

January 9, 2018

FROM: Kim Goodwin, Road and Bridge Warehouse Coordinator

TO: Joni Reed, County Treasurer

SUBJECT: EFFECTIVE DATE OF RETIREMENT:

Please be advised of the retirement of Jerry Coxen, Foreman, Panola County Road & Bridge Department, Pct 4, effective January 31, 2018 at 5:00 p.m.

Kim Goodwin

Kim Goodwin

Road and Bridge

Warehouse Coordinator



DEBRA JOHNSON
DISTRICT CLERK
PANOLA COUNTY

January 10, 2018

Honorable Lee Ann Jones,
County Judge
Honorable Commissioners' Court
Panola County Courthouse
Carthage, Texas 75633

Deputy District Clerk Joanna Terral is no longer employed by the District Clerk's Office, her last day of employment being December 26, 2017. Her position was terminated due to 2018 budget reductions.

Respectfully submitted,

A handwritten signature in cursive script that reads "Debra Johnson".

Debra Johnson, District Clerk

DJ

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

January 9, 2018

FROM: Kim Goodwin, Road and Bridge Warehouse Coordinator

TO: Joni Reed, County Treasurer

SUBJECT: EFFECTIVE DATE OF TERMINATION:

Please be advised of the termination of Larry Bozeman, Panola County Road & Bridge, Pct 3, effective December 14, 2017 at 5:00 p.m., due to Mr. Bozeman exhausting all leave time including FMLA.

Kim Goodwin

Kim Goodwin

Road and Bridge

Warehouse Coordinator

NOTICE OF PROPOSED INSTALLATION
PIPELINE AND/OR UTILITY LINES

TO: THE PANOLA COUNTY COMMISSIONER'S COURT

c/o

PANOLA COUNTY ROAD & BRIDGE DEPARTMENT, CARTHAGE, TEXAS
Formal notice is hereby given that:

Rocketiff Energy Operating, LLC proposes to place a
(COMPANY NAME)

2 inch line within the Right-of-Way
(PIPE SIZE)

of County Road: 301 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 105 feet 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 5th day of
January, ~~2017~~.
2018

FIRM: Rocketiff Energy Operating LLC
BY: Jeff C. McClure
TITLE: Sr. Surface Landman
ADDRESS: 1301 McKinney, Suite 1300
Houston, TX 77010
PHONE: (713) 351-0500

APPROVAL

January 23, 2018

TO: Rockcliff Energy Operating, LLC
Attn: Jeff C. McClure
1301 McKinney, Suite 1300
Houston, TX. 77010

RE: **CR #301**

The Panola County Commissioners' Court offers no objection to the location on the right-of-way of your proposed **2" line** within the right-of-way of County Roads **#301** 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	Craig M. Lawless
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. Excavation 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 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 and if not encased, the pipe should be a thicker wall within the bore; and shall be a minimum depth of 2 to 3 feet from the bottom of the ditch; and 3 to 4 feet underneath the roadway.
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.
6. No trees or shrubbery shall be cut or trimmed without the approval of the Panola County Road and Bridge Department.

7. Regulations and ordinances of incorporated cities shall be complied with, if within the City limits.

Commissioners:

