

# County Of Panola

VOL.

97 PAGE 0169

DEBBIE CRAWFORD  
TAX ASSESSOR - COLLECTOR

PANOLA COUNTY COURTHOUSE

110 S. SYCAMORE, ROOM 211

CARTHAGE, TEXAS 75633

(903) 693-0340

December 29, 2015

Panola County Commissioners Court  
Panola County Courthouse

Dear Madam and Gentlemen:

Please record the change of status of employee Amanda Geddie from part time deputy clerk to full time Deputy clerk in the Panola County Auto Registration effective January 1, 2016 at the budget rate.

Thank you for your continued support and cooperation.

Sincerely,



Debbie Crawford  
Panola County Tax Assessor-Collector

Cc: Joni Reed, County Treasurer  
Sidney Burns, County Auditor

NOTICE OF PROPOSED INSTALLATION  
PIPELINE AND/OR UTILITY LINESTO: THE PANOLA COUNTY COMMISSIONER'S COURT

c/o

PANOLA COUNTY ROAD & BRIDGE DEPARTMENT, CARTHAGE, TEXAS

Formal notice is hereby given that:

Holland Quarters Water proposes to place a  
(COMPANY NAME)3" casing line within the Right-of-Way  
(PIPE SIZE)of County Road: 1041 as follows:  
(NUMBER OF ROAD)The proposed pipeline will cross under the indicated roads on the attached sheet.  
Installation shall be made by boring a total length of 30' line in Panola County.

The location and description of the proposed line and appurtenances is more fully shown by the copies of the drawings attached to this notice. The line will be constructed and maintained on the County Right-of-Way as directed by the County Commissioners in accordance with current Panola County Specifications.

Construction of this line will begin on or after the 30th day of  
December, 2015.FIRM: Holland Quarters Water  
BY: David Thompson  
TITLE: Water Operator  
ADDRESS: 1823 Hwy 149  
Carthage Texas 75637  
PHONE: (903)-754-0404

## APPROVAL

January 11, 2016

TO: Mr. David Thompson  
Holland Quarters Water  
1823 Hwy 149  
Carthage, Texas 75633

RE: **CR #1041**

The Panola County Commissioners' Court offers no objection to the location on the right-of-way of your proposed **3" casing line** within the right-of-way of County Road #1041 as shown by accompanying drawings and notice except as noted below.

It is expressly understood that the County Commissioners' Court does not purpose hereby, to grant any right, claim, title or easement in or upon this county road. It is further understood that in the future should for any reason the county need to work, improve, relocate, widen, increase, add to, or in any manner change the structure of this right-of-way, any required relocation of said lines shall be at the sole expense of owner.

All work on the county right-of-way shall be performed in accordance with the county instructions. The installations shall not damage any part of the road and adequate provisions must be made to cause minimum inconvenience to traffic and adjacent owners. Special specifications for placing this line are as follows:

1. All lines are to be installed a minimum of 36 inches below the flow line of the adjacent drainage or barrow ditch.
2. All excavation within the right-of-way and not under surfacing shall be backfilled by tamping in 6 inch horizontal layers. All surplus material shall be removed from the right-of-way and the excavation finished flush with surrounding natural ground.
3. Lines crossing under surfaced roads and under surfacing cross roads within the right-of-way shall be placed by boring. Boring shall extend from crown line to crown line. Gravity from sewer lines under roadways shall be cast iron pipe.
4. All lines, where practicable, shall be located to cross roadbed at approximately right angles thereto. No lines are to be installed under or within 50 feet of either end of any bridge. No lines shall be placed in any culvert or within 10 feet of the closest point of same.
5. Parallel line will be installed as near the right-of-way lines as is possible and

no parallel line will be installed in the roadbed or between the drainage ditch and the roadbed without special permission of the Panola County Commissioners' Court.

6. Operations along roadbeds shall be performed in such manner that all excavated material be kept off the pavement at all times, as well as all operating equipment and materials. No equipment or installation procedures will be used which will damage any road surface or structures. The cost of any repairs to road surface, roadbed, structures or other right-of-way features as a direct result of this installation will be borne by the owner of this line.
7. Barricades, warning signs, lights, and flag man(men) when necessary shall be provided by the contractor or owner. One-half (1/2) of the traveled portion of the road must be open at all times.

Approved:   
COUNTY JUDGE

COMMISSIONERS:

|             |                       |
|-------------|-----------------------|
| Precinct #1 | Ronnie LaGrone        |
| Precinct #2 | John Gradberg         |
| Precinct #3 | Frank R. Langley, Jr. |
| Precinct #4 | Dale LaGrone          |

**SPECIAL SPECIFICATIONS  
FOR PIPELINES CROSSING IN BORED HOLES  
AND PLACED PARALLEL TO COUNTY ROADS**

**GENERAL NOTE:** The construction of this project shall follow "The Panola County Road and Bridge Department Standard Specifications" with respect to barricades, flagmen, flares, warning signs, and all responsibility for complaints or damage suits by traveling public and adjacent property owners.

1. Exaction material shall not be placed on road shoulders or traffic lanes or in ditches where drainage would be impaired. When excavation is permitted near the roadway, where, in the opinion of the County, the support of the oil road structure is endangered, sheeting, cribbing, other measures shall be taken to prevent damage to the roadway or the creation of traffic hazard.
2. All excavations shall be backfilled in a neat and workmanlike manner and all disturbed areas shall be restored to a condition comparable to the original condition. Backfill material shall be consolidated to a density comparable to that of the adjacent undisturbed material, replacing all of the excavated material except that displaced by pipe. The degree of compaction shall be such as to prevent future settlement. Excess material displaced by the pipe shall be removed from the right-of-way or otherwise disposed of to the satisfaction of the county's representative. Pipe laying operation shall not be carried on when soil conditions are such that construction equipment will cause rutting. Backfill operations shall be kept within one mile of trenching and/or pipe laying operations.
3. Sod and/or other erosion control measures removed or disturbed by the installation shall be replaced. This shall include keeping separate and replacing existing topsoil, importing sod or seeding or a combination of these methods together with fertilizer and water as necessary to re-establish vegetative cover in a healthy and growing condition.
4. The pipe or, if encased, the encasement pipe shall completely fit the bored hole.
5. All private and commercial access driveways disturbed by pipe laying shall be restored to a condition comparable to that which existed prior to these operations. Special care shall be taken to compact backfill and base material to prevent future settlement. All work shall be complete to the owner's satisfaction. All public access driveways with paved surfaces shall be crossed by the bored hole method. Crossings of dirt or gravel public access driveways may be made as specified for private and commercial access driveways except that provisions shall be made for uninterrupted flow of traffic.

259 CR#1041

3 1/4 mile

CR#1041

CR#104

## Donation

Date 1-5-16

The undersigned has secured a contribution from Plano Marine to Panola County for use in the Panola County Road and Bridge Fund. This contribution consists of:

\$ N/A and/or

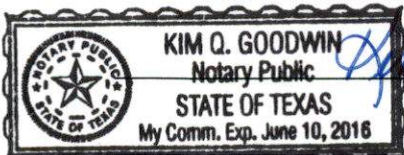
material of the following type and amount 16' X 48 Aluminium Tracker Flat Bottom Boat  
Serial # BUJ84768F787 valued at \$500.00

This donation is to be used as needed by the Panola County Road and Bridge Department to improve Panola County road number Pct 2, or if no road is indicated, then it is to be used to improve any Panola County road as seen fit by the Department. This donation must be accepted by the Panola County Commissioners' Court according to Local Govt. Code sec. 81.032 and Transportation Code sec. 252.214 and any money will be held by the Panola County Treasurer pending approval of deposit in the Road and Bridge Fund. Any material will not be used prior to the approval of the Court.

I acknowledge that this is intended as a donation and that no person or corporation has been promised any other benefit because of the donation, nor have been induced or coerced in any way by any official or employee of Panola County. I further certify that this donation was given freely and voluntarily.

John Madberg Commissioner, Precinct# 2

Sworn and subscribed to this 5<sup>th</sup> day of Jan, 20 16.



