

REGULAR MEETING
MONTGOMERY COUNTY COMMISSION

NOVEMBER 2, 2015

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
Chief Information and Technology Officer

Comments from Scheduled Attendees:

President Pam Boldin with Riley Relief Foundation and President James Hall with
Newtown Mission
Project Manager Cole Roberson with Goodwyn, Mills, and Cawood, Inc.
Director of Risk Management Scott Kramer
President Elizabeth A. Humphrey and Advisor Lindsey Ray with Eastwood Villa
Homeowner's Association
District Attorney Daryl Bailey

Recess to Formal Session

FORMAL SESSION

Welcome at 9:30 a.m.

Invocation by Chairman Dean

Pledge of Allegiance Led By Commissioner Hall

Call of Roll to Establish Quorum

Presentation of the Minutes of the Regular Meeting of October 19, 2015

CONSENT AGENDA:

Consider Authorization of Accounts Payable Checks and Payroll Checks

PRESENTATION:

Presentation by Director of Risk Management Scott Kramer and River Region United Way Campaign Chair Heather Davis

NEW BUSINESS:

1. Consider Adoption of Resolution Authorizing the County's Thanksgiving Holiday Observance on Friday, November 27, 2015, County Commission
2. Consider Adoption of Resolution Authorizing the County's Christmas Holiday Observance on Thursday, December 24, 2015, Contingent upon a Presidential Executive Order or Authorization from the Governor, County Commission
3. Consider Authorization of County Commission Meeting Schedule for 2016, County Commission
4. Consider Renewal of Professional Services Contract with Melva Turner, Ph.D, dba Positive Changes, LLC, Regarding Drug Court Assessment Services, Community Corrections
5. Consider Renewal of Professional Services Contracts for the 2015-2016 E.V.E.N. Program Providers, Community Corrections
6. Consider Authorization of Amendment Number 1 to Contract with Sharp Cut Lawn Service, for Landscape Maintenance at Montgomery Industrial Park, Contract Number 53100-14B-030, Engineering Department
7. Consider Authorization of Amendment Number 1 to Contract with Security Solutions DBA 8284, Inc., for Inmate Security, Contract Number 52200-15B-002, Detention Facility
8. Consider Authorization of Amendment Number 1 to Contract with Haynes Ambulance of Alabama, Inc., for Emergency Medical Treatment and Transportation, Contract Number 52110-15B-009, Sheriff's Office
9. Consider Authorization of Bank Depositories for the Remainder of 2015 and the 2016 Calendar Year, County Commission
10. Consider Payment of 2015-2016 Membership Dues in the Amount of \$13,840 to the Association of County Commissions of Alabama (ACCA), County Commission

11. Consider Payment of 2016 Membership Dues in the Amount of \$4,587 to the National Association of Counties (NACo), County Commission
12. Consider Miscellaneous Appropriations Reprogramming Requests, County Commission
13. Consider Bid Award to Drug Testing Program Management, Inc., for Drug Testing Equipment/Services, Bid No. 57202-15B-026, Community Corrections
14. Consider Budget Change Request Number 10 for \$5,000 to Alabama Kidney Foundation, Inc., for Program Services, County Commission Appropriations
15. Consider Position Fill Request for a Case Manager, District Attorney's Child Support Unit
16. Consider Position Fill Requests – District Attorney's Worthless Check Unit (2)
 1. Office Supervisor, Position Number 011
 2. Investigator 1, Position Number 010
17. Consider Travel/Training Requests (6)

Reports from Staff:

County Administrator
Deputy Administrator
County Engineer
County Attorney

Comments from Citizens

Discussion Items by Commissioners

Recess to Information Session

INFORMATION SESSION

Reports from Staff:

County Attorney Gallion
Deputy Administrator
County Administrator
Manager of Public Affairs

Adjourn

CALENDAR OF EVENTS

NOVEMBER 2, 2015

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.

NOVEMBER 11, 2015

County Holiday (Veteran's Day)

NOVEMBER 16, 2015

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.

NOVEMBER 26, 2015

County Holiday (Thanksgiving Day)

DECEMBER 7, 2015

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.

DECEMBER 21, 2015

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.

DECEMBER 25, 2015

County Holiday (Christmas Day)

PERSONNEL ACTIONS

Fill action continues for 2 Appraiser II's – Appraisal Department
Fill action continues for 1 IT Technician – Information Systems
Fill action continues for 1 Custodial Maintenance Manager – Support Services Department
Fill action continues for 1 Maintenance Mechanic – Support Services Department
Fill action continues for 1 Community Corrections Technician – Community Corrections
Fill action continues for 27 Correction Officer Trainees – Detention Facility
Fill action continues for 1 Detention Facility Accounts Manager – Detention Facility
Fill action continues for 2 Clerk II's – Detention Facility
Fill action continues for 3 Maintenance Mechanics – Detention Facility
Fill action continues for 1 Legal Support Assistant – District Attorney's Office
Fill action continues for 1 Secretary – District Attorney's Office
Fill action continues for 1 Investigator I – District Attorney's Office
Fill action continues for 1 Director – District Attorney Pre-Trial
Fill action continues for 2 Traffic Control Technician I's – Engineering Department
Fill action continues for 3 CREO I's – Engineering Department
Fill action continues for 3 CREO II's – Engineering Department
Fill action continues for 1 Payroll & Benefits Assistant – Finance Department
Fill action continues for 1 Clerk III – Personnel Department
Fill action continues for 4 Customer Service Clerks – Probate Judge's Office
Fill action continues for 1 Clerk III – Probate Judge's Office
Fill action continues for 1 Assistant Tag & License Supervisor – Probate Judge's Office
Fill action continues for 1 Clerk III – Sheriff's Office
Fill action continues for 2 Court Security Officer's – Sheriff's Office
Fill action continues for 2 Clerk Typist II's – Sheriff's Office
Fill action continues for 2 Deputy Sheriff's (Part-Time) – Sheriff's Office
Fill action continues for 1 Records & Identification Clerk – Sheriff's Office
Fill action continues for 1 Clerk Typist II – Tax and Audit Department
Fill action continues for 1 Revenue Auditor – Tax and Audit Department
Fill action continues for 1 Clerk Typist II – Youth Facility
Fill action continues for 1 Court Operations Clerk I – Youth Facility
Fill action continues for 1 Juvenile Probation Officer I – Youth Facility
Fill action continues for 3 Juvenile Detention Officer's – Youth Facility
Fill action continues for 4 Juvenile Detention Officer's (Part-Time) – Youth Facility
Fill action continues for 1 Juvenile Detention Supervisor – Youth Facility

November 2, 2015

AGENDA

NOV -2 2015

11-2-15 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 10-16-15

Check Number	To	Check Number
256148		256183
Total Checks Paid		\$889,004.83

CHECK #	PAYEE	AMOUNT	DATE
256147	Harold Mark Goins	\$ 625.00	10-8-15

INFORMATION PERTAINING TO PAYEES OF THE CHECKS AND AMOUNTS
PAID ARE MAINTAINED IN THE FINANCE DEPARTMENT IN THE ACCOUNTS
PAYABLE CHECK REGISTER

AGENDA

NOV - 2 2015

11-2-15 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 10-16-15

Check Number	To	Check Number
256184		256281
Total Checks Paid		\$647,971.68

INFORMATION PERTAINING TO PAYEES OF THE CHECKS AND AMOUNTS
PAID ARE MAINTAINED IN THE FINANCE DEPARTMENT IN THE ACCOUNTS
PAYABLE CHECK REGISTER

AGENDA

NOV - 2 2015

11-2-15 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 10-23-15

Check Number	To	Check Number
256282		256354
Total Checks Paid		\$415,181.30

INFORMATION PERTAINING TO PAYEES OF THE CHECKS AND AMOUNTS
PAID ARE MAINTAINED IN THE FINANCE DEPARTMENT IN THE ACCOUNTS
PAYABLE CHECK REGISTER

AGENDA

NOV -2 2015

11-2-15 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 10-23-15

Check Number	To	Check Number
256355		256480
Total Checks Paid		\$655,137.50

INFORMATION PERTAINING TO PAYEES OF THE CHECKS AND AMOUNTS
PAID ARE MAINTAINED IN THE FINANCE DEPARTMENT IN THE ACCOUNTS
PAYABLE CHECK REGISTER