Precinct #1 – Ronnie LaGrone

Precinct #2 –John W. Gradberg

Precinct #3 –Craig M. Lawless

Precinct #4 –Dale LaGrone



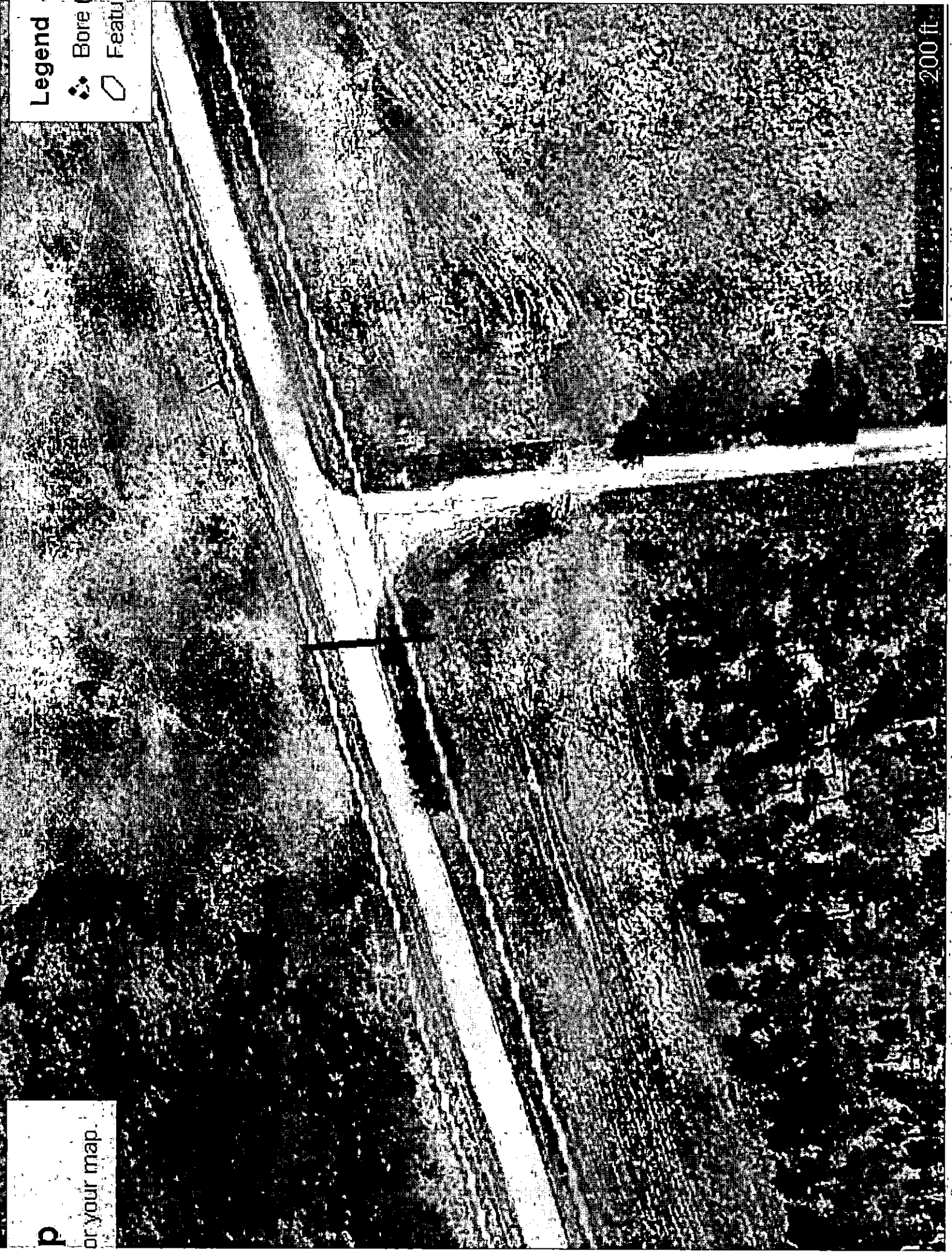
301

PARDON

p
or your map.

Legend

- Bore (diamond symbol)
- Featu (square symbol)



200 ft

PANOLA COUNTY SHERIFF'S OFFICE

Office: 903.693.0333
Fax: 903.693.9366



314 W. Wellington
Carthage, Texas 75633

Sheriff Kevin Lake

January 18, 2018

The Honorable LeeAnn Jones
Panola County Judge
110 S. Sycamore
Carthage, Texas 75633

Dear Judge Jones,

Please add the following items to the next scheduled meeting of the Panola County Commissioner's Court:

Please record and approve the following information pursuant to SB1074 (Racial Profiling). The following information is for the Year 2017. The Sheriff's Office is required to report this information before March 1st of each year.

Sincerely,

A handwritten signature in black ink that reads "K Lake".

Kevin Lake
Sheriff

KL/lw

CC: Sidney Burns
Joni Reed

Honesty, Integrity, Service

Racial Profiling Report | Tier one

Agency Name:	Panola County Sheriff's Department
Reporting Date:	01/12/2018
TCOLE Agency Number:	365100
Chief Administrator:	Kevin Lake
Agency Contact Information:	
Phone:	9036930333
Email:	N/A
Mailing Address:	314 W. Wellington St. Carthage tx 75633

This Agency claims partial racial profiling report exemption because:

Our vehicles that conduct motor vehicle stops are equipped with video and audio equipment and we maintain videos for 90 days.