Kim Q. Goodwin Notary Public, State of Texas, My commission expires 6-10-2016

(Panola County Commissioners' Court use only)

This item was accepted / ~~disapproved~~ (strike one) at a meeting of the Panola County Commissioners' Court on this 11<sup>th</sup> day of January, 20 16.  
 County Judge Lee Ann Jones

NOTICE OF PROPOSED INSTALLATION  
PIPELINE AND/OR UTILITY LINESTO: THE PANOLA COUNTY COMMISSIONER'S COURT

c/o

PANOLA COUNTY ROAD & BRIDGE DEPARTMENT, CARTHAGE, TEXAS

Formal notice is hereby given that:

Holland Quarters Water proposes to place a  
(COMPANY NAME)2" casing 1" service line line within the Right-of-Way  
(PIPE SIZE)of County Road: 32 1041 as follows:  
(NUMBER OF ROAD)

The proposed pipeline will cross under the indicated roads on the attached sheet.  
Installation shall be made by boring a total length of 32' line in Panola County.

The location and description of the proposed line and appurtenances is more fully shown by the copies of the drawings attached to this notice. The line will be constructed and maintained on the County Right-of-Way as directed by the County Commissioners in accordance with current Panola County Specifications.

Construction of this line will begin on or after the 8th day of  
January, 2016.

FIRM: Holland Quarters Water  
BY: David Thompson  
TITLE: Water Operator  
ADDRESS: 1823 Hwy 149  
Carthage, Texas 75633  
PHONE: (903) 754-0404



# APPROVAL

January 11, 2016

TO: Mr. David Thompson  
Holland Quarters Water  
1823 Hwy 149  
Carthage, Texas 75633

RE: **CR #1041**

The Panola County Commissioners' Court offers no objection to the location on the right-of-way of your proposed **2" casing 1" service line** within the right-of-way of County Road #1041 as shown by accompanying drawings and notice except as noted below.

It is expressly understood that the County Commissioners' Court does not purpose hereby, to grant any right, claim, title or easement in or upon this county road. It is further understood that in the future should for any reason the county need to work, improve, relocate, widen, increase, add to, or in any manner change the structure of this right-of-way, any required relocation of said lines shall be at the sole expense of owner.

All work on the county right-of-way shall be performed in accordance with the county instructions. The installations shall not damage any part of the road and adequate provisions must be made to cause minimum inconvenience to traffic and adjacent owners. Special specifications for placing this line are as follows:

1. All lines are to be installed a minimum of 36 inches below the flow line of the adjacent drainage or barrow ditch.
2. All excavation within the right-of-way and not under surfacing shall be backfilled by tamping in 6 inch horizontal layers. All surplus material shall be removed from the right-of-way and the excavation finished flush with surrounding natural ground.
3. Lines crossing under surfaced roads and under surfacing cross roads within the right-of-way shall be placed by boring. Boring shall extend from crown line to crown line. Gravity from sewer lines under roadways shall be cast iron pipe.
4. All lines, where practicable, shall be located to cross roadbed at approximately right angles thereto. No lines are to be installed under or within 50 feet of either end of any bridge. No lines shall be placed in any culvert or within 10 feet of the closest point of same.
5. Parallel line will be installed as near the right-of-way lines as is possible and

no parallel line will be installed in the roadbed or between the drainage ditch and the roadbed without special permission of the Panola County Commissioners' Court.

6. Operations along roadbeds shall be performed in such manner that all excavated material be kept off the pavement at all times, as well as all operating equipment and materials. No equipment or installation procedures will be used which will damage any road surface or structures. The cost of any repairs to road surface, roadbed, structures or other right-of-way features as a direct result of this installation will be borne by the owner of this line.
7. Barricades, warning signs, lights, and flag man(men) when necessary shall be provided by the contractor or owner. One-half (1/2) of the traveled portion of the road must be open at all times.

Approved:   
COUNTY JUDGE

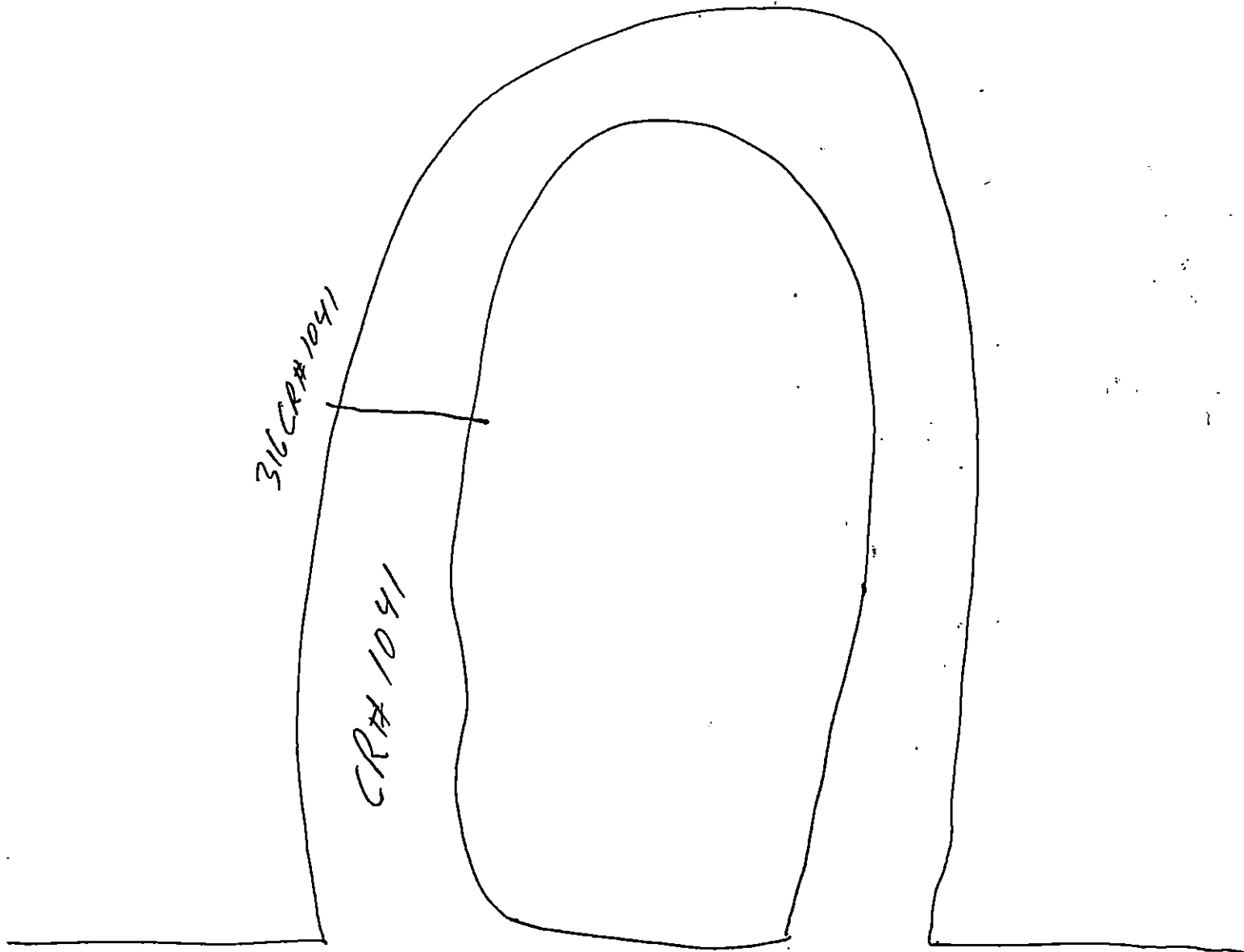
COMMISSIONERS:

|             |                       |
|-------------|-----------------------|
| Precinct #1 | Ronnie LaGrone        |
| Precinct #2 | John Gradberg         |
| Precinct #3 | Frank R. Langley, Jr. |
| Precinct #4 | Dale LaGrone          |

**SPECIAL SPECIFICATIONS  
FOR PIPELINES CROSSING IN BORED HOLES  
AND PLACED PARALLEL TO COUNTY ROADS**

**GENERAL NOTE:** The construction of this project shall follow "The Panola County Road and Bridge Department Standard Specifications" with respect to barricades, flagmen, flares, warning signs, and all responsibility for complaints or damage suits by traveling public and adjacent property owners.