AGENDA

NOV - 2 2015

11-2-15 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 10-23-15

Check Number	To	Check Number
256481		256483
Total Checks Paid		\$2,000.00

INFORMATION PERTAINING TO PAYEES OF THE CHECKS AND AMOUNTS
PAID ARE MAINTAINED IN THE FINANCE DEPARTMENT IN THE ACCOUNTS
PAYABLE CHECK REGISTER

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING TRANSACTIONS WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED
10/30/15

11/2/15 Meeting

AGENDA

NOV - 2 2015

Payroll Check Number	124127	To	Payroll Check Number	124195	\$ 61,217.44
Direct Deposits					\$ 957,392.81
Payroll Check Number	124196	To	Payroll Check Number	124209	\$ 208,175.23
Direct Deposits					\$ 66,757.31
Federal Deposits					\$ 361,885.27
Total Payroll Paid					\$ 1,655,428.06

INFORMATION PERTAINING TO PAYEES OF THE CHECKS AND AMOUNTS PAID
ARE MAINTAINED IN THE FINANCE DEPARTMENT IN THE PAYROLL CHECK REGISTER

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

ANDREW D. HALL
RONDA M. WALKER
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

FLORENCE M. CAUTHEN

DEPUTY ADMINISTRATOR

(334) 832-1210

FAX (334) 832-2533

TDD (334) 265-3568

www.mc-ala.org

AGENDA

NOV -2 2015

October 23, 2015

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Resolution regarding Thanksgiving Holiday 2015

The Montgomery County Commission, at its meeting on October 19, 2015, agreed to place on the next agenda a Resolution authorizing the closing of the Montgomery County Courthouse and all county offices on Friday, November 27, 2015, in observance of Thanksgiving.

I am requesting approval of this item.

DLM/tn

Attachment

1-1

RESOLUTION

WHEREAS, Alabama Code § 11-1-8 provides that the County Commission of any county in the State of Alabama may by resolution authorize the offices of the officials of the county located in the county courthouse or other county building to be closed all day one weekday or any portion thereof of each week in addition to legal holidays; and,

WHEREAS, the Montgomery County Commission wishes to close the county courthouse on Friday, November 27, 2015, to allow county employees to spend time with their families in observance of Thanksgiving;

NOW, THEREFORE, BE IT RESOLVED, that the Montgomery County Commission does hereby authorize the closing of the Montgomery County Courthouse and all county offices on Friday, November 27, 2015.

I hereby certify that the above
resolution was adopted by the
Montgomery County Commission,
on this, the 2nd day of November, 2015.

ATTEST:

Elton N. Dean, Sr., Chairman
Montgomery County Commission

Donald L. Mims, Administrator

OFFICE OF THE GOVERNOR

ROBERT BENTLEY
GOVERNOR



STATE CAPITOL
MONTGOMERY, ALABAMA 36130

(334) 242-7100
FAX: (334) 242-3282

STATE OF ALABAMA

MEMORANDUM

TO: All State Department Heads
FROM: Governor Robert Bentley
DATE: October 9, 2015
SUBJECT: Holiday Schedule

A handwritten signature in black ink that reads "Robert Bentley". The signature is written in a cursive style with a long, sweeping line extending from the bottom of the name.

I have authorized the following holiday schedule for state employees:

Thanksgiving

Thursday, November 26, 2015

Friday, November 27, 2015

Christmas

Thursday, December 24, 2015

Friday, December 25, 2015

New Year's Day

Friday, January 1, 2016

All state offices will be closed on the above dates, except in those areas where it is essential to maintain personnel. If it is necessary for any employee to work on any of these holidays, they should be allowed time off as soon thereafter as possible.

RB/jl

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

ANDREW D. HALL
RONDA M. WALKER
JILES WILLIAMS, JR.

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AGENDA

NOV - 2 2015

October 23, 2015

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Resolution regarding Christmas Holiday 2015

The Montgomery County Commission, at its meeting on October 19, 2015, agreed to place on the next agenda a Resolution authorizing the closing of the Montgomery County Courthouse and all county offices on Thursday, December 24, 2015, in observance of Christmas contingent upon a Presidential Executive Order or authorization from the Governor.

I am requesting approval of this item.

DLM/tn

Attachment

RESOLUTION

WHEREAS, Alabama Code § 11-1-8 provides that the County Commission of any county in the State of Alabama may by resolution authorize the offices of the officials of the county located in the county courthouse or other county building to be closed all day one weekday or any portion thereof of each week in addition to legal holidays; and,

WHEREAS, the Montgomery County Commission wishes to close the county courthouse on Thursday, December 24, 2015, to allow county employees to spend time with their families in observance of Christmas;

NOW, THEREFORE, BE IT RESOLVED, that the Montgomery County Commission does hereby authorize the closing of the Montgomery County Courthouse and all county offices on Thursday, December 24, 2015, contingent upon a Presidential Executive Order authorizing the holiday time off or the Governor's authorization of the closing of state offices.

I hereby certify that the above
resolution was adopted by the
Montgomery County Commission,
on this, the 2nd day of November, 2015.

ATTEST:

Elton N. Dean, Sr., Chairman
Montgomery County Commission

Donald L. Mims, Administrator

OFFICE OF THE GOVERNOR

ROBERT BENTLEY
GOVERNOR



STATE CAPITOL
MONTGOMERY, ALABAMA 36130

(334) 242-7100
FAX: (334) 242-3282

STATE OF ALABAMA

MEMORANDUM

TO: All State Department Heads
FROM: Governor Robert Bentley
DATE: October 9, 2015
SUBJECT: Holiday Schedule

A handwritten signature in black ink, reading "Robert Bentley", is written over the "FROM" and "DATE" lines of the memorandum.

I have authorized the following holiday schedule for state employees:

Thanksgiving

Thursday, November 26, 2015

Friday, November 27, 2015

Christmas

Thursday, December 24, 2015

Friday, December 25, 2015

New Year's Day

Friday, January 1, 2016

All state offices will be closed on the above dates, except in those areas where it is essential to maintain personnel. If it is necessary for any employee to work on any of these holidays, they should be allowed time off as soon thereafter as possible.

RB/jl

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

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www.mc-ala.org

AGENDA

NOV - 2 2015

October 23, 2015

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: County Commission Meeting Schedule for 2016

The Montgomery County Commission, at its meeting on October 19, 2015, agreed to place on the next agenda authorization of the Commission Meeting Schedule for 2016.

I am requesting approval of this item.

DLM/tn

Attachment



2016 Montgomery County Commission Meeting Schedule

January	July
Monday, January 4 th	*Tuesday, July 5th
* Tuesday, January 19th	Monday, July 18 th
February	August
Monday, February 1 st	Monday, August 1 st
*Tuesday, February 16th	Monday, August 15 th
March	September
Monday, March 7 th	* Tuesday, September 6th
Monday, March 21 st	Monday, September 19 st
April	October
Monday, April 4 th	Monday, October 3 rd
Monday, April 18 th	Monday, October 17 th
May	November
Monday, May 2 nd	Monday, November 7 th
Monday, May 16 th	Monday, November 21 st
June	December
Monday, June 6 th	Monday, December 5 th
Monday, June 20 th	Monday, December 19 th

The Information Session begins at 8:00 a.m. at the Commissioner's Conference Room. The Formal Session begins at 9:30 a.m., in the Commissioners' Court. All sessions are held on the first floor of the Montgomery County Administration Building, Courthouse Annex III, located at 101 S. Lawrence Street.

* In keeping with the County Commission policy, adopted on November 14, 2012, commission meetings will take place on the first and third Mondays of each month. If a holiday falls on a meeting date, the meeting will be held the next day, on a Tuesday. There will be four (4) Tuesday meetings in 2016: **Tuesday, January 19th** (for Martin Luther King, Jr. Birthday) **Tuesday, February 16th** (for President's Day), **Tuesday, July 5th** (for Independence Day) and **Tuesday, September 6th** (for Labor Day).