Certification to This Report 2.132 (Tier 1), Partial Exemption

Article 2.132(b) CCP Law Enforcement Policy on Racial Profiling

Panola County Sheriff's Department has adopted a detailed written policy on racial profiling. Our policy:

- 1.) clearly defines acts constituting racial profiling;
- 2.) strictly prohibits peace officers employed by the Panola County Sheriff's Department from engaging in racial profiling;
- 3.) implements a process by which an individual may file a complaint with the Panola County Sheriff's Department if the individual believes that a peace officer employed by the Panola County Sheriff's Department has engaged in racial profiling with respect to the individual;
- 4.) provides public education relating to the agency's complaint process;
- 5.) requires appropriate corrective action to be taken against a peace officer employed by the Panola County Sheriff's Department who, after an investigation, is shown to have engaged in racial profiling in violation of the Panola County Sheriff's Department's policy adopted under this article;
- 6.) require collection of information relating to motor vehicle stops in which a citation is issued and to arrests made as a result of those stops, including information relating to:

a.) the race or ethnicity of the individual detained;

b.) whether a search was conducted and, if so, whether the individual detained consented to the search; and

c.) whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual; and

7.) require the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision(6) to:

a.) the Commission on Law Enforcement; and

b.) the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

Executed by: Kevin Lake

Chief Administrator

Panola County Sheriff's Department

Date: 01/12/2018

Panola County Sheriff's Department Motor Vehicle Racial Profiling Information

Total stops: 242

Number of motor vehicle stops

Citation only: 242

Arrest only: 0

Both: 0

Race or ethnicity

African: 56

Asian: 0

Caucasian: 181

Hispanic: 4

Middle eastern: 1

Native american: 0

Was race known ethnicity known prior to stop?

Yes: 20

No: 222

Was a search conducted

Yes: 116

No: 126

Was search consented?

Yes: 68

No: 48

Submitted electronically to the



The Texas Commission on Law Enforcement

County of Panola



Bryan Murff
Constable Precincts 1 & 4
314 W Wellington Street
Carthage, Texas 75633

To: Panola County Commissioners Court

From: Constable Bryan Murff

Re: 2017Racial Profiling Report

Please see the attached racial profiling report which was filed with the Texas Commission on Law Enforcement Standards and Education as required by law for the Year 2017. Attached is the copy to be recorded and filed with the Panola County Commissioners Court.

Thank you for your assistance in this matter.

Sincerely,

A handwritten signature in black ink that reads "Bryan Murff".

Bryan Murff
Constable Pct. 1&4
Panola County, Texas

Racial Profiling Report | Tier one

Agency Name:	Panola County Constable Pct 1 and 4
Reporting Date:	01/10/2018
TCOLE Agency Number:	365101
Chief Administrator:	Bryan Murff
Agency Contact Information:	
Phone:	903-693-0385
Email:	bryan.murff@co.panola.tx.us
Mailing Address:	314 W. Wellington St Carthage Texas 75633

This Agency claims partial racial profiling report exemption because:

Our vehicles that conduct motor vehicle stops are equipped with video and audio equipment and we maintain videos for 90 days.

Certification to This Report 2.132 (Tier 1), Partial Exemption

Article 2.132(b) CCP Law Enforcement Policy on Racial Profiling

Panola County Constable Pct 1 and 4 has adopted a detailed written policy on racial profiling. Our policy:

- 1.) clearly defines acts constituting racial profiling;
- 2.) strictly prohibits peace officers employed by the Panola County Constable Pct 1 and 4 from engaging in racial profiling;
- 3.) implements a process by which an individual may file a complaint with the Panola County Constable Pct 1 and 4 if the individual believes that a peace officer employed by the Panola County Constable Pct 1 and 4 has engaged in racial profiling with respect to the individual;
- 4.) provides public education relating to the agency's complaint process;
- 5.) requires appropriate corrective action to be taken against a peace officer employed by the Panola County Constable Pct 1 and 4 who, after an investigation, is shown to have engaged in racial profiling in violation of the Panola County Constable Pct 1 and 4's policy adopted under this article;
- 6.) require collection of information relating to motor vehicle stops in which a citation is issued and to arrests made as a result of those stops, including information relating to:

a.) the race or ethnicity of the individual detained;

b.) whether a search was conducted and, if so, whether the individual detained consented to the search; and

c.) whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual; and

7.) require the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision(6) to:

a.) the Commission on Law Enforcement; and

b.) the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

Executed by: Bryan Murff

Chief Administrator

Panola County Constable Pct 1 and 4

Date: 01/10/2018

Panola County Constable Pct 1 and 4 Motor Vehicle Racial Profiling Information

Total stops: 7

Number of motor vehicle stops

Citation only: 2

Arrest only: 4

Both: 1

Race or ethnicity

African: 1

Asian: 0

Caucasian: 6

Hispanic: 0

Middle eastern: 0

Native american: 0

Was race known ethnicity known prior to stop?