1. Exaction material shall not be placed on road shoulders or traffic lanes or in ditches where drainage would be impaired. When excavation is permitted near the roadway, where, in the opinion of the County, the support of the oil road structure is endangered, sheeting, cribbing, other measures shall be taken to prevent damage to the roadway or the creation of traffic hazard.
2. All excavations shall be backfilled in a neat and workmanlike manner and all disturbed areas shall be restored to a condition comparable to the original condition. Backfill material shall be consolidated to a density comparable to that of the adjacent undisturbed material, replacing all of the excavated material except that displaced by pipe. The degree of compaction shall be such as to prevent future settlement. Excess material displaced by the pipe shall be removed from the right-of-way or otherwise disposed of to the satisfaction of the county's representative. Pipe laying operation shall not be carried on when soil conditions are such that construction equipment will cause rutting. Backfill operations shall be kept within one mile of trenching and/or pipe laying operations.
3. Sod and/or other erosion control measures removed or disturbed by the installation shall be replaced. This shall include keeping separate and replacing existing topsoil, importing sod or seeding or a combination of these methods together with fertilizer and water as necessary to re-establish vegetative cover in a healthy and growing condition.
4. The pipe or, if encased, the encasement pipe shall completely fit the bored hole.
5. All private and commercial access driveways disturbed by pipe laying shall be restored to a condition comparable to that which existed prior to these operations. Special care shall be taken to compact backfill and base material to prevent future settlement. All work shall be complete to the owner's satisfaction. All public access driveways with paved surfaces shall be crossed by the bored hole method. Crossings of dirt or gravel public access driveways may be made as specified for private and commercial access driveways except that provisions shall be made for uninterrupted flow of traffic.



CR# 104

2

Form #2201 Rev. 01/2015

Submit to:  
**SECRETARY OF STATE**  
**Government Filings Section**  
**P O Box 12887**  
**Austin, TX 78711-2887**  
**512-463-6334**  
**512-463-5569 - Fax**  
**Filing Fee: None**

**STATEMENT OF OFFICER**

This space reserved for office  
 FILED FOR RECORD  
 IN MY OFFICE

AT 1:52 O'CLOCK P M

JAN 11 2016

BOBBIE DAVIS  
 COUNTY CLERK, PANOLA COUNTY, TEXAS  
 BY B. Davis DEPUTY

**Statement**

I, Rebecca Joffrion, do solemnly swear (or affirm) that I have not directly or indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value, or promised any public office or employment for the giving or withholding of a vote at the election at which I was elected or as a reward to secure my appointment or confirmation, whichever the case may be, so help me God.

Title of Position to Which Elected/Appointed: Panola County Emergency Services District No. 1  
Commissioner

**Execution**

Under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated therein are true.

Date:

1-4-16

Rebecca D Joffrion  
 Signature of Officer

Revised 01/2015

Form #2204 Rev. 10/2011

## Submit to:

SECRETARY OF STATE  
Government Filings Section  
P O Box 12887  
Austin, TX 78711-2887  
512-463-6334

Filing Fee: None



## OATH OF OFFICE

This space reserved for office

FILED FOR RECORD  
IN MY OFFICE

AT 1:02 O'CLOCK P M

JAN 11 2016

BOBBIE DAVIS  
COUNTY CLERK, PANOLA COUNTY, TEXAS

BY B. DAVIS DEPUTY

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,

I, Rebecca Joffrion, do solemnly swear (or affirm), that I will faithfully  
execute the duties of the office of Panola County Emergency Services District No. 1 Commissioner of  
the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws  
of the United States and of this State, so help me God.

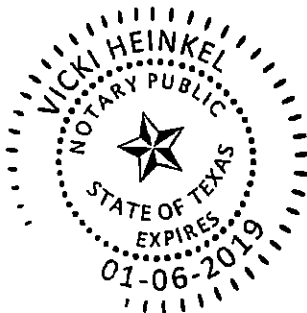
Rebecca Joffrion  
Signature of Officer

State of Texas  
County of Panola

Sworn to and subscribed before me  
this

4th day of January, 2016.

(seal)



Vicki Heinkel  
Signature of Notary Public or Other Officer  
Administering Oath  
Vicki Heinkel  
Printed or Typed Name

Form #2201 Rev. 01/2015

Submit to:  
**SECRETARY OF STATE**  
**Government Filings Section**  
**P O Box 12887**  
**Austin, TX 78711-2887**  
**512-463-6334**  
**512-463-5569 - Fax**  
**Filing Fee: None**

**STATEMENT OF OFFICER**

This space reserved for office  
FILED FOR RECORD  
IN MY OFFICE

AT 1:52 O'CLOCK P M

JAN 11 2016

BOBBIE DAVIS  
COUNTY CLERK, PANOLA COUNTY, TEXAS  
BY B. Davis DEPUTY

**Statement**

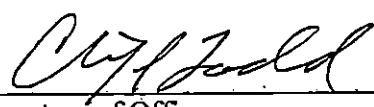
I, Cliff Todd, do solemnly swear (or affirm) that I have not directly or indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value, or promised any public office or employment for the giving or withholding of a vote at the election at which I was elected or as a reward to secure my appointment or confirmation, whichever the case may be, so help me God.

Title of Position to Which Elected/Appointed: Panola County Sharpe Field Airport Advisory Board Member

**Execution**

Under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated therein are true.

Date:

1-4-2016  
Signature of Officer

Form #2204 Rev. 10/2011

Submit to:

SECRETARY OF STATE  
Government Filings Section  
P O Box 12887  
Austin, TX 78711-2887  
512-463-6334

Filing Fee: None



## OATH OF OFFICE

This space reserved for office  
FILED FOR RECORD  
IN USE OFFICE

AT 5:52 O'CLOCK P M

JAN 11 2016

BOBBIE DAVIS  
COUNTY CLERK, PANOLA COUNTY, TEXAS

BY B. Davis DEPUTY

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,

I, Cliff Todd, do solemnly swear (or affirm), that I will faithfully execute the duties of the office of Panola County Sharpe Field Airport Advisory Board Member of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

Cliff R. Todd  
Signature of Officer

State of Texas  
County of Panola

Sworn to and subscribed before me  
this

(seal)

4th day of January, 2016

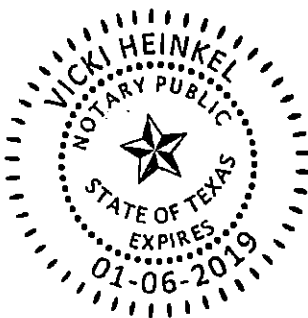
Vicki Heinkel

Signature of Notary Public or Other Officer

Administering Oath

Vicki Heinkel

Printed or Typed Name





# CERTIFICATE OF PARTICIPATION

The Texas A&M AgriLife Extension Service

Awards This Certificate To

**Lee Ann Jones**

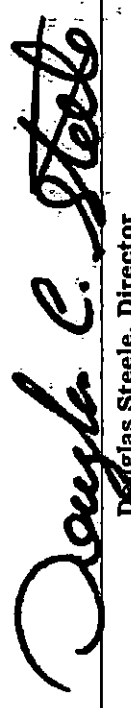
For Successfully Completing 5.5 Hours of Educational Training