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

AGENDA

October 27, 2015

NOV - 2 2015

TO: Donnie Mims – County Administrator

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

SUBJECT: Agenda Item
Annual Renewal of Professional Services Contract for the Drug Court Assessment
Services – Positive Changes, LLC

Melva Turner, Ph.D., (DBA Positive Changes, LLC) has been a provider of Drug Court assessments for the past 4 years. This service is provided in response to the Alabama Administrative Office of the Courts' recommendation that substance abuse assessments be conducted by an independent third party with no fiduciary interest in the treatment services that may be recommended. Dr. Turner does not charge the Community Corrections Department or the County Commission for these services. The individual seeking the assessment is responsible for the \$75.00 fee charged for this service. This fee has remained the same since services were initiated 3 years ago and is considered a competitive fee in this region for similar services.

In return for Dr. Turner providing this service, the Community Corrections Department has provided available space for her to perform the assessments. This has resulted in a more efficient and streamlined process for the Drug Court to track applicants to the Program.

The original Request for Proposal issued by the Community Corrections Department made provisions for the escalation of the fees charged at a rate of 5% per year. Dr. Turner has elected to keep her fees the same (\$75.00 per assessment) should her contract be extended. The proposed contract renewal for Professional Services for Drug Court Assessments by Positive Changes, LLC, was reviewed by the MCCPCA Board on October 13, 2015 and the Board voted to recommend to the Commission that the Professional Services contract be extended for fiscal year 2015-2016.

I respectfully request that the Professional Services Contract with Dr. Turner (DBA Positive Changes, LLC) for FY 2015-2016 be placed on the Commission Agenda for consideration/approval.

Respectfully submitted,



Paul H. Brown – Executive Director
Montgomery County Community Corrections

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

JAIL/PRISON DIVERSION • DRUG COURT • COUNTY PROBATION • E.V.E.N. DOMESTIC VIOLENCE PROGRAM
GPS ELECTRONIC OFFENDER MONITORING • COMMUNITY SERVICE RESTITUTION • PRE-TRIAL RELEASE

**STATE OF ALABAMA
COUNTY OF MONTGOMERY**

PROFESSIONAL SERVICES CONTRACT

The Montgomery County Commission, acting on behalf of the Montgomery County Drug Court and the Drug Court Administrator, The Montgomery County Community Corrections Department (MCCCD), desires to enter into a Professional Services Contract with Melva Turner, Ph.D. (dba: Positive Changes, LLC and also referred to as Provider), to provide substance abuse assessment services. This is a Professional fee for Services Contract, compensated on the basis of a fee for service to be charged directly to the Drug Court Applicant (offender). Other compensation for said services may be available through a contract between the Provider and the Alabama Department of Mental Health, Substance Abuse Services, any third party reimbursement and the receipt by the provider for such compensation shall be in addition to the fees authorized in this contract. Only services that are scheduled and pre-approved by the Drug Court Coordinator shall be charged or billed to the Drug Court Applicant (offender) under this Professional Services Contract. Modifications to the schedule must be approved by the Drug Court Coordinator and made in writing to be compensated. The amount to be charged to any Drug Court Applicant for the substance abuse assessment service shall not exceed \$75.00 per assessment. Provider shall be permitted to charge a non-refundable reschedule fee, not to exceed \$25.00 per each missed appointment not rescheduled at least by 5:00 pm the day prior to a scheduled assessment. Any additional fees recovered by the Provider from the Alabama Department of Mental Health for individual substance abuse assessments shall be the responsibility of the Provider. The award of this Professional Services Contract shall not be contingent on the Alabama Department of Mental Health, Substance Abuse Services Division's determination to contract with the Provider for reimbursement for substance abuse assessments.

The substance abuse assessment instruments to be administered shall be the current Alabama Department of Mental Health instruments including: the UNCOPE Screening Tool, the SASD Adult Integrated Placement Assessment, each U.R.I.C.A. Scale for alcohol or drug use and the Mini International Neuropsychiatric Interview (M.I.N.I.). The provider is authorized and whenever practicable agrees to administer in addition to the Substance Abuse Assessments (above), the Offender Risk Assessment System Instrument, including the Offender Self Report and the Community Corrections version of the instrument. In addition to reporting the Assessment results to the Drug Court Team, the Provider shall participate, with the Drug Court Team, to make a professional determination as to the appropriate level of treatment or substance abuse education referral to be recommended for each applicant as a result of the assessments rendered.

Location and Hours of Services

Services shall be performed at the office of the Montgomery County Community Corrections Department (MCCCD), 301 Adams Avenue, Montgomery, Alabama. At the MCCCD office location, the MCCCD will provide an office space, desk, chairs, locking file cabinet and access to office equipment necessary to perform individual offender interviews and assessments in

fulfillment of the requisites of this contract.

The ARAS Assessment instruments, scoring sheets, Self Reports and other related ARAS materials will be provided by the MCCCCD. One individual office space shall be allotted without cost to the provider. It shall be the provider's responsibility to provide all other necessary materials, including the selected assessment instrument, P.C. Computer (if required) case folders, office supplies and other materials for the purpose of meeting the requisites of this RFP. Should the ARAS Assessment become automated through the MIDAS database provided by the Alabama Administrative Office of the Courts, the MCCCCD shall provide data terminal access for the purpose of administering the ARAS on-line. The MCCCCD office hours are Monday through Friday, 7:00 am through 5:00 pm. Additional office hours are Tuesdays from 5:00 pm through 8:00 pm and Saturdays from 8:00 am through 11:00 am with the exception of County Holidays and National (Federal) Holiday weekends. Other office access hours may be made available on a case-by-case basis and subject to the advance approval of the Executive Director of the MCCCCD.

To streamline and make the application and assessment process more efficient, the provider shall provide to the Drug Court Coordinator (a minimum of one week in advance) a schedule of times the provider will be available for assessments. The Drug Court Coordinator and the staff of the MCCCCD shall schedule all assessments according to the schedule provided and will make this schedule of appointments available to the provider at the office of the MCCCCD. Staff of the MCCCCD shall assist in the collection of assessment fees whenever practicable through a collection and receipting process that shall be determined by agreement between the provider and the Executive Director of the MCCCCD, however, the ultimate responsibility for collecting applicant assessment fees is with the Provider. The Drug Court, the MCCCCD and the Montgomery County Commission shall not be responsible for enforcement of any payment agreement between the provider and any Drug Court applicant assessed.

Compliance with Confidentiality Laws

The provider has previously prepared and signed a general acknowledgement stating that she understands that certain Federal Laws and Regulations provide for penalties for unauthorized release of certain confidential client/offender information including Federal Regulation 42 CFR (2) and Laws governing certain medical information protected under HIPAA Regulations and she further acknowledges that she will abide by all Federal, State and program regulations regarding the confidentiality of client/offender information and will safeguard sensitive and protected information. This document shall be affixed to and shall become a part of this contract.

Provider not Designated Sole Provider

Provider acknowledges that the Alabama Department of Mental Health has the authority to contract with and designate other providers to perform mental health and substance abuse assessments. Provider, Positive Changes, LLC, and specified professional staff under the direction of Melva Turner, Ph.D. shall be the only substance abuse assessment provider afforded exclusive access to MCCCCD Office space for the express purpose of accommodating

assessments of Drug Court applicants for the period of this contract. Provider acknowledges that the Alabama Department of Mental Health may, by its authority, designate, contract with and compensate other local providers to perform like services. Subject to rules and regulations of the Alabama Department of Mental Health, the Drug Court may accept the assessments and recommendations of other qualified substance abuse assessment providers.

Termination of services

Once executed, either party may terminate this contract for services by providing the other party with 30 days prior written notice of intent to terminate the contract.

General Professional Liability – Indemnity Coverage

The provider shall, for the entire term of the contract, carry professional malpractice liability insurance in the amount of at least one million dollars (\$1,000,000) covering acts and omissions and other torts resulting from the provision of the services noted in the contract as awarded. The vendor shall cause their professional insurance carrier to name the Montgomery County Commission, its agents and appointed MCCPCA Board, the Montgomery County Community Corrections Department and the Montgomery County Drug Court as well as the Montgomery County 15th Judicial Circuit Courts as additional insured's for the services provided in the contract as awarded.