Yes: 7

No: 0

Was a search conducted

Yes: 0

No: 7

Was search consented?

Yes: 0

No: 0

Submitted electronically to the



The Texas Commission on Law Enforcement

Racial Profile Report

Panola County Constable Precinct 2

01/01/2017 to 12/31/2017

Number of motor vehicle stops:

1. 300 citation only
2. 0 arrest only
3. 0 both

4. 300 Total

Race or Ethnicity:

5. 76 African
6. 2 Asian
7. 210 Caucasian
8. 9 Hispanic
9. 2 Middle Eastern
10. 1 Native American

11. 300 Total

Race or Ethnicity known prior to stop?

12. 84 Yes
13. 216 No

14. 300 Total

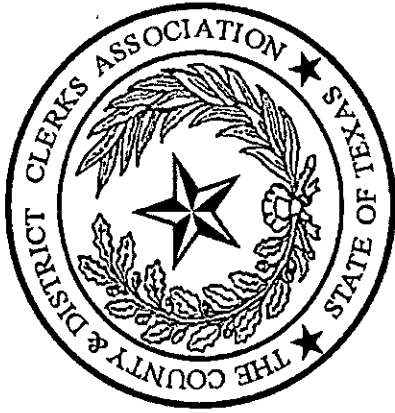
Search conducted:

15. 1 Yes
16. 299 No

17. 300 Total

Was search consented?

18. 1 Yes
19. 0 No
20. 1 Total Must equal #15



**COUNTY & DISTRICT CLERKS'
ASSOCIATION OF TEXAS**

Certificate of Completion Awarded to

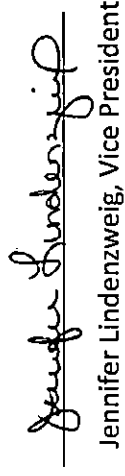
Bobbie Davis
Panola County, County Clerk

*For completing the required 20 Hours of Continuing Education for 2017 as
prescribed in Section 51.605 of the Texas Government Code.*

In Witness therefore, recognition is hereby made this January 2018.



Tammy Kneuper, President



Jennifer Lindenzweig, Vice President



PANOLA COUNTY 2017 BUDGET AMENDMENT #21
January 23, 2018

ACCOUNT	ACCOUNT DESCRIPTION	AMOUNT	
GENERAL FUND			
REVENUES			
100-340-45004	TAX ASSESSOR COLLECTOR	(25,400)	
100-340-46000	DISTRICT ATTORNEY	(2,000)	
100-360-41020	MISCELLANEOUS REVENUE	28,253	
100-360-41030	FAMILY PROTECTION FEE	(600)	
			<u>253</u>
EXPENDITURES			
SHERIFF			
100-560-54540	PARTS REPAIRS GAS AND TRANS. E	(1,000)	
100-560-55270	FURNITURE & EQUIPMENT	1,196	
			<u>196</u>
CORRECTIONS/JAIL			
100-570-55270	FURNITURE & EQUIPMENT	57	
			<u>57</u>
GRAND TOTAL GENERAL FUND			<u><u>253</u></u>
COURTHOUSE SECURITY			
REVENUES			
150-340-44001	FEES OF OFFICE C/C	(380)	
150-340-49500	JUSTICE OF THE PEACE FEES	380	
			<u>0</u>
GRAND TOTAL COURTHOUSE SECURITY			<u><u>0</u></u>
RECORDS MANAGEMENT			
REVENUES			
	CASH BALANCE	1,905	
160-340-44001	FEES OF OFFICE C/C	(1,905)	
160-340-47001	FEES OF OFFICE D/C	(120)	
160-360-41001	INTEREST EARNINGS	120	
			<u>0</u>
GRAND TOTAL RECORDS MANAGEMENT			<u><u>0</u></u>

ACCOUNT	ACCOUNT DESCRIPTION	AMOUNT	
ROAD & BRIDGE FUND			
REVENUES