During the

District 5 County Judges and Commissioners Conference

December 2, 2015  
Nacogdoches, Texas

TEXAS A&M  
**AGRI LIFE**  
EXTENSION

  
Douglas Steele, Director

  
Shelia Lewis, District Extension Administrator



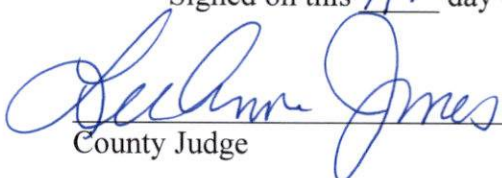
**PANOLA COUNTY 2015 BUDGET AMENDMENT #28**  
**January 11, 2016**


| ACCOUNT                                   | ACCOUNT DESCRIPTION             | AMOUNT   |   |
|---|---------------------------------|----------|---|
| <b>GENERAL FUND</b>                       |                                 |          |   |
| <b>MISCELLANEOUS AND NON-DEPARTMENTAL</b> |                                 |          |   |
| <a href="#">100-409-54101</a>             | COMPUTER SERVICES & SUPPLIES    | (13,000) |   |
| <a href="#">100-409-54150</a>             | PROFESSIONAL SERVICES           | 10,000   |   |
| <a href="#">100-409-54620</a>             | COPY MACHINE RENTALS & SUPPLIES | 3,000    |   |
|   |                                 |          | 0 |
| <b>LAWSUITS VS COUNTY</b>                 |                                 |          |   |
| <a href="#">100-478-54880</a>             | SETTLEMENTS & OTHERS            | (5,000)  |   |
| <a href="#">100-478-54890</a>             | ATTORNEY FEES                   | 5,000    |   |
|   |                                 |          | 0 |
| <b>HEALTH &amp; PAUPERS CARE</b>          |                                 |          |   |
| <a href="#">100-646-54600</a>             | INDIGENT HEALTH CARE            | (20,000) |   |
| <a href="#">100-646-54890</a>             | ATTORNEY FEES                   | 20,000   |   |
|   |                                 |          | 0 |
| <b>GRAND TOTAL GENERAL FUND</b>           |                                 |          | 0 |
| <b>ROAD &amp; BRIDGE FUND</b>             |                                 |          |   |
| <b>EXPENDITURES</b>                       |                                 |          |   |
| <b>PCT.4</b>                              |                                 |          |   |
| <a href="#">200-624-53560</a>             | REPAIR AND MAINTENANCE SUPPLIES | (220)    |   |
| <a href="#">200-624-55280</a>             | ROAD OIL PRE MIX & GRAVEL       | 220      |   |
|   |                                 |          | 0 |
| <b>GRAND TOTAL ROAD &amp; BRIDGE FUND</b> |                                 |          | 0 |

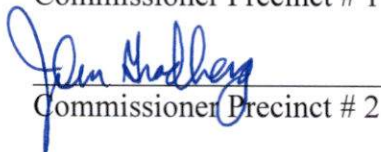
**PANOLA COUNTY  
2015  
BUDGET AMENDMENT #28**

We hereby amend the Panola County Budget for the Fiscal Year 2015 as set forth above according to the procedures outlined under Vernons Texas Codes Annotated Local Government Code, Chapter 111, Subchapter A Sections 111.010 (d), 111.0106, 111.0107, 111.0108. A copy of this Order is to be filed with the County Clerk and Attached to the Budget originally adopted for 2015.

Signed on this 11th day of January, 2016.

  
County Judge

  
Commissioner Precinct # 1

  
Commissioner Precinct # 2

  
Commissioner Precinct # 3

  
Commissioner Precinct # 4

Passed and approved by the Commissioners Court of Panola County on the 11th day of January, 2016 as the same appears on file in the office of the County Clerk of Panola County.

  
County Clerk



## NOTICE OF MEETING

### 123<sup>RD</sup> JUDICIAL DISTRICT COMMUNITY SUPERVISION AND CORRECTIONS DEPARTMENT

313 W. Panola St.  
Carthage, Texas 75633  
(903)693-0351

114 Hurst St.  
Center, Texas 75935  
(936)598-2718

TO WHOM IT MAY CONCERN:

PURSUANT TO THE TEXAS OPEN MEETINGS ACT, NOTICE IS HEREBY GIVEN THAT A MEETING OF THE 123<sup>RD</sup> JUDICIAL DISTRICT COMMUNITY SUPERVISION AND CORRECTIONS DEPARTMENT (CSCD) AND THE BOARD OF JUDGES WILL BE HELD ON THE 26TH DAY OF JANUARY 2016, AT 1:30 PM. THE MEETING WILL BE HELD AT THE PANOLA COUNTY COURTHOUSE, 108 S. SYCAMORE ST., ROOM 300, IN THE COMMISSIONERS COURTROOM, DISTRICT JUDGE CHARLES DICKERSON PRESIDING.

#### AGENDA

In compliance with TDCJ-CJAD funding guidelines, the following will be presented by the 123<sup>RD</sup> Judicial District CSCD Director, Bradley Wilburn, for discussion or approval:

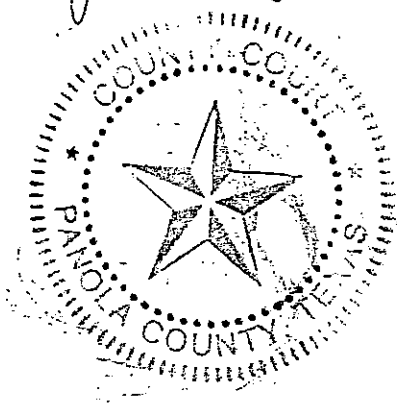
- (1) Minutes of the open meeting held by the 123<sup>RD</sup> Judicial District CSCD and Board of Judges on August 20, 2015.
- (2) 123<sup>RD</sup> Judicial District CSCD Proposed FY-2016 Basic Supervision Budget adjustment #1.
- (3) 123<sup>RD</sup> Judicial District CSCD Proposed FY-2016 Civil Supervision Budget.

\*\*\*\*\*

WITNESS THE HAND OF THE UNDERSIGNED CLERK ON THIS THE 7<sup>th</sup> DAY OF

January 2016, AT 11:13 AM/PM

Bobbie Davis by Rakesia Otis  
BOBBIE DAVIS, COUNTY CLERK  
PANOLA COUNTY, TEXAS



VOL. 97 PAGE 0189

123<sup>RD</sup> JUDICIAL DISTRICT  
COMMUNITY SUPERVISION AND CORRECTIONS DEPARTMENT

313 W. Panola St.  
Carthage, Texas 75633  
(903)693-0351

114 Hurst St.  
Center, Texas 75935  
(936)598-2718

Date: January 7, 2016

Attn: Commissioners' Court

From: 123<sup>RD</sup> Judicial District, Community Supervision and Corrections Department (CSCD),  
Director, Bradley Wilburn.

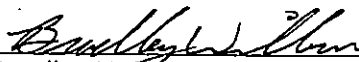
Ref: January 26, 2016 Open Meeting

In compliance with Section 140.004 of the Local Government Code, on this the 7 day  
of JANUARY 2016, I hereby file the following:

- (1) Minutes of the open meeting held by the 123<sup>RD</sup> Judicial District CSCD and Board of Judges  
on August 20, 2015.
- (2) 123<sup>RD</sup> Judicial District CSCD Proposed FY-2016 Basic Supervision Budget adjustment #1.
- (3) 123<sup>RD</sup> Judicial District CSCD Proposed FY-2016 Civil Supervision Budget.

Please be advised that an open meeting is scheduled for January 26, 2016 at 1:30 PM. The meeting  
will be held at the Panola County Courthouse, 110 S. Sycamore St., Commissioners Courtroom,  
District Judge Charles Dickerson presiding.


Respectfully submitted,

  
\_\_\_\_\_  
Bradley Wilburn, Director

cc: Honorable Judge Terry Bailey, Panola County Court at Law  
Honorable Judge Charles Dickerson, 123<sup>RD</sup> Judicial District  
Honorable Judge Charles Mitchell, 273<sup>RD</sup> Judicial District  
Sidney Burns, Panola County Auditor & CSCD Fiscal Officer

FILED FOR RECORD  
IN MY OFFICE  
AT 11:4 O'CLOCK a M

JAN 07 2016

BOBBIE DAVIS  
COUNTY CLERK, PANOLA COUNTY, TEXAS  
BY  DEPUTY

## MINUTES

# OPEN MEETING OF THE 123<sup>RD</sup> JUDICIAL DISTRICT COMMUNITY SUPERVISION AND CORRECTIONS DEPARTMENT (CSCD) AND BOARD OF JUDGES

A meeting of the 123<sup>RD</sup> Judicial District Community Supervision and Corrections Department and the Board of Judges was called to order by the 123<sup>RD</sup> Judicial District Judge Charles Dickerson, at 1:05 P.M. on the 20<sup>TH</sup> day of August 2015, at 200 San Augustine St., Center, Texas, in the Shelby County Courthouse, 3<sup>rd</sup> Floor, Suite 3, District Judge Charles Dickerson presiding.