Contract Duration

The duration of this Contractual Agreement is for one (1) year beginning from the date signed by a representative of the County Commission and ending one (1) year thereafter. At the election of the Drug Court Coordinator and the Executive Director of the MCCCCD, the contract may be extended, with the consent of the County Commission, for up to one additional annual period. The Vendor may elect to increase the fees charged for services by no more than 5% for any succeeding year, should the Commission elect to renew the terms of this contract.

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 _____, 2015.

Provider

MONTGOMERY COUNTY COMMISSION

BY: _____

BY: _____

TITLE: _____

PRINT NAME: _____

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

October 27, 2015

NOV - 2 2015

TO: Donnie Mims – County Administrator

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

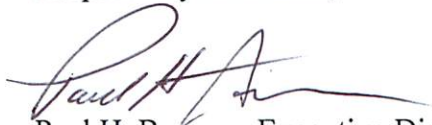
SUBJECT: Commission Agenda Item –
Annual Renewal of Professional Services Contract for the E.V.E.N.
Domestic Violence Education/Intervention Program

On Monday the 19th of October, I briefed the Commission regarding the renewal of Professional Services Contracts for the E.V.E.N. Domestic Violence Providers. On Tuesday the 13th of October the Montgomery County Community Punishment and Corrections Board met and voted to recommend to the Commission that the terms of the Professional Services contract remain the same as in the past five yearly contract terms and the following providers be approved for FY 2015-2016 at a rate of \$25.00 per hour (the same rate as last year's contract):

Joan Williams, Ph.D.
Curtis Gage
Derrick Sanders
Beryl Sabb
Clifton Lovejoy

These are all current providers of the program and the proposed contract would be an annual renewal for the 2015-2016 fiscal year. The E.V.E.N. program is essentially funded by the proceeds paid by each participant which totals \$440.00 for each participant completing the course of instruction. I respectfully recommend that a renewal of the Professional Services Contract with each of the aforementioned facilitators for FY 2015-2016 be placed on the Commission Agenda for consideration/approval.

Respectfully submitted,



Paul H. Brown – Executive Director
Montgomery County Community Corrections

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

JAIL/PRISON DIVERSION • DRUG COURT • COUNTY PROBATION • E.V.E.N. DOMESTIC VIOLENCE PROGRAM
GPS ELECTRONIC OFFENDER MONITORING • COMMUNITY SERVICE RESTITUTION • PRE-TRIAL RELEASE

**STATE OF ALABAMA
COUNTY OF MONTGOMERY**

PROFESSIONAL SERVICES CONTRACT

The Montgomery County Commission desires to enter into a Professional Services Contract with _____ (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. 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, 2016. Actual services to be compensated under this Contract shall commence no earlier than October 1st, 2015. 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 _____, 2015.

E.V.E.N. Provider

MONTGOMERY COUNTY COMMISSION

BY: _____

BY: _____

TITLE: _____

PRINT NAME: _____

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

BY: _____

AGENDA

NOV -2 2015

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Myrtle Singleton, Purchasing Manager *ms*

DATE: October 5, 2015

RE: Contract No. 53100-14B-030
Landscape at Montgomery Industrial Park

I request that the attached Amendment No.1 to Sharp Cut Lawn Service contract for landscape maintenance at Montgomery Industrial Park be considered for approval on a future agenda.

Amendment No. 1 will allow the contract to be extended for one (1) year, beginning November 17, 2015 and ending on November 16, 2016.

Sharp Cut Lawn Service 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 George Speake, County Engineer.

Attachment

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

Amendment
To
Contract # 53100-14B-030

Amendment No. 1

Contract with Sharp Cut Lawn Service for landscape maintenance at Montgomery Industrial Park, is hereby extended for one (1) year, beginning November 17, 2015 and ending November 16, 2016.

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

All other provisions of the contract remain the same.

WITNESS:

SHARP CUT LAWN SERVICE

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

**LANDSCAPE MAINTENANCE AT MONTGOMERY INDUSTRIAL PARK
ATLANTA HIGHWAY (AL 126) AT INDUSTRIAL PARK BOULEVARD
MONTGOMERY, AL**

Proposed Services Description	Service Schedule												Total/Year	Bid Prices
	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec		
Turf Areas (Approx. 5.5 Acres)														
A) Treatment (Fertilization & Weed Control Control)	1		1	1	1	1	1	1	1	1	1	1	6	\$ 1,500
B) Mowing (Mow, Edging, Weeding, & Blowing)	2	2	3	3	4	4	4	4	4	4	4	3	40	\$ 6,535
Shrubs, Shrub Beds, & Ornamentals														
A) Fertilization	1												1	
B) Shrub & Bed Service (Trim & Weed)	1		1	1	1	1	1	1	1	1	1	1	6	\$ 600
C) Bed Service (Manual & Herbicidal weed control)	2	2	3	3	4	4	4	4	4	4	4	3	40	\$ 100
D) Pre-Emergent		1											1	
Pruning														
A) Pruning Grape Myrtles	1												As Needed	\$ 0
B) Perennials	1												As Needed	\$ 0
Irrigation System														
A) Irrigation Monitor & Setting of Timers													As Needed	\$ 0
B) Freeze Protection													As Needed	\$ 0
C) Irrigation Repairs - hourly rate + parts													Rate/hour	\$ 25.00
Pine Straw & Mulch														
A) Spring Install			1										1	\$ 640
B) Fall Install											1		1	\$ 640
Annual Color / Flowers														
A) Spring Install & 6 Month Maintenance			1										1	\$ 300
B) Fall Install & 6 Month Maintenance										1			1	\$ 300
TOTAL FOR ANNUAL MAINTENANCE														\$ 11,240

September 24, 2015

Mr. Dennis Huffman
Sharpcut Lawn Service
9776 Helmsley Circle
Montgomery, Alabama 36117

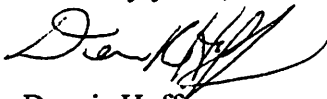
Ms. Tammy Turner
Buyer II, Purchasing Department
P.O. Box 1667
Montgomery, Alabama 36102

RE: Invitation to Bid 53100-14B-030 Landscape at Industrial Park

Dear Ms. Turner:

I am writing to request to renew my service contract for landscape services at Industrial Park. I would also like to request a five percent increase in pay for the services. As always, you may contact me at 334-462-9890 if you have any questions or concerns. Thank you for your consideration.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Dennis Huffman", with a stylized flourish at the end.

Dennis Huffman

AGENDA

NOV - 2 2015

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Myrtle Singleton, Purchasing Manager *ms*

DATE: October 5, 2015

RE: Contract No. 52200-15B-002
Inmate Security

I request that the attached Amendment No.1 to Security Solutions dba 8284 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 November 15, 2015 and ending on November 14, 2016.

Security Solutions dba 8284 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 # 52200-15B-022

Amendment No. 1

Contract with Security Solutions dba 8284 Inc. for inmate security is hereby extended for one (1) year, beginning November 15, 2015 and ending November 14, 2016.

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

All other provisions of the contract remain the same.

WITNESS:

SECURITY SOLUTIONS DBA 8284 INC.

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____



Security Solutions
2415-D E. South Blvd
Montgomery, AL 36116

10/5/2015

To Whom It May Concern:

This letter's intent is to inform that 8284 Inc. d/b/a wishes to re-new its current agreement with the Montgomery County DOC for inmate security with the additional 5% increase. If anything further is needed on our behalf, please feel free to contact us.

Thanks,

L. Shufford
Operations Director

Security Guard Service Cost Per Man Hour for Guard Services Only

1. Montgomery County Detention Facility and Montgomery County Youth Facility.

Regular and Scheduled appointments.

\$ 14.00
Cost Per Man Hour

2. Unscheduled appointments and or emergency after hours or weekends.

\$ 14.00
Cost Per Man Hour

3. Holidays

\$ 14.00
Cost Per Man Hour

AGENDA

NOV - 2 2015

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Myrtle Singleton, Purchasing Manager *ms*

DATE: October 5, 2015

RE: Contract No. 52110-15B-009
Emergency Medical Treatment & Transportation

I request that the attached Amendment No.1 to Haynes Ambulance of Alabama, Inc. contract for emergency medical treatment and transportation be considered for approval on a future agenda.

Amendment No.1 will allow the contract to be extended for one (1) year, beginning December 1, 2015 and ending on November 30, 2016.

