or analyze problems. They also need the testing lab to evaluate new equipment and systems before installing them for the end users.

I am requesting the County Commission's approval to allocate this space to the IS department. Thank you



Agenda

APR 27 2009

2009 MEMBERSHIP DUES STATEMENT

Benefits of membership include personal recognition at Leadership Montgomery events, membership only prepayment options at events, receipt of our newsletters, an opportunity to nominate persons for participation in Leadership Montgomery classes, invitations to alumni events, participation on alumni committees, and much more!

_____ Enclosed please find \$300.00 in payment for my Level I, Challenging My Community dues for membership in the 2009 Leadership Montgomery Alumni Organization;

_____ Enclosed please find \$150.00 in payment for my Level II, Expanding My Community dues for membership in the 2009 Leadership Montgomery Alumni Organization;

_____ Enclosed please find \$98.00 in payment for my Level III, Growing My Community dues for membership in the 2009 Leadership Montgomery Alumni Organization;

_____ Enclosed please find an additional personal tax deductible donation of \$ _____.

_____ Enclosed please find an additional corporate tax deductible donation of \$ _____.

TOTAL AMOUNT ENCLOSED: \$ _____

The Following Payment Options Are Available for Those Who Wish to Pay in Two Installments:

___ Enclosed is payment of \$150 for *half* my dues for **Level I Dues, Challenging My Community**. Please invoice me for the \$150 balance in *August* of 2009.

___ Enclosed is payment of \$75 for *half* my dues for **Level II Dues, Expanding My Community**. Please invoice me for the \$75 balance in *August* of 2009.

___ Enclosed is payment of \$49 for *half* my dues for **Level III Dues, Growing My Community**. Please invoice me for the \$49 balance in *August* of 2009.

I/we wish to give a donation at a later date:

Please bill me personally at a later date on or near _____ in the amount of \$ _____;

Please bill my company at a later date on or near _____ in the amount of \$ _____.

Leadership Montgomery is a 501C3 Non-Profit Corporation. Your donations are tax deductible.

WE NEED YOUR HELP: As much as possible, we plan to communicate with our alumni more often by taking advantage of email. If we have not reached you by phone to update your information recently, please take a moment to complete this form and return it to us so we have your information for our records. Thank you.

Name: _____
(Please Print.)

Preferred Mailing Address: _____ City: _____

State: _____ Zip: _____ Home Phone: _____ Cell Phone: _____

Work Phone: _____ Email: _____



March 16, 2009

Dear Leadership Montgomery Alumnus:

On behalf of the Leadership Montgomery Board of directors, I would like to thank you for your support of Leadership Montgomery in 2008. Because of your dedication to our mission, we were able to make many substantial improvements to Leadership Montgomery, and we have many exciting plans for 2009 and 2010! I have outlined our 2008 accomplishments for you on the accompanying sheet.

I hope you feel as good about our progress as I do. Further, I hope we can count on your continued support as we enact even more improvements in the future. We look forward to launching the new EMERGE Leadership Class, which will be a six month class totaling ten class days, including a two day opening retreat and a two day closing retreat. Additionally, we hope to begin a quarterly Speakers' Series and possibly a two day class for newcomers to the Montgomery area. As you can see, in addition to the many accomplishments we have realized in 2008, we have several ambitious goals for 2009; but we need your support in order to realize them.

Enclosed is an outline of the dues structure for 2009, which describes the benefits you will receive through your Alumni Membership. We hope these benefits will be attractive to you and that we can count once again on your support. As you know, without you, Leadership Montgomery could not have realized the progress we have made to date, nor can we continue to realize the goals we have outlined for 2009. Each of us gained so much from our initial Leadership Montgomery experience, from establishing new friendships and refining our leadership skills, to learning more about the issues facing our city. Now we want to ensure this same opportunity is afforded other citizens of our community.

On the back of the Dues Structure Enclosure, you will find a Membership Dues Statement that we hope you will complete and return. We have tried to make it easy for you to join your alumni organization. For example, if you choose to do so, we have afforded you the option of paying in two installments, with half due now and the balance due in September of 2009. You will also be able to purchase dues online with your Visa or MasterCard at www.leadershipmontgomery.org.

Also, if you have not already volunteered to become a part of the new alumni organization, you can do so by emailing us, by calling us in the Leadership Montgomery office at 262-2261, or by emailing the chair of the alumni committee, Carlisle Harrison, at carlislec@bellsouth.net. He is assembling a very active alumni group, and he is still building three alumni committees. The committees need your assistance so they can begin planning events, programs and activities for the 2009-2010 fiscal year.