Board of Judges In attendance: Judge Terry Bailey, Panola County Court at Law  
Judge Charles Dickerson, 123<sup>RD</sup> Judicial District  
Judge Charles Mitchell, 273<sup>RD</sup> Judicial District

Also in attendance: Sidney Burns, Panola County Auditor / CSCD Fiscal Officer  
Bradley Wilburn, 123<sup>RD</sup> Judicial District CSCD, Director

## Agenda Item 1

Motion by Judge Mitchell, seconded by Judge Bailey to approve the minutes of the open meeting held by the 123<sup>RD</sup> Judicial District CSCD and Board of Judges on February 26, 2015. Motion carried with 3 ayes.

## Agenda Item 2

Motion by Judge Bailey, seconded by Judge Mitchell to approve the 123<sup>RD</sup> Judicial District CSCD Proposed FY-2015 Adult Drug Court Grant budget adjustment #1. Motion carried with 3 ayes.

## Agenda Item 3

Motion by Judge Bailey, seconded by Judge Mitchell to approve the 123<sup>RD</sup> Judicial District CSCD Proposed FY-2015 Basic Supervision Budget adjustment #3. Motion carried with 3 ayes.

## Agenda Item 4

Motion by Judge Bailey, seconded by Judge Dickerson to approve the 123<sup>RD</sup> Judicial District CSCD Proposed FY-2015 Community Service Restitution budget adjustment #1. Motion carried with 3 ayes.

## Agenda Item 5

Motion by Judge Bailey, seconded by Judge Mitchell to approve the 123<sup>RD</sup> Judicial District CSCD Proposed FY-2015 Sex Offender Services (Specialized Caseload) budget adjustment #1. Motion carried with 3 ayes.

## Agenda Item 6

Motion by Judge Bailey, seconded by Judge Mitchell to approve the 123<sup>RD</sup> Judicial District CSCD Proposed FY-2016/2017 Basic Supervision initial budget. Motion carried with 3 ayes.

## Agenda Item 7

Motion by Judge Bailey, seconded by Judge Dickerson to approve the 123<sup>RD</sup> Judicial District CSCD Proposed FY-2016/2017 Community Service Restitution initial budget. Motion carried with 3 ayes.

## Agenda Item 8

Motion by Judge Bailey, seconded by Judge Mitchell to approve the 123<sup>RD</sup> Judicial District CSCD Proposed FY-2016/2017 Indirect Service initial budget. Motion carried with 3 ayes.

Agenda Item 9

Motion by Judge Bailey, seconded by Judge Mitchell to approve the 123<sup>RD</sup> Judicial District CSCD Proposed FY-2016/2107 Sex Offender Services (Treatment) initial budget. Motion carried with 3 ayes.

Agenda Item 10

Motion by Judge Bailey, seconded by Judge Mitchell to approve the 123<sup>RD</sup> Judicial District CSCD Proposed FY-2016/2017 Sex Offender Services (Specialized Caseload) initial budget. Motion carried with 3 ayes.

Agenda Item 11

Motion by Judge Bailey, seconded by Judge Mitchell to approve the CSCD making a request of the Panola County Commissioners' Court to fund a portion of the purchase of mobile radios for the CSCD vehicles stationed in Panola County and portable radios for the CSCD officers station in Panola County. Motion carried with 3 ayes.

The meeting was adjourned by Judge Bailey at 2:05 P.M.

Submitted for approval by, \_\_\_\_\_  
Bradley Wilburn, 123<sup>RD</sup> Judicial District CSCD Director

Approved on the \_\_\_\_\_ day of \_\_\_\_\_ 2016.

Judge Terry Bailey, Panola County Court at Law \_\_\_\_\_

Judge Charles Dickerson, 123<sup>RD</sup> Judicial District \_\_\_\_\_

Judge Charles Mitchell, 273<sup>RD</sup> Judicial District \_\_\_\_\_

TEXAS DEPARTMENT OF CRIMINAL JUSTICE  
COMMUNITY JUSTICE ASSISTANCE DIVISIONFILED FOR RECORD  
IN MY OFFICEAT 11:16 O'CLOCK a M

## BUDGET ADJUSTMENT REQUEST

JAN 07 2016

BOBBIE DAVIS  
COUNTY CLERK, PANOLA COUNTY, TEXAS  
BY [Signature] DEPUTY

Chief County: PANOLA

Program Title AND ID Number: BASIC SUPERVISION ID # 900

Funding Source: BS

Adjustment Number: 1

Fiscal Year: 2016

This budget adjustment has been approved in accordance with the adopted budget approval procedures established by the local judges responsible for the CSCD's budget/budget adjustments, which is in compliance with the Open Meetings Act, Government Code 551 and Government Code 76.002 (a).

Bradley Wilburn  
CSCD Director (Print Name)

\_\_\_\_\_  
CSCD Director (Signature)

\_\_\_\_\_  
Date

**Budget/Adjustment Endorsements:**

\_\_\_\_\_  
Judge Terry Bailey, Panola County Court at Law

\_\_\_\_\_  
Judge Charles Dickerson, 123<sup>RD</sup> Judicial District

\_\_\_\_\_  
Judge Charles Mitchell, 273<sup>RD</sup> Judicial District



**TEXAS DEPARTMENT OF CRIMINAL JUSTICE**  
**Community Justice Assistance Division**  
**Budget Adjustment - Fiscal Year 2016**  
**Date Received: 1/6/2016**

APPROVED BY: \_\_\_\_\_  
 Nancy Espinoza, TDCJ-CJAD Budget Director

DATE APPROVED: \_\_\_\_\_

| CSCD:                                    | Year: | ADJ#: | Program:                | Funding Type:  | Other Funding: |
|--|-------|-------|-------------------------|----------------|----------------|
| Panola                                   | 2016  | 1     | 900 - Basic Supervision | BS             | None           |
| <b>REVENUE:</b>                          |       |       | <b>APPROVED</b>         | <b>ADJ REQ</b> | <b>TOTAL</b>   |
| TDCJ-CJAD Funding (State Aid)            |       |       | \$ 222,860              | \$ 0           | \$ 222,860     |
| SAFPF Payments (Basic Supervision Only)  |       |       | \$ 300                  | \$ 0           | \$ 300         |
| Community Supervision Fees Collected     |       |       | \$ 350,000              | \$ -50,488     | \$ 299,512     |
| Payments By Program Participants         |       |       | \$ 25,500               | \$ 0           | \$ 25,500      |
| Interest Income (Basic Supervision Only) |       |       | \$ 100                  | \$ 0           | \$ 100         |
| Carry Over from Previous Fiscal Year     |       |       | \$ 97,740               | \$ 0           | \$ 97,740      |
| Other Revenue                            |       |       | \$ 0                    | \$ 0           | \$ 0           |
| Basic Supervision Interfund Transfer     |       |       | \$ 0                    | \$ 0           | \$ 0           |
| CCP Interfund Transfer                   |       |       | \$ 0                    | \$ 0           | \$ 0           |
| <b>TOTAL REVENUE:</b>                    |       |       | \$ 696,500              | \$ -50,488     | \$ 646,012     |

|                                 |  |  |                 |                |              |
|---------------------------------|--|--|-----------------|----------------|--------------|
| <b>EXPENDITURES:</b>            |  |  | <b>APPROVED</b> | <b>ADJ REQ</b> | <b>TOTAL</b> |
| Salaries/Fringe Benefits        |  |  | \$ 578,103      | \$ -35,590     | \$ 542,513   |
| - Full Time Salaries            |  |  |                 |                |              |
| - Part Time Salaries            |  |  |                 |                |              |
| - Fringe Benefits               |  |  |                 |                |              |
| Travel/Furnished Transportation |  |  | \$ 22,788       | \$ 402         | \$ 23,190    |
| Contract Services for Offenders |  |  | \$ 6,400        | \$ -300        | \$ 6,100     |
| Professional Fees               |  |  | \$ 19,021       | \$ 200         | \$ 19,221    |
| Supplies & Operating Expenses   |  |  | \$ 55,088       | \$ -16,000     | \$ 39,088    |
| Facilities                      |  |  | \$ 0            | \$ 0           | \$ 0         |
| Utilities                       |  |  | \$ 9,700        | \$ 1,000       | \$ 10,700    |
| Equipment                       |  |  | \$ 5,400        | \$ -200        | \$ 5,200     |
| <b>TOTAL EXPENDITURES:</b>      |  |  | \$ 696,500      | \$ -50,488     | \$ 646,012   |