Haynes Ambulance of Alabama, Inc. chooses not to increase prices during this contract period. 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 # 52110-15B-009**

Amendment No. 1

Contract with Haynes Ambulance of Alabama, Inc. for emergency medical treatment and transportation, is hereby extended for one (1) year beginning December 1, 2015 and ending November 30, 2016.

There will be no price increase during this contract period.

All other provisions of the contract remain the same.

WITNESS:

HAYNES AMBULANCE OF ALABAMA, INC.

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____



2530 E. 5th Street
Montgomery, AL 36107
Phone (334) 265-1208
Fax (334) 241-5280

September 30, 2015

Montgomery County Commission
P.O. Box 1667
Montgomery, AL 36102
Attn: Tammy Turner

Dear Ms. Turner,

It is our desire to renew our contract with Montgomery County Commission. There will be no price increase. Bid No. 52110-15B-009

Sincerely,

Kirk Barrett, COO

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

ANDREW D. HALL
RONDA M. WALKER
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

FLORENCE M. CAUTHEN

DEPUTY ADMINISTRATOR

(334) 832-1210

FAX (334) 832-2533

TDD (334) 265-3568

www.mc-ala.org

AGENDA

NOV - 2 2015

October 23, 2015

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims **DLM**
County Administrator

SUBJECT: List of Bank Depositories

The Montgomery County Commission, at its meeting on October 19, 2015, agreed to place on the next agenda authorization of bank depositories for the remainder of Calendar Year 2015 and Calendar Year 2016.

I am requesting approval of this item.

DLM/tn

Attachment

ELTON N. DEAN, SR., CHAIRMAN
DANIEL HARRIS, JR., VICE CHAIRMAN
ANDREW HALL
RONDA M. WALKER
JILES WILLIAMS, JR.

A COUNTY OLDER THAN THE STATE

DONALD L. MIMS, ADMINISTRATOR
SHERRILL R. THOMAS, CPA, FINANCE DIRECTOR
(334) 832-1230
TDD (334) 265-3568
FAX (334) 832-2533

MONTGOMERY COUNTY COMMISSION
FINANCE DEPARTMENT
101 S. LAWRENCE STREET • P.O. BOX 1667
MONTGOMERY, ALABAMA 36102-1667

ESTABLISHED 1816

TO: Donald L. Mims, Administrator
FROM: Sherrill R. Thomas, Finance Director 
DATE: October 13, 2015
RE: LIST OF BANK DEPOSITORIES

Following is a list of banks currently doing business in Montgomery County and should be designated depositories for the remainder of Calendar Year 2015 and Calendar Year 2016.

Aliant Bank

Amerifirst Bank

Auburn Bank

BB&T

BBVA Compass

Cadence Bank

Community Bank & Trust

Hancock Bank

IberiaBank

Liberty Bank & Trust Co.

PNC Bank

PrimeSouth Bank

Regions Bank

Renasant Bank

River Bank & Trust

ServisFirst Bank

Sterling Bank

Trustmark National Bank

Wells Fargo Bank

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

ANDREW D. HALL
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JILES WILLIAMS, JR.

A COUNTY OLDER THAN THE STATE

MONTGOMERY COUNTY COMMISSION

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

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www.mc-ala.org

AGENDA

NOV - 2 2015

October 23, 2015

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Payment of 2015-2016 Membership Dues to the Association of County
Commissions of Alabama (ACCA)

The Montgomery County Commission meeting, at its meeting on October 19, 2015, agreed to place the payment of 2015-2016 Membership Dues to the Association of County Commissions of Alabama (ACCA) on the next agenda.

I am requesting approval of this item.

DLM/tn

Attachment



October 6, 2015

INVOICE

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

2015-2016 Association Dues

\$13,840

Please make checks payable to ACCA and mail to:
P.O. Box 5040
Montgomery, AL 36103-5040

Payment Due Upon Receipt!

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

ANDREW D. HALL
RONDA M. WALKER
JILES WILLIAMS, JR.

A COUNTY OLDER THAN THE STATE

MONTGOMERY COUNTY COMMISSION

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

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FAX (334) 832-2533

TDD (334) 265-3568

www.mc-ala.org

AGENDA

NOV - 2 2015

October 23, 2015

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Payment of 2016 Membership Dues to the National Association of Counties
(NACo)

The Montgomery County Commission, at its meeting on October 19, 2015, agreed to place the payment of 2016 Membership Dues to the National Association of Counties (NACo) on the next agenda. These dues remained the same as last year.

I am requesting approval of this item.

DLM/tn

Attachment



National Association of Counties
PO Box 79007
Baltimore, MD 21279-0007
Phone: 888.407.NACo (6226) x291
Direct: 202.942.4291
Fax: 866.467.1825
EIN# 53-0190321

ID: 1101

Mr. Donald L. Mims
County Administrator
Montgomery County
PO BOX 1667
Montgomery, AL 36102-1667

Invoice

Invoice #: 132239
Invoice Date: 9/20/2015

Description

Dues Amount

County Membership Dues

01/01/2016 - 12/31/2016

\$4,587

Why NACo? Because it's a tremendous value! Take advantage of the many ways that NACo membership saves you money, time and resources. NACo's expert team fights for you in Washington, D.C., working to stop unfunded federal mandates and onerous regulations, while defending essential programs.

NACo also provides members with essential cost-saving tools such as:

- Deferred Compensation Program
- US Communities
- NACo's Live Healthy US Counties program, which includes the Prescription, Health and Dental Discount programs
- Grants Clearinghouse and more!

In addition to programs that bring real dollars back to your county and residents, NACo provides County News, frequent federal legislative updates, world-class conferences and county-specific research. To top it all off, we offer tons of free information, education, publications and training. Our webinars allow counties to attend sessions without leaving the office and at NO COST to members.

For additional information, please contact Alex Koroknay-Palicz, Membership Coordinator, at 1-888-407-NACo (6226) x291 or e-mail akpalicz@naco.org.

Amount Paid: \$0

Amount Due: \$4,587

◆ PLEASE DETACH AND RETURN WITH PAYMENT ◆

ID: 1101

Mr. Donald L. Mims
County Administrator
Montgomery County
PO BOX 1667
Montgomery, AL 36102-1667

Invoice #: 132239

Remit Payment To:
National Association of Counties
PO Box 79007
Baltimore, MD 21279-0007

Select the Method of Payment on Reverse Side

We encourage you to submit payments electronically by ACH credit
Bank Routing# (ABA) - 021052053 Account # 93404817

11-2

NATIONAL ASSOCIATION OF COUNTIES

PARTICIPATION
& MEMBERSHIP
BENEFITS REPORT

This report provides a detailed summary of services and dollars Montgomery County has received as a direct benefit from being a member of the National Association of Counties.

MEMBERSHIP OVERVIEW

NACo Member County
Member Dues: \$4,587

Montgomery County, AL
PO BOX 1667
County Administration Building
Montgomery, AL 36102-1667
Phone: (334) 832-1210
Website: <http://www.mc-ala.org>



FEDERAL FUNDING
RESULTS OF NACo'S ADVOCACY

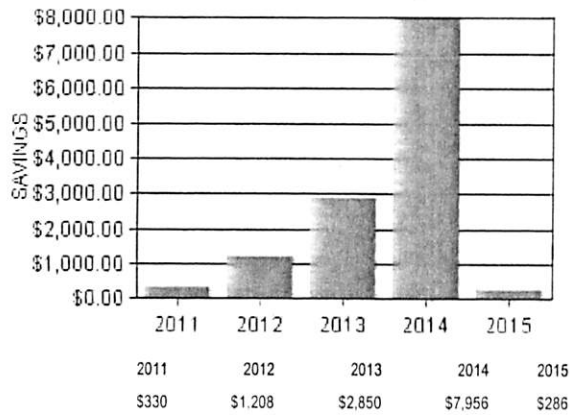
At the federal level, NACo works to increase, maintain, or create funding for programs that benefit county governments and their residents. It is important to note that these programs listed here represent the types of programs on which NACo lobbies. This is not the complete list of all the federal funds counties receive, but a sample of specific federal programs through which counties receive funding as a result of NACo's lobbying efforts.