Thank you in advance for your continued support. We look forward to working with you as we celebrate 25 additional years of success together!

Sincerely,

Cheryl Carter

Cheryl Carter, Executive Director

...connecting leaders to effect change.

600 South Court Street, Suite 455 | Montgomery, Alabama 36104

P: 334.262.2261 | F: 334.240.6869

www.leadershipmontgomery.org

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ELTON N. DEAN, SR.
CHAIRMAN

REED INGRAM
VICE CHAIRMAN

DIMITRI POLIZOS
JILES WILLIAMS, JR.

A COUNTY OLDER THAN THE STATE

MONTGOMERY COUNTY COMMISSION

MONTGOMERY, ALABAMA 36102-1667

ESTABLISHED 1816

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Agenda

APR 27 2009

April 27, 2009

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Miscellaneous Appropriations Reprogramming Requests

I am requesting authority to reprogram the following from fund code 001-59320-499
(Agency, Miscellaneous Appropriations) to:

- C-2009-82: Central Alabama Community Foundation, to be used by BONDS to Support the Freeport Estates Homeowners Association, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$400; (Ingram)
- C-2009-83: Montgomery Habitat for Humanity, to Address Training and Development Needs of Staff in Order to Provide Decent, Affordable Houses for Qualifying, Economically Disadvantaged Residents in Montgomery County - \$5,000; (Polizos)

DLM/tll

16-1

Agenda

APR 27 2009

MEMORANDUM

TO: Donald L. Mims, Administrator

FROM: Pat Silas, Assistant Director *ps*
Support Services

DATE: April 22, 2009

SUBJECT: Bid No. 51100-09B-009, Catering of an
Employee Luncheon

Request approval of the above referenced Invitation to Bid to the low qualifying bid of Silver Spoon Caters, Inc., for the amount of \$4,500.00, be placed on the agenda for the County Commission meeting on April 27, 2009.

Low bid of Roly Poly Sandwiches did not meet the bid specifications because they were offering sack lunches with sandwiches.

Your approval is appreciated.

Attachment

Purchasing Department Montgomery County Commis

[illegible]

Note LOW BID OF ROLY POLY IS OFFERING SACK LUNCHES - SANDWICHES



Offices of
Ellen Brooks

District Attorney

Fifteenth Judicial Circuit of Alabama

DARYL D. BAILEY
CHIEF DEPUTY DISTRICT ATTORNEY

RHONDA B. CAPE
ADMINISTRATIVE ASSISTANT

JERRY N. BLOODSWORTH
CHIEF INVESTIGATOR

MONTGOMERY COUNTY COURTHOUSE
251 SOUTH LAWRENCE STREET
P.O. BOX 1667
MONTGOMERY, ALABAMA 36102-1667



(334) 832-2550
FAX (334) 832-1615

Agenda

APR 27 2009

April 9, 2009

Commissioner Elton N. Dean, Sr.
Montgomery County Commission
Montgomery County Annex III
100 S. Lawrence St.
Montgomery, AL 36104

RE: Legal Support Assistant

Dear Commissioner Dean:

The County Commission implemented a hiring freeze in December 2008 and my office has worked hard to handle the workload without filling the Legal Support Assistant Position left open due to the freeze. Unfortunately, this is now creating great difficulty for my office.

For several months, we have been experiencing increases in case loads; we opened over 1100 new files in the first quarter of this year. Coupled with the additional work required by specialty courts like the mental health and drug courts, this has become an emergency situation where I cannot continue to hold the LSA position open.

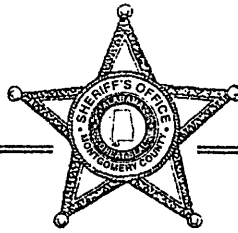
I am requesting authorization to process an internal transfer of an employee currently employed in our Restitution Unit to the Legal Support Assistant (LSA) position. The LSA is an assistant to two lawyers who are law enforcement officers. The LSA position is an A05 pay grade and is in our current budget.

Thank you for your favorable consideration in this matter.

Sincerely,

Eleanor I. Brooks
District Attorney

cc: Donnie Mims, County Administrator



D.T. MARSHALL, SHERIFF

OFFICE: (334) 832-4980
FAX: (334) 832-2500

Agenda

APR 27 2009

Memo To : Donnie Mims
From : Sheriff D.T. Marshall *DM*
Date : March 31, 2009
Subject : COPS Hiring Grant

The County Commission approved the hiring of 14 Clerk II's at their last meeting, an IT person and another dispatcher. After receiving the information on the grant, we have found that we are unable to hire the clerks. Please ask the Commission to rescind the approval for the 14 Clerk positions. I request they leave the IT position and the dispatcher position and add 2 additional CSO's. The Court Security Officers would be used to monitor the hundreds of cameras in operation throughout the County Complex. These positions are important due to the number of cameras and the large area they cover. We anticipate using them only during normal working hours and the second CSO is to be used to cover for the first on off days and vacation.