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## Section 2 - Payments by Program Participants

| GRAND TOTALS      |         | \$25,500  | \$0      | \$25,500 |
|-------------------|---------|-----------|----------|----------|
| Item              | Current | Requested | Adjusted |          |
| URINALYSIS        | 17,000  | 0         | 17,000   |          |
| SASSI EVALUATIONS | 8,500   | 0         | 8,500    |          |

**Section 6 - Full Time Salaries**

| GRAND TOTALS                 |        | \$428,975 | (\$27,500) | \$401,475 |
|------------------------------|--------|-----------|------------|-----------|
| Position Title               | % Time | Current   | Requested  | Adjusted  |
| Adm. Support (Clerical)      | 100    | 32,042    | -12,500    | 19,542    |
| Adm. Support (Clerical)      | 100    | 31,974    | -20,000    | 11,974    |
| Adm. Support (Clerical)      | 100    | 25,516    | 5,000      | 30,516    |
| CSCD Assist./Deputy Director | 100    | 47,471    | 0          | 47,471    |
| CSCD Director                | 91     | 62,738    | 0          | 62,738    |
| CSO I - Entry Level          | 100    | 33,742    | 0          | 33,742    |
| CSO I - Entry Level          | 100    | 33,742    | 0          | 33,742    |
| CSO II                       | 100    | 35,603    | 0          | 35,603    |
| CSO II                       | 100    | 36,791    | 0          | 36,791    |
| CSO IV                       | 100    | 47,471    | 0          | 47,471    |
| CSO IV                       | 100    | 41,885    | 0          | 41,885    |

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## Section 8 - Fringe Benefits

| GRAND TOTALS                  |                 | \$149,128 | (\$8,090) | \$141,038 |
|-------------------------------|-----------------|-----------|-----------|-----------|
| Position Title                | % Time          | Current   | Requested | Adjusted  |
| FICA MATCHING                 | 7.65%           | 33,060    | -2,060    | 31,000    |
| RETIREE INSURANCE W/7.65 inc. | \$996 per month | 12,000    | 0         | 12,000    |
| RETIREMENT                    | 24.02%          | 103,200   | -6,000    | 97,200    |
| UNEMPLOYMENT                  | .002%           | 868       | -30       | 838       |

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## Section 9 - Travel/Furnished Transportation

| GRAND TOTALS        |                 | \$22,788 | \$402     | \$23,190 |
|---------------------|-----------------|----------|-----------|----------|
| Position Title      | % Time          | Current  | Requested | Adjusted |
| FUEL                | Not Specified   | 10,000   | 0         | 10,000   |
| PER DIEM            | Not Specified   | 5,000    | 2,000     | 7,000    |
| VEHICLE ACCESSORIES | Not Specified   | 1,000    | -500      | 500      |
| VEHICLE MAINTENANCE | Not Specified   | 3,000    | 0         | 3,000    |
| VEHICLES INSURANCE  | 2788/1000 DEDUC | 3,788    | -1,098    | 2,690    |

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## Section 10 - Contract Services for Offenders

| GRAND TOTALS                              |                         |          |      |       | \$6,400 | (\$300)   | \$6,100  |
|---|-------------------------|----------|------|-------|---------|-----------|----------|
| Provider Name                             | Type of Service         | Quantity | Unit | Rate  | Current | Requested | Adjusted |
| SAF-T-FIRST - Shelby                      | Urinalysis Testing      | 166      | test | 18.00 | 3,000   | 0         | 3,000    |
| URQUHART, LLC dba FIRE && SAFETY - Panola | Urinalysis Testing      | 166      | test | 18.00 | 3,000   | 0         | 3,000    |
| ONE SOURCE TOXICOLOGY LAB                 | Urinalysis Confirmation | 22       | test | 18.00 | 400     | -300      | 100      |

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## Section 11 - Professional Fees

| GRAND TOTALS                   |                 | \$19,021 | \$200     | \$19,221 |
|--------------------------------|-----------------|----------|-----------|----------|
| Position Title                 | % Time          | Current  | Requested | Adjusted |
| ABSCONDER LOCATOR              | FY 15           | 100      | 0         | 100      |
| EMPLOYMENT AD                  | \$150 PER AD    | 600      | 0         | 600      |
| FISCAL SERVICE FEE .0075       | CJAD FUNDING    | 1,671    | 0         | 1,671    |
| INDEPENDENT AUDIT              | FY 15           | 4,500    | 0         | 4,500    |
| LEGAL / ATTORNEY FEES          | Not Specified   | 1,500    | 0         | 1,500    |
| LIABILITY AND BOND INSURANCE   | TAC / TRAVELERS | 9,650    | 0         | 9,650    |
| TRAINING AND REGISTRATION FEES | FY 15           | 1,000    | 200       | 1,200    |

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## Section 12 - Supplies &amp; Operating Expenses

| GRAND TOTALS                      |                  | \$55,088 | (\$16,000) | \$39,088 |
|-----------------------------------|------------------|----------|------------|----------|
| Position Title                    | % Time           | Current  | Requested  | Adjusted |
| COMPUTER SUPPLIES AND MAINTENANCE | ESTIMATE         | 1,000    | 1,500      | 2,500    |
| CORRECTIONS SOFTWARE              | \$1592 PER MONTH | 19,105   | 0          | 19,105   |
| OFFICE SUPPLIES                   | FY 15            | 10,000   | 3,500      | 13,500   |
| UA SUPPLIES                       | \$6/13 panel     | 3,000    | 0          | 3,000    |
| UNBUDGETED                        | Not Specified    | 21,983   | -21,000    | 983      |



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## Section 14 - Utilities

| GRAND TOTALS        |               | \$9,700 | \$1,000   | \$10,700 |
|---------------------|---------------|---------|-----------|----------|
| Position Title      | % Time        | Current | Requested | Adjusted |
| CELL PHONE SERVICES | Not Specified | 7,000   | 1,000     | 8,000    |
| INTERNET SERVICES   | Not Specified | 2,200   | 0         | 2,200    |
| LONG DISTANCE       | Not Specified | 500     | 0         | 500      |

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## Section 15 - Equipment


| GRAND TOTALS    |               | \$5,400 | (\$200)   | \$5,200  |
|-----------------|---------------|---------|-----------|----------|
| Position Title  | % Time        | Current | Requested | Adjusted |
| CELL PHONES     | Not Specified | 200     | -200      | 0        |
| POSTAGE MACHINE | Not Specified | 200     | 0         | 200      |
| XEROX COPIER    | Not Specified | 5,000   | 0         | 5,000    |