Year	PILT	SCAAP	CDBG	HOME	SRS	USDA RD
2015	\$1,819	TBD			TBD	\$640,845
2014	\$1,998	\$10,185			\$0	\$192,659
2013	\$1,867	\$14,567			\$0	\$815,671
2012	\$1,912	\$21,367			\$0	\$2,123,021
2011	\$1,874	\$17,937			\$0	\$1,133,510

MONEY SAVING PROGRAMS

US Communities Estimated Annual Savings



* 2015 savings is for quarters 1 and 2 only.

\$12,630 Estimated savings since 2011 by using US Communities



Deferred Compensation Program Participant



AWARDS & RECOGNITION



Started in 1970, the annual Achievement Award Program is a non-competitive awards program that recognizes innovative county government programs. Each application is judged on its own merits and not against other applications received. Awards are given in 21 different categories. For more information, please visit www.naco.org/achievementawards.

Montgomery County is not participating in NACo's Award Program.

EDUCATION, TRAINING & PROFESSIONAL DEVELOPMENT

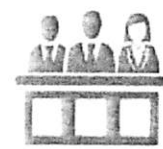


Events and conferences attended by individuals in Montgomery County. The savings figures indicate reduced rates for member counties over the prices for non-member counties to participate. Other events are only open to member counties or are free to attend so there is no non-member rate. In all cases, the true value of the networking, education and professional development far exceeds the savings.

Conference / Event	Total Attendees	Member Savings
2014 NACo Legislative Conference	2	\$450
2014 NACo Annual Conference: County Solutions and Ideas Marketplace	3	\$675
2013 NACo Legislative Conference	3	\$675
2013 County Solutions and Idea Marketplace	2	\$450

Total Saved: \$2,250

BOARDS & COMMITTEE PARTICIPATION



NACo is a grassroots-driven organization that encourages member engagement. Currently, we have more than 1,100 individual county elected and appointed officials from every region of the country represented on our 10 policy steering committees, ad hoc and standing committees, and various caucuses and task forces. Help make NACo and America's counties stronger by joining a committee today! Find out how by visiting www.naco.org/about/committees-state-associations-and-affiliates

Committee	Position	Member
Community, Economic and Workforce Development Steering Committee	Member	Jiles Williams

PUBLICATIONS & SUBSCRIPTIONS



NACo is happy to provide member counties with these free newsletters to keep you up to date on issues affecting counties across the country. Our acclaimed publication, County News, typically costs \$50/subscription for non-member counties, but you get the subscriptions for FREE as a member. The subscription saving figure is the money Montgomery County saved by being a member county.

Subscription	Subscription Saving
--------------	---------------------

18 County News subscriptions	18 @ \$50ea = \$ 900
27 Washington Watch and electronic County News subscriptions	

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

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A COUNTY OLDER THAN THE STATE

MONTGOMERY COUNTY COMMISSION

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

ESTABLISHED 1816

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ADMINISTRATOR

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(334) 832-1210

FAX (334) 832-2533

TDD (334) 265-3568

www.mc-ala.org

AGENDA

NOV - 2 2015

November 2, 2015

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims, County Administrator *DLM*

SUBJECT: Miscellaneous Appropriations Reprogramming Requests

I am requesting authority to reprogram the following from fund code 001-59320-498 (Agency, Miscellaneous Appropriations) and to sign the contracts:

NC-2016-50: City of Montgomery, to be used by BONDS to Eastwood Villa Homeowners Association, Inc., with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$500; (Hall)

NC-2016-51: BOE, Robert E. Lee High School, for Principal's Discretionary Fund, - \$400; (Walker)

C-2016-11: Montgomery Bible Institute and Theological Center, for Educational Programs for Low Income Citizens Regarding Computer Training - \$2,500; (Williams)

C-2016-12: Family Sunshine Center for Family Services Program - \$2,000; (Harris)

C-2016-13: One Place Family Justice Center, for Domestic Violence Program - \$2,000; (Harris)

C-2016-14: Capri Community Film Society, Inc., for the Annual Summer Children's Matinees - \$1,000; (Harris)

DLM/tll

AGENDA

NOV - 2 2015

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Myrtle Singleton, Purchasing Manager *ms*

DATE: October 15, 2015

RE: Invitation to Bid No. 57202-15B-026
Drug Testing and Equipment

I request approval of award on the above referenced Invitation to Bid, to the only bidder, Drug Testing Program Management, Inc., in the amount of \$17,359.94, based on unit pricing, be placed on a future agenda for the County Commission meeting. (Copy of spreadsheet attached.)

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

Coordination of award made with Paul Brown, Executive Director of Montgomery County Community Corrections.

Attachment

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

October 27, 2015

TO: Donnie Mims – County Administrator

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

SUBJECT: Commission Agenda Item
Recommendation to Award Contract for Drug Testing Equipment/Services to
Drug Testing Program Management, Inc.

Our present Drug Testing equipment provided by Siemens, Inc. is now over 7 years old and is reaching its practical limits of reliable service. With the guidance from the Commission Purchasing Director, an Invitation to Bid for these services was sent out in July of this year. The bid submitted by Drug Testing Program Management, Inc. was reviewed by the MCCPCA Board on October 13, 2015 and the Board voted to recommend to the Commission that the drug testing equipment/services contract be awarded to Drug Testing Program Management, Inc. The only responsive bidder to the announced Invitation to Bid was Drug Testing Program Management, Inc. of Fort Payne, Alabama.

I respectfully request that the award of a contract for Drug Testing Equipment/Services to Drug Testing Program Management, Inc. be placed on the Commission Agenda for consideration/approval.

Respectfully submitted,



Paul H. Brown – Executive Director
Montgomery County Community Corrections

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

JAIL/PRISON DIVERSION • DRUG COURT • COUNTY PROBATION • E.V.E.N. DOMESTIC VIOLENCE PROGRAM
GPS ELECTRONIC OFFENDER MONITORING • COMMUNITY SERVICE RESTITUTION • PRE-TRIAL RELEASE

**Purchasing Department
Montgomery County Commission**

ABSTRACT FOR BIDS: 61 BIDS MAILED				BID # 1		BID # 2		BID # 3		BID # 4		BID # 5	
INVITATION TO BID NO: 57202-15B-026 DATE ISSUED: July 20, 2015 DATE OPENED: August 5, 2015 REQUESTING DEPARTMENT: Community Corrections TERMS OF PAYMENT / DISCOUNT:				Drug Testing Program Management, Inc. 3022 Greenhill Blvd. NW Ft. Payne, Alabama 35986 Attn: Gene Clecker (256) 845-1261									
ITEM NO.	DESCRIPTION OF ITEM	Units	QTY	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT
	Drug Assays/ Validity Testing												
	Alcohol(ETOH)		678	\$0.99	\$ 671.22								
	Alcohol(ETG)		678	\$0.99	\$ 671.22								
	Amphetamines		678	\$0.99	\$ 671.22								
	Barbiturates		678	\$0.99	\$ 671.22								
	Benzodiazepines		678	\$0.99	\$ 671.22								
	Buprenorphine		678	\$0.99	\$ 671.22								
	Cannabinoids		678	\$0.99	\$ 671.22								
	Cocaine		636	\$0.99	\$ 629.64								
	Creatinine		621	\$0.25	\$ 155.25								
	Ecstasy		678	\$0.99	\$ 671.22								
	Fentanyl		678	\$0.99	\$ 671.22								
	Oxidants/Adulterants		5276	\$0.99	\$ 5,223.24								
	Methamphetamine		264	\$0.99	\$ 261.36								
	Methadone		678	\$0.99	\$ 671.22								
	Morphine												
	Opiates		678	\$0.99	\$ 671.22								
	Oxycodone		678	\$0.99	\$ 671.22								

Notes:

CONTRACTUAL AGREEMENT

THIS CONTRACTUAL AGREEMENT made and entered into as the 2nd day of November, 2015, between Drug Testing Program Management, Inc. of Fort Payne, Alabama and Montgomery County Commission, Montgomery, Alabama.