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 9

Agenda

APR 27 2009

Date: April 17, 2009
To: Donald L. Mims, Administrator
From: Larry R. Curvin, Revenue Manager
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Pelham, Alabama
Departure Date: July 8, 2009 Return Date: July 10, 2009
Conference Leave (Days / Hours): 3 days
Purpose of Travel: Attend ACCA sponsored course "Local Tax Options" of the CROAA Education and Certification Program. A CROAA brochure is attached.

Traveler (s) Name: 1. RoShonda Moultrie 4. _____
2. Courtney Oates 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$1,175.00 Advance Registration Required: \$390.00

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

Additional Comments: This course completion will gain Certified Revenue Officer (CRO) status for Examiner RoShonda Moultrie. Examiner Courtney Oates will need one additional course to attain CRO status.

To: Larry R. Curvin, Revenue Manager

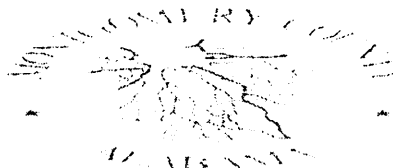
From: Donald L. Mims, Administrator

The above request is app. 04/27/09 reimbursement of actual and necessary expenses in the approximate amount of \$1,175.00 and advance registration of \$390.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-51800-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$11,000.00</u>	
Approved Requests:	<u>\$6,199.64</u>	
Budget Available:	<u>\$4,800.36</u>	
Current Requests:	<u>\$1,175.00</u>	
Budget Balance:	<u>\$3,625.36</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 4/17/2009

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 15

Agenda

APR 27 2009

Date: April 21, 2009
To: Donald L. Mims, Administrator
From: Jane Mardis, Chief Appraiser
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Montgomery, Alabama
Departure Date: July 13, 2009 Return Date: July 17, 2009
Conference Leave (Days / Hours): 5 days
Purpose of Travel: Attending IAAO 201: Appraisal of Land sponsored by
Auburn University Center for Governmental Services

Traveler (s) Name: 1. Pamela Burrell 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

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

Department Name: Appraisal Fund Name: Reappraisal

Additional Comments: Registration Only

To: Jane Mardis, Chief Appraiser

From: Donald L. Mims, Administrator

The above request is app. 04/27/09 reimbursement of actual and necessary expenses in the
approximate amount of \$500.00 and advance registration of \$500.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>120-51985-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$30,000.00</u>	
Approved Requests:	<u>\$15,075.00</u>	
Budget Available:	<u>\$14,925.00</u>	
Current Requests:	<u>\$1,700.00</u>	
Budget Balance:	<u>\$13,225.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 4/21/2009

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 16

Agenda

APR 27 2009

Date: April 22, 2009
To: Donald L. Mims, Administrator
From: Jane Mardis, Chief Appraiser
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Birmingham, Alabama
Departure Date: May 8, 2009 Return Date: May 8, 2009
Conference Leave (Days / Hours): 1 day
Purpose of Travel: Attending "Appraisal Challenges: Declining Markets & Sales Concessions"

Traveler (s) Name: 1. Jane S. Mardis 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$325.00 Advance Registration Required: \$195.00

Department Name: Appraisal Fund Name: Reappraisal

Additional Comments: _____

To: Jane Mardis, Chief Appraiser

From: Donald L. Mims, Administrator

The above request is app. 04/27/09 reimbursement of actual and necessary expenses in the
approximate amount of \$325.00 and advance registration of \$195.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>120-51985-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$30,000.00</u>	
Approved Requests:	<u>\$14,925.00</u>	
Budget Available:	<u>\$15,075.00</u>	
Current Requests:	<u>\$2,025.00</u>	
Budget Balance:	<u>\$13,050.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 4/22/2009

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 22

Agenda

APR 27 2009

Date: April 13, 2009
To: Donald L. Mims, Administrator
From: Ellen Brooks
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Birmingham, AL
Departure Date: May 19, 2009 Return Date: May 19, 2009
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: To Attend: Mandatory Professionalism Training Courses for New Admittees

Traveler (s) Name: 1. Michele Gooslin 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$275.00 Advance Registration Required: \$275.00
Department Name: _____ Fund Name: 760-51260-265