## Section 16 - Vehicle Inventory

| Make          | Model         | VIN               | Year | Mileage |
|---------------|---------------|-------------------|------|---------|
| CHEVROLET     | TRAVERSE      | 1GNLVEED6AS107249 | 2010 | 36543   |
| CHEVROLET     | TRAVERSE      | 1GNLVEED6AS109714 | 2010 | 31068   |
| GMC           | TAHOE         | 1GNSK2E01ER167386 | 2014 | 9502    |
| GMC           | TAHOE         | 1GNSK2E05ER171487 | 2014 | 4563    |
| Not Specified | Not Specified | Not Specified     | 0    | 0       |
| GMC           | TAHOE         | 1GNSKBE02BR239384 | 2011 | 72845   |
| FORD          | EXPLORER      | 1FM5K8AR8FGB61428 | 2015 | 8034    |
| GMC           | TAHOE         | 1GNSK2E02ER180907 | 2014 | 5530    |

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## Section 19 - Grant Sources

|   | Grantor(Source)        | Grant Date | Program Title                            | Current Grant | Requested Grant | Adjusted Grant | Current CJAD Match | Requested CJAD Match | Adjusted CJAD Match |
|---|------------------------|------------|--|---------------|-----------------|----------------|--------------------|----------------------|---------------------|
|  | Office of the Governor | 9/1/2015   | 123rd Judicial District Adult Drug Court | 0             | 100,272         | 100,272        | 0                  | 0                    | 0                   |

AT 11:17 O'CLOCK a MAPPLICANT INFORMATION SHEET  
FISCAL YEARS 2016

JAN 07 2016

PROGRAM TITLE AND ID NUMBER: CIVIL SUPERVISION

BOBBIE DAVIS  
COUNTY CLERK, PANOLA COUNTY, TEXAS  
BY R. HICKS DEPUTY

AGENCY NAME: 123RD JUDICIAL DISTRICT CSCD

Address: 313 WEST PANOLA STREET

City/Zip: CARTHAGE 75633

Phone: 903/693-0351 FAX: 903/693-0312

Chief County: PANOLA

Fed. Employer ID #: 75-6001150

E-mail Address: bradley.wilburn@co.panola.tx.us

CSCD Personnel serve Juvenile Offenders: YES X NO

FISCAL OFFICER/Name/Title: SIDNEY BURNS / PANOLA COUNTY AUDITOR

Address: 110 S. SYCAMORE STREET

City/Zip: CARTHAGE, 75633

Phone: 903/693-0321 FAX: 903/693-2726

E-mail Address: sidney.burns@co.panola.tx.us

This budget has been approved in accordance with the adopted budget approval procedures established by the local judges responsible for the CSCD's budget/budget adjustments, which is in compliance with the Open Meetings Act, Government Code 551 and Government Code 76.002 (a).

CSCD Director's Signature \_\_\_\_\_ Date \_\_\_\_\_

Budget / Adujstment Endorsements:

Judge Terry Bailey, Panola County Court at Law \_\_\_\_\_ Date \_\_\_\_\_

Judge Charles Dickerson, 123RD Judicial District \_\_\_\_\_ Date \_\_\_\_\_

Judge Charles Mitchell, 273RD Judicial District \_\_\_\_\_ Date \_\_\_\_\_

## BUDGET- FISCAL YEARS 2016

DATE SUBMITTED: \_\_\_\_\_

|  |  |  |                                  |
|--|--|--|----------------------------------|
| CHIEF COUNTY: Panola   |  | PROGRAM ID #:  | PROGRAM TITLE: CIVIL SUPERVISION |
| Requested TDCJ-CJAD Funding (Check only one):                          |  | If this program has partial funding from another source, please specify source and the amount: |                                  |
| Basic Supervision <input type="checkbox"/>                             |  |  |                                  |
| Community Corrections Programs (CCP) <input type="checkbox"/>          |  |  |                                  |
| Diversion Programs (DP) <input type="checkbox"/>                       |  |  |                                  |
| Treatment Alternative to Incarceration (TAIP) <input type="checkbox"/> |  |  |                                  |
| REVENUE:   |  | FY 2016  |                                  |
| Requested TDCJ-CJAD Funding  |  | \$0  |                                  |
| Carry Over from Previous Fiscal Year                                   |  | \$146.60   |                                  |
|  |  |  |                                  |
|  |  |  |                                  |
|  |  |  |                                  |
|  |  |  |                                  |
| <b>TOTAL REVENUE</b>   |  | <b>146.60</b>  |                                  |
| TYPE OF EXPENDITURE:   |  | FY 2016  |                                  |
| Salaries/Fringe Benefits   |  | 0.00   |                                  |
| Travel/Furnished Transportation  |  | 0.00   |                                  |
| Contract Services for Offenders  |  | 0.00   |                                  |
| Professional Fees  |  | 0.00   |                                  |
| Supplies & Operating Expenditures                                      |  | 146.60   |                                  |
| Facilities   |  | 0.00   |                                  |
| Utilities  |  | 0.00   |                                  |
| Equipment  |  | 0.00   |                                  |
| <b>TOTAL EXPENDITURES</b>  |  | <b>146.60</b>  |                                  |
| FOR CJAD USE ONLY  |  |  |                                  |
| REVIEWED BY:   |  | DATE RECEIVED:   |                                  |

NOTES:

**SUPPORTING SCHEDULES FOR FY 2016**

|                      |                                  |
|----------------------|----------------------------------|
| CHIEF COUNTY: Panola | PROGRAM TITLE: CIVIL SUPERVISION |
|----------------------|----------------------------------|

| SUPPLIES & OTHER OPERATING EXPENDITURES       | Basis of Cost | FY-2016 |  |
|---|---------------|---------|--|
| 1. Office Supplies & Operating Expenses       |               |         |  |
| 2. Urinalysis Supplies                        |               |         |  |
| Cost per test for UA:                         |               |         |  |
| 3. Computer Supplies/Maintenance              |               | 146.60  |  |
| 4. Other Operating Expenditures: (specify)    |               |         |  |
|   |               |         |  |
| TOTAL SUPPLIES & OTHER OPERATING EXPENDITURES |               | 146.60  |  |

Lee Ann Jones,  
County Judge**PANOLA COUNTY OFFICIAL/EMPLOYEE  
REQUEST FOR ATTENDANCE AT A CONFERENCE****NAME:** David A. Gray**POSITION:** Justice of the Peace Pct 1 and 4**DEPARTMENT:** Justice of the Peace Pct 1 and 4**DATE:** January 4, 2016**CONFERENCE:** Texas Justice Court Judges Training Center –  
20 hr Justice of the Peace 2016 training**LOCATION:** Rockwall, Texas**DATE:** May 16-18, 2016**NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE:** 3

Does the conference meet your educational requirement for the year? Yes

If not, how much of your requirements will be met by this conference?

How much of your requirements have been met already, not counting this conference?

**Minimum hours will be obtained with this training.**

---

How many days have you been away from your job this year for conferences, not counting this conference? 0


Do you have sufficient funds in your budget for this conference? Yes

Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

**This 20 hr course is required every year for JP's. Minimum hours will be obtained with this training.**

APPROVED

01-11-2016

Lee Ann Jones,  
County Judge**PANOLA COUNTY OFFICIAL/EMPLOYEE  
REQUEST FOR ATTENDANCE AT A CONFERENCE****NAME:** David A. Gray**POSITION:** Justice of the Peace Pct 1 and 4**DEPARTMENT:** Justice of the Peace Pct 1 and 4**DATE:** January 4, 2016**CONFERENCE:** Texas Justice Court Judges Training Center –  
Mass Fatality and Inquest**LOCATION:** Tyler, Texas**DATE:** August 10-11, 2016**NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE:** 2

Does the conference meet your educational requirement for the year? No, it's additional training.

If not, how much of your requirements will be met by this conference?

How much of your requirements have been met already, not counting this conference?