W I T N E S S E T H

WHEREAS, Drug Testing Management, Inc. agrees to furnish drug testing equipment and services to the Montgomery County Community Corrections Department in accordance with all provisions of Invitation to Bid No. 57202-15B-026, as issued by the Montgomery County Commission on July 20, 2015 (hereinafter referred to as the Invitation to Bid), a copy of which is attached hereto:

WHEREAS, In Consideration thereof, Drug Testing Program Management, Inc. and Montgomery County Commission agree as follows:

1. That Drug Testing Program Management, Inc. will deliver drug testing equipment to be installed and set-up at Montgomery County Community Corrections and Punishment Authority Office at no cost per the Invitation to Bid, no later than close of business November 30, 2015.
2. That the Contract will begin on the 2nd day of November, 2015 and will end on the 1st day of November, 2017, with the option to renew for two (2) years, in one (1) year periods. A price escalation may be allowed after the second year but shall not exceed 5% per year.
3. That Drug Testing Program Management, Inc. shall be capable of restoring the drug testing system to normal operations, via repair or exchange within twenty- four (24) hours after the initial call for service is placed with the exception of weekends and federal holidays. Drug Testing Program Management, Inc. will arrange through the manufacture of equipment emergency maintenance services to keep testing down-time to a minimum. Extended down-time of more than two full working days (7:00 am until 5:00 pm, Monday- Friday) in any given month shall constitute cause to terminate the contract unless Montgomery County Commission and Drug Testing Program Management, Inc. agree to mitigate the drug screen fee as compensation for extended down-time.
4. That Montgomery County Commission and Drug Testing Program Management, Inc. may terminate this agreement at any time during the contract period by giving a thirty (30) day written notice by either party.

5. That Drug Testing Program Management, Inc. will furnish offender drug testing equipment and services at prices stipulated in the Invitation to Bid.
6. That Drug Testing Program Management, Inc. shall at all times be in compliance with all specifications and special provisions of the Invitation to Bid.
7. That Montgomery County Commission may add other drug assays, as needed, during the period of the contract.
8. Drug Testing Program Management shall hold Montgomery County Commission harmless from and indemnify it against all liability, including attorney's fees, which may arise from and accrue directly from the performance of the work of any obligation of Drug Testing Program Management, Inc. or failure of Drug Testing Program Management, Inc. to perform any work or obligation provided for in this agreement.
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 between the Montgomery County Commission and Drug Testing Program Management, Inc.

IN WITNESS WHEREOF, the undersigned have executed this Contract as of the 2nd day of November, 2015.

WITNESS:

DRUG TESTING PROGRAM
MANAGEMENT, INC.

BY: _____

TITLE: _____

WITNESS:

MCCPCD CHAIRMAN

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

NOV -2 2015

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

REQUEST NUMBER 10

DEPARTMENT:	County Comm Appropriat	REVIEWED: S. Thomas	10/19/2015
DATE:	10/19/2015	Finance Director	Date
REQUESTED BY:	Donald L. Mims	APPROVED:	
Elected Official/Dept. Head		Administrator	Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Alabama Kidney Foundation	001-55900.450	0	5,000	5,000
Donation Revenue	001-40000.47701	(129,500)	(5,000)	(134,500)
TOTAL		(129,500)	0	(129,500)

JUSTIFICATION:

Budget funding to the Alabama Kidney Foundation, Inc. for program services.



www.mc-ala.org/da

Daryl D. Bailey
District Attorney
Fifteenth Judicial Circuit of Alabama
251 South Lawrence Street
P.O. Box 1667
Montgomery, Alabama 36102-1667



(334)832-2550

AGENDA

NOV - 2 2015

MEMORANDUM

TO: Donnie Mims
County Administrator

FROM: Rhonda B. Cape
Chief Administrator

DATE: October 9, 2015

SUBJECT: Position Fill Request

DHR has authorized and fully funded a new Case Manager I position for our Child Support Unit. Attached is the position fill request for the Commission to approve.

Please contact me if you have any questions.

Attachment

ORIGINAL

**DISTRICT ATTORNEY
POSITION FILL REQUEST**

DEPARTMENT HEAD: Daryl D. Bailey

SUPERVISOR: Loretta Jones-Pierce

POSITION TITLE: Case Manager 1

POSITION NO: _____

PROPOSED EFFECTIVE DATE: October 28, 2015

TYPE OF APPOINTMENT: (X) PERMANENT () TEMPORARY

RECRUITING:

(X) OPEN () TRANSFER

() PROMOTION (X) PROMOTION/TRANSFER

PAY GRADE: A03-1 SALARY RANGE: \$25,630 - \$38,294

Pay step to be based upon the following rules:

(x) Promotions – If the rate in the previous position was less than the minimum rate established for the class of the new position, the rate of the pay shall be advanced to the minimum of the class of the new position. If the difference in pay ranges does not automatically result in an increase in the equivalent of a one-step increase in the rate of pay for an employee promoted, a one-step immediate increase within the pay range of the new classification may be given by the appointing authority.

*Merit dates do not change.

(x) Transfers – If the rate of pay in the previous position falls within the pay range established for the class of the new position and does not correspond to a step in the salary plan, it shall be adjusted to the next higher step, but otherwise this rate of pay may remain unchanged on the recommendation of the administrative officer in accordance with this rule.

1 ADMINISTRATIVE REVIEW

() APPROVED

() DISAPPROVED

2

Funding

3

SELECTEE: _____

Date: _____

Appointing Authority Signature – District Attorney Office

4

() Manpower data entered by: _____ Date: _____

() Payroll entered by: _____ Date: _____



www.mc-ala.org/da

Daryl D. Bailey
District Attorney
Fifteenth Judicial Circuit of Alabama
251 South Lawrence Street
P.O. Box 1667
Montgomery, Alabama 36102-1667



(334)832-2550

AGENDA

NOV -2 2015

MEMORANDUM

TO: Donnie Mims
County Administrator

FROM: Rhonda B. Cape *Rhonda B. Cape*
Chief Administrator

DATE: October 15, 2015

SUBJECT: Position Fill Requests

I respectfully request approval from the County Commission for the attached Worthless Check Unit position fill requests: Office Supervisor and Investigator I. The vacancies were created due to a retirement and an internal transfer. The positions are paid by the Worthless Check Unit.

Please contact me if you have any questions.

Attachment

16-1

ORIGINAL

DISTRICT ATTORNEY
POSITION FILL REQUEST

DEPARTMENT HEAD: Daryl D. Bailey

SUPERVISOR: Michael J. Thomas

POSITION TITLE: Office Supervisor

POSITION NO: 011

PROPOSED EFFECTIVE DATE: October 28, 2015

TYPE OF APPOINTMENT: (X) PERMANENT () TEMPORARY

RECRUITING:

(X) OPEN () TRANSFER

() PROMOTION (X) PROMOTION/TRANSFER

PAY GRADE: A06-1 SALARY RANGE: \$36,284 - \$54,214

Pay step to be based upon the following rules:

(x) Promotions – If the rate in the previous position was less than the minimum rate established for the class of the new position, the rate of the pay shall be advanced to the minimum of the class of the new position. If the difference in pay ranges does not automatically result in an increase in the equivalent of a one-step increase in the rate of pay for an employee promoted, a one-step immediate increase within the pay range of the new classification may be given by the appointing authority.

*Merit dates do not change.

(x) Transfers – If the rate of pay in the previous position falls within the pay range established for the class of the new position and does not correspond to a step in the salary plan, it shall be adjusted to the next higher step, but otherwise this rate of pay may remain unchanged on the recommendation of the administrative officer in accordance with this rule.

1 ADMINISTRATIVE REVIEW

() APPROVED

() DISAPPROVED

2

Funding

3

SELECTEE: _____

Date: _____

Appointing Authority Signature – District Attorney Office

4

() Manpower data entered by: _____ Date: _____

() Payroll entered by: _____ Date: _____

16-2

ORIGINAL

DISTRICT ATTORNEY
POSITION FILL REQUEST

DEPARTMENT HEAD: Daryl D. Bailey

SUPERVISOR: Michael J. Thomas

POSITION TITLE: Investigator 1

POSITION NO: 010

PROPOSED EFFECTIVE DATE: October 28, 2015

TYPE OF APPOINTMENT: (X) PERMANENT () TEMPORARY

RECRUITING:

(X) OPEN () TRANSFER

() PROMOTION (X) PROMOTION/TRANSFER

PAY GRADE: PS5-01 SALARY RANGE: \$\$57,188 - \$85,444

Pay step to be based upon the following rules:

(x) Promotions – If the rate in the previous position was less than the minimum rate established for the class of the new position, the rate of the pay shall be advanced to the minimum of the class of the new position. If the difference in pay ranges does not automatically result in an increase in the equivalent of a one-step increase in the rate of pay for an employee promoted, a one-step immediate increase within the pay range of the new classification may be given by the appointing authority.