Additional Comments: _____

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

The above request is 4/27/2009 reimbursement of actual and necessary expenses in the
approximate amount of \$275.00 and advance registration of \$275.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>760-51260-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$40,000.00</u>	
Approved Requests:	<u>\$6,670.00</u>	
Budget Available:	<u>\$33,330.00</u>	
Current Requests:	<u>\$275.00</u>	
Budget Balance:	<u>\$33,055.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 4/16/2009

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 23

Date: April 15, 2009
To: Donald L. Mims, Administrator
From: Ellen Brooks
Re: Travel / Training Request

Agenda

APR 27 2009

Request approval to be granted for the following:

Destination: Sandestin, FL
Departure Date: June 30, 2009 Return Date: July 3, 2009
Conference Leave (Days / Hours): 4 Days
Purpose of Travel: To Attend: Alabama District Attorney's Summer Conference

Traveler (s) Name: 1. Scott Green 4. _____
2. Richard Foreman 5. _____
3. Azzie Taylor 6. _____

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

Total (est.) Cost: \$3,229.00 Advance Registration Required: \$1,125.00

Department Name: _____ Fund Name: 760-51260-265

Additional Comments: _____

To: Ellen Brooks

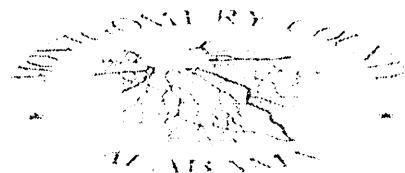
From: Donald L. Mims, Administrator

The above request is 4/27/2009 reimbursement of actual and necessary expenses in the
approximate amount of \$3,229.00 and advance registration of \$1,125.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>760-51260-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$40,000.00</u>	
Approved Requests:	<u>\$6,670.00</u>	
Budget Available:	<u>\$33,330.00</u>	
Current Requests:	<u>\$3,504.00</u>	
Budget Balance:	<u>\$29,826.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 4/16/2009

cc: Finance Director / Buyer

Agenda

APR 27 2009

BUDGET FORM 5

**MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST**
REQUEST NUMBER 16 GENERAL FUND

DEPARTMENT: JUDGE OF PROBATE REVIEWED: S. Thomas 4/13/2009
Finance Director
REQUESTED BY: JUDGE REESE MCKINNEY APPROVED: *Dr. McKinney* 4/27/09
Elected Official/Dept. Head Date Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
OVERTIME	001-51300-113	2,500.00	21,000.00	23,500.00
OFFICE SUPPLIES	001-51300-211	33,142.00	10,140.77	43,282.77
BUILDINGS & LAND RENTALS	001-51300-221	57,052.00	22,000.00	79,052.00
REPAIR & MAINTAIN BUILDINGS & LAND	001-51300-231	218.00	6,300.00	6,518.00
REPAIR & MAINTAIN OFFICE EQUIP	001-51300-233	1,260.00	2,500.00	3,760.00
ELECTRICITY	001-51300-241	28,986.00	7,000.00	35,986.00
NATURAL GAS	001-51300-242	750.00	600.00	1,350.00
WATER	001-51300-243	3,290.00	800.00	4,090.00
POSTAGE	001-51300-252	76,089.00	46,000.00	122,089.00
ADVERTISING	001-51300-253	400.00	415.00	815.00
TRAVEL	001-51300-260	6,250.00	2,800.00	9,050.00
CONTRACT SERVICES	001-51300-304	54,960.00	118,000.00	172,960.00
DATA SOFTWARE	001-51300-586	35,000.00	12,444.23	47,444.23
SALARIES	001-51300-110	2,245,081.00	(205,000.00)	2,040,081.00
RETIREMENT	001-51300-121	228,173.00	(15,000.00)	213,173.00
HEALTH INSURANCE	001-51300-122	344,100.00	(15,000.00)	329,100.00
SOCIAL SECURITY	001-51300-124	181,232.00	(15,000.00)	166,232.00
				0.00
TOTAL		3,298,483.00	0.00	3,298,483.00

JUSTIFICATION:
TO ADJUST NEGATIVE BALANCE ACCOUNTS AND BUDGET REALIGNMENT

**MEMO from PROBATE COURT
MONTGOMERY COUNTY, ALABAMA****APR 27 2009**

Donnie:

If these forms should have been sent to another office from the Probate Court, please let me know. We would like the positions to be placed on the next Commission agenda. The justification for the appointments is attached to each Position Fill Request. I appreciate your assistance with this.