**My minimum required hours will have already been met.**

---

How many days have you been away from your job this year for conferences, not counting this conference? 0

Do you have sufficient funds in your budget for this conference? Yes

Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

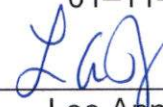
**This 10 hr course will cover inquest duties and those required duties during a Mass Fatality Incident.**





APPROVED

01-11-2016

Lee Ann Jones,  
County Judge**PANOLA COUNTY OFFICIAL/EMPLOYEE  
REQUEST FOR ATTENDANCE AT A CONFERENCE**

NAME: Toni Hughes

POSITION: Criminal Clerk for JP1

DEPARTMENT: JP1

DATE: January 4, 2016

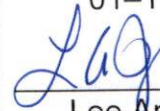
CONFERENCE: 2016 for Experienced Court Clerks Seminar

LOCATION: ROCKWALL, TEXAS

DATES: July 13-15, 2016NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE: 3Does the conference meet your educational requirement for the year? N/AIf not, how much of your requirements will be met by this conference? N/AHow much of your requirements have been met already, not counting this conference? N/AHow many days have you been away from your job this year for conferences, not counting this conference? NoneDo you have sufficient funds in your budget for this conference? YES

Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

Training on updated laws and changes regarding daily responsibilities of the Court

Lee Ann Jones,  
County Judge**PANOLA COUNTY OFFICIAL/EMPLOYEE  
REQUEST FOR ATTENDANCE AT A CONFERENCE****NAME:** Mary Sue Kiper**POSITION:** Civil Clerk for JP1**DEPARTMENT:** JP1**DATE:** January 4, 2016**CONFERENCE:** 2016 for Experienced Court Clerks Seminar**LOCATION:** ROCKWALL, TEXAS**DATES:** July 13-15, 2016NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE: 3Does the conference meet your educational requirement for the year? N/AIf not, how much of your requirements will be met by this conference? N/AHow much of your requirements have been met already, not counting this conference? N/AHow many days have you been away from your job this year for conferences, not counting this conference? NoneDo you have sufficient funds in your budget for this conference? YES

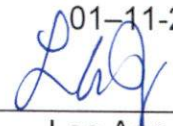
Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

Training on updated laws and changes regarding daily responsibilities of the Court

PANOLA COUNTY OFFICIAL/EMPLOYEE  
REQUEST FOR ATTENDANCE  
AT A CONFERENCE

APPROVED

01-11-2016



Lee Ann Jones,  
County Judge

NAME: JONI W. REED

POSITION: COUNTY TREASURER

DEPARTMENT: TREASURER'S OFFICE

DATE: DECEMBER 1, 2015

CONFERENCE: TAC 16TH ANNUAL TREASURER'S CONFERENCE 2016

LOCATION: AUSTIN, TEXAS

DATES: MONDAY, APRIL 18, 2016 to THURSDAY, APRIL 21, 2016

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE: 4

Does the conference meet your educational requirements for the year? YES

If not, how much of your requirements will be met by this conference? \_\_\_\_\_

How much of your requirements have been met already, not counting this conference? NONE

How many days have you been away from your job this year for conferences, not counting this conference? 2

Do you have sufficient funds in your budget for this conference? YES

Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

THIS CONFERENCE GIVES ME THE CONTINUING EDUCATION HOURS

NEEDED FOR 2016.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



PANOLA COUNTY OFFICIAL/EMPLOYEE  
REQUEST FOR ATTENDANCE  
AT A CONFERENCE

APPROVED

01-11-2016

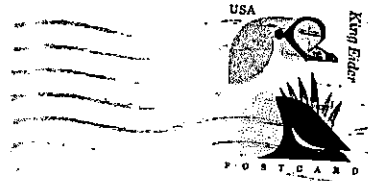
Lee Ann Jones,  
County JudgeNAME: DEBRA JOHNSONPOSITION: DISTRICT CLERKDEPARTMENT: DISTRICT CLERKDATE: 1/4/2016CONFERENCE: 121ST ANNUAL CDCAT CONFERENCELOCATION: CORPUS CHRISTI TXDATES: 6/19/2016 to 6/23/2016NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE: 4Does the conference meet your educational requirements for the year? yesIf not, how much of your requirements will be met by this conference? unknown at this timeHow much of your requirements have been met already, not counting this  
conference? unknown at this timeHow many days have you been away from your job this year for conferences, not  
counting this conference? 4Do you have sufficient funds in your budget for this conference? 4Write a short statement explaining the public purpose that will be met by your  
attendance at this conference: (continue on the back if necessary.)Gain knowledge from topics presented, fulfill mandatory continuing education  
requirements

**SAVE THE DATE**  
**JUNE 19 - JUNE 23, 2016**

121st Annual CDCAT Conference  
*An Island Paradise: Turning  
the Tide*

Holiday Inn Downtown Marina  
707 N. Shoreline Blvd.  
Corpus Christi, Texas  
(Room block opens Jan. 4, 2016)

Agenda, registration forms and other  
conference related information  
forthcoming. Details will be emailed and  
made available at [www.cdcatexas.com](http://www.cdcatexas.com).



Hon. Debra Johnson  
Panola County District Clerk  
110 S. Sycamore, RM 227  
Carthage, TX 75633

1-800-764-BEACH (2332) 1-800-764-BEACH (2332)

Lee Ann Jones,  
County Judge**PANOLA COUNTY OFFICIAL/EMPLOYEE  
REQUEST FOR ATTENDANCE AT A CONFERENCE**

NAME:

Tina C McMullen

POSITION:

Jail Administrator

DEPARTMENT:

Panola County Detention Center

DATE:

12-31-15

CONFERENCE:

Odyssey User Conference

LOCATION:

Austin Texas

DATES:

3-28-16

to

3-30-16

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE:

3Does the conference meet your educational requirements for the year? NO

If not, how much of your requirements will be met by this conference? \_\_\_\_\_

How much of your requirements have been met already, not counting this conference?  
\_\_\_\_\_How many days have you been away from your job this year for conferences, not  
counting this conference? NONEDo you have sufficient funds in your budget for this conference? yesWrite a short statement explaining the public purpose that will be met by your  
attendance at this conference: (continue on the back if necessary.)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PANOLA COUNTY OFFICIAL/EMPLOYEE  
REQUEST FOR ATTENDANCE AT A CONFERENCELee Ann Jones,  
County Judge

NAME:

Tabitha Martinez

POSITION:

Assistant Jail Administrator

DEPARTMENT:

Panola County Detention

DATE:

12-31-15

CONFERENCE:

Odyssey User Conference

LOCATION:

Austin Texas

DATES:

3-28-16 to 3-30-16

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE:

3

Does the conference meet your educational requirements for the year? NO

If not, how much of your requirements will be met by this conference?

How much of your requirements have been met already, not counting this conference?

How many days have you been away from your job this year for conferences, not counting this conference? None

Do you have sufficient funds in your budget for this conference?

Yes

Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)



PANOLA COUNTY OFFICIAL/EMPLOYEE  
REQUEST FOR ATTENDANCE AT A CONFERENCE

APPROVED

01-11-2016

Lee Ann Jones,  
County Judge

NAME:

Stephen Long

POSITION:

Detention Officer

DEPARTMENT:

Panola County Detention

DATE:

12-31-15

CONFERENCE:

Online Detention Course

LOCATION:

w/ Telex

DATES:

to

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE:

NONE

Does the conference meet your educational requirements for the year?

NO

If not, how much of your requirements will be met by this conference?

NO

How much of your requirements have been met already, not counting this conference?

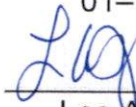
How many days have you been away from your job this year for conferences, not counting this conference?

Do you have sufficient funds in your budget for this conference?

Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

For Detention officer Certification



Lee Ann Jones,  
County JudgePANOLA COUNTY OFFICIAL/EMPLOYEE  
REQUEST FOR ATTENDANCE AT A CONFERENCE

NAME: Vickie Lacy

POSITION: FCS Agent

DEPARTMENT: AgriLife Extension

DATE: 01/06/2016

CONFERENCE: Food Training Show

LOCATION: TAMU College Station, Texas

DATES: December 1-3, 2015

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE: 3

Does the conference meet your educational requirements for the year? yes

If not how much of your requirements will be met by this conference? n/a

How much of your requirements have been met already, not counting this conference?

n/a

How many days have you been away from your job this year for conferences, not counting this conference? n/a

Do you have sufficient funds in your budget for this conference? yes

Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

Teaching skills to train 4-H kids to participate in the county, district, and

state food shows.