*Merit dates do not change.

(x) Transfers – If the rate of pay in the previous position falls within the pay range established for the class of the new position and does not correspond to a step in the salary plan, it shall be adjusted to the next higher step, but otherwise this rate of pay may remain unchanged on the recommendation of the administrative officer in accordance with this rule.

1 ADMINISTRATIVE REVIEW

() APPROVED

() DISAPPROVED

2

Funding

3

SELECTEE: _____

Date: _____

Appointing Authority Signature – District Attorney Office

4

() Manpower data entered by: _____ Date: _____

() Payroll entered by: _____ Date: _____

16-3

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 2

AGENDA

NOV - 2 2015

Date: October 20, 2014
To: Donald L. Mims, Administrator
From: Sherrill R. Thomas, Finance Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Montgomery, AL
Departure Date: December 1, 2015 Return Date: December 2, 2015
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: Auburn University Tax Seminar
Qualifies toward 40 hours of CPE required annually for CPA license.

Traveler (s) Name: 1. Mike Knighten 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

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

Department Name: Finance Department Fund Name: General Fund

Additional Comments: _____

To: Sherrill R. Thomas, Finance Director

From: Donald L. Mims, Administrator

The above request is app. 11/2/15 reimbursement of actual and necessary expenses in the
approximate amount of \$175.00 and advance registration of \$175.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-51110.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$3,000.00</u>	
Approved Requests:	<u>\$175.00</u>	
Budget Available:	<u>\$2,825.00</u>	
Current Requests:	<u>\$175.00</u>	
Budget Balance:	<u>\$2,650.00</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 10/23/2015

cc: Finance Director / Buyer

17-1

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 2

AGENDA

NOV - 2 2015

Date: October 14, 2015
To: Donald L. Mims, Administrator
From: Sheriff Derrick Cunningham
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Birmingham, Alabama
Departure Date: Sunday, January 17, 2016 Return Date: Wed., January 20, 2016
Conference Leave (Days / Hours): 3 Days
Purpose of Travel: Alabama Sheriffs Association Winter Training Conference

Traveler (s) Name: 1. Sheriff Cunningham 4. _____
2. Chief Murphy 5. _____
3. Asst. Chief Bryan 6. _____

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

Total (est.) Cost: \$3,300.00 Advance Registration Required: \$1,100.00

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

Additional Comments: _____

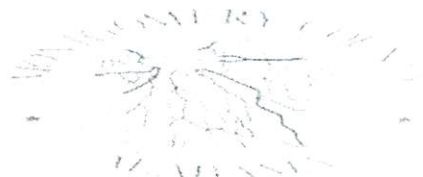
To: Sheriff Derrick Cunningham
From: Donald L. Mims, Administrator

The above request is app. 11/2/15 reimbursement of actual and necessary expenses in the
approximate amount of \$3,300.00 and advance registration of \$1,100.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-52110.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$25,000.00</u>	
Approved Requests:	<u>\$2,567.00</u>	
Budget Available:	<u>\$22,433.00</u>	
Current Requests:	<u>\$3,300.00</u>	
Budget Balance:	<u>\$19,133.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 10/19/2015

cc: Finance Director / Buyer

17-2

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 4

AGENDA

NOV - 2 2015

Date: October 15, 2015
To: Donald L. Mims, Administrator
From: Sheriff Derrick Cunningham
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Anniston, Alabama
Departure Date: Saturday, November 14, 2015 Return Date: Saturday, November 21, 2015
Conference Leave (Days / Hours): 8 Days
Purpose of Travel: Attend ERMH HAZMAT School

Traveler (s) Name: 1. Corporal Marcus Houser 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$720.00 Advance Registration Required: \$0.00

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

Additional Comments: all expenses reimbursed by FEMA including hotel & meals
"Total (est.) Cost" is \$720.00 which is for Per diem & any additional costs
incurred

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

The above request is app. 11/2/15 reimbursement of actual and necessary expenses in the
approximate amount of \$720.00 and advance registration of \$0.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-52110.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$25,000.00</u>	
Approved Requests:	<u>\$2,567.00</u>	
Budget Available:	<u>\$22,433.00</u>	
Current Requests:	<u>\$4,870.00</u>	
Budget Balance:	<u>\$17,563.00</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 10/19/2015

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 7

AGENDA

NOV - 2 2015

Date: October 29, 2015
To: Donald L. Mims, Administrator
From: Sheriff Derrick Cunningham
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Birmingham, AL
Departure Date: Thursday, November 5, 2015 Return Date: Thursday, November 5, 2015
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: Attend Special Olympics Torch Run

Traveler (s) Name: 1. Captain George Beaudry 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$100.00 Advance Registration Required: \$0.00

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

Additional Comments: _____

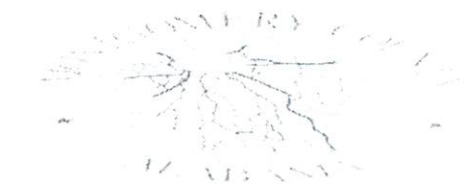
To: Sheriff Derrick Cunningham
From: Donald L. Mims, Administrator

The above request is app. 11/2/15 reimbursement of actual and necessary expenses in the
approximate amount of \$100.00 and advance registration of \$0.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-52110.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$25,000.00</u>	
Approved Requests:	<u>\$2,567.00</u>	
Budget Available:	<u>\$22,433.00</u>	
Current Requests:	<u>\$5,170.00</u>	
Budget Balance:	<u>\$17,263.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 10/29/2015

cc: Finance Director / Buyer

17-4

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 1

AGENDA

NOV - 2 2015

Date: October 23, 2015
To: Donald L. Mims, Administrator
From: Clay Henley, Chief Appraiser
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Auburn, AL
Departure Date: February 8, 2016 Return Date: February 12, 2016
Conference Leave (Days / Hours): 5 Days
Purpose of Travel: IAAO 102: Income Approach to Valuation

Traveler (s) Name: 1. Tammy Linton 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$697.00 Advance Registration Required: \$0.00

Department Name: Appraisal Fund Name: Reappraisal

Additional Comments: Meals \$375 Mileage \$322
Registration paid and applied from 2015 course

To: Clay Henley, Chief Appraiser
From: Donald L. Mims, Administrator

The above request is app. 11/2/15 reimbursement of actual and necessary expenses in the
approximate amount of \$697.00 and advance registration of \$0.00 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>\$1,644.98</u>	
Budget Available:	<u>\$28,355.02</u>	
Current Requests:	<u>\$697.00</u>	
Budget Balance:	<u>\$27,658.02</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 10/27/2015

cc: Finance Director / Buyer

17-5

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 2

AGENDA

NOV - 2 2015

Date: October 27, 2015
To: Donald L. Mims, Administrator
From: Clay Henley, Chief Appraiser
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Huntsville, AL
Departure Date: November 4, 2015 Return Date: November 5, 2015
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: AAAO Mid-Winter planning meeting

Traveler (s) Name: 1. Donna Raney 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$292.35 Advance Registration Required: \$0.00

Department Name: Appraisal Fund Name: Reappraisal

Additional Comments: Meals: \$75 Mileage: \$217.35 Hotel: \$0/Donna R. will be staying with family
Donna R. is on the planning committee for the AAAO conferences.

TOTAL EST. COST: \$ 292.35

To: Clay Henley, Chief Appraiser
From: Donald L. Mims, Administrator

The above request is app. 11/2/15 reimbursement of actual and necessary expenses in the
approximate amount of \$292.35 and advance registration of \$0.00 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>\$1,644.98</u>	
Budget Available:	<u>\$28,355.02</u>	
Current Requests:	<u>\$989.25</u>	
Budget Balance:	<u>\$27,365.77</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 10/27/2015

cc: Finance Director / Buyer

17-6