Pat Murphy
832-1245

2009 APR 27 10:09 AM
CLERK OF PROBATE
MONTGOMERY COUNTY, ALA.

FORM NO. 122-345C

POSITION FILL REQUEST

COMPLETED ACTION DATES

1. ☐ dept request
2. ☐ admin review
3. ☐ pers dept
4. ☐ cert to admin
5. ☐ dept selection
6. ☐ final review

DEPARTMENT: Probate Court

DEPARTMENT HEAD: Judge Reese McKinney, Jr.

SUPERVISOR: Vanessa Evans

POSITION TITLE: Customer Service Clerk (CO0016)

POSITION NUMBER: () Opening made by the resignation of Vickey Morgan
(Woodley Road Probate Office)

PROPOSED EFFECTIVE DATE: 4/17/2009

TYPE OF APPOINTMENT (X) Permanent () Temporary

RECRUITING

() PROMOTIONAL REGISTER () TRANSFER

(X) OPEN COMPETITIVE REGISTER () REEMPLOYMENT

PAY GRADE: A03CO

Department Head

4-9-09
Date

2 ADMINISTRATIVE REVIEW

- () APPROVED
() DISAPPROVED

Funding Authority

3 CERTIFICATION

Promotional	_____	Candidates
Open-Competitive	_____	Candidates
Transfer	_____	Candidates

Personnel Director

Date

4 SELECTEE:

Appointing Authority

Date

5 () Manpower data entered by

Date

() Payroll entered by

Date

POSITION FILL REQUEST

COMPLETED ACTION DATES

1. ___ dept request
2. ___ admin review
3. ___ pers dept
4. ___ cert to admin
5. ___ dept selection
6. ___ final review

DEPARTMENT: Probate Court

DEPARTMENT HEAD: Judge Reese McKinney, Jr.

SUPERVISOR: Vanessa Evans

POSITION TITLE: Customer Service Clerk (CO0016)

POSITION NUMBER: (___) *Opening made by the resignation of Justin T. Shelton
(Woodley Road Probate Office)*

PROPOSED EFFECTIVE DATE: 4/16/2009

TYPE OF APPOINTMENT (X) Permanent () Temporary

RECRUITING

() PROMOTIONAL REGISTER () TRANSFER

(X) OPEN COMPETITIVE REGISTER () REEMPLOYMENT

PAY GRADE: A03CO


Department Head

4-9-09
Date

2 ADMINISTRATIVE REVIEW

- () APPROVED
() DISAPPROVED

Funding Authority

3 CERTIFICATION

Promotional	_____	Candidates
Open-Competitive	_____	Candidates
Transfer	_____	Candidates

Personnel Director

Date

4 SELECTEE:

Appointing Authority

Date

5 () Manpower data entered by _____

Date _____

() Payroll entered by _____

Date _____



MONTGOMERY COUNTY PROBATE COURT
OFFICE OF REESE MCKINNEY, JR.

To: Judge Reese McKinney, Jr.
From: Patrick J. Murphy, Chief Deputy Clerk
Date: Friday, April 10, 2009
Subject: Position Fill Requests

Despite the hiring freeze, I request that the Probate Court seek permission from the County Commission to fill two positions for Customer Service Clerk at the Woodley Road office. With the resignations of Justin Shelton and Vickey Morgan next week, that office will be at 50% capacity on the tag and driver's license line, leaving only four employees to fulfill the customer service needs of an office that collected revenues of \$3.5 million in 2008.

The numbers are straightforward: after the resignations of Shelton and Morgan, if a front-line employee is granted annual leave, and if a front-line employee calls in sick that same day, only one Customer Service Clerk would be available to process tags, and only one would be available to process driver's license renewals. In such a situation, the office would not be able to deliver an acceptable level of customer service to the motoring public. Lunch breaks would be difficult, if not totally impractical, to schedule.

If we replace these two positions, it will keep the Woodley Road branch at a minimum operating level (app. 70% capacity), with two openings remaining unfilled. If at least two positions are not filled after the resignations go into effect next week, it is tantamount to an office closure. If we are facing such a drastic cut, then I would ask Your Honor to contemplate closing the Woodley Road office and distributing those employees to the remaining three offices where they could support their efficient operation.

APR 27 2009

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 28

DEPARTMENT: County Commission
Appropriations
DATE: 4/28/2009
REQUESTED BY: Donald Mims, Administrator
Elected Official/Dept. Head

REVIEWED: S. Thomas
Finance Director
APPROVED: *DZ Mims*
Administrator

4/28/2009
Date
4/29/09
Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Sheriff-Office Equipment and furniture	001-52110-540	0	43,000	43,000
In House Misc. Appropriations	001-59310-499	210,140	-43,000	167,140
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		210,140	0	210,140

JUSTIFICATION:

For Sheriff's office furnishing for Annex I second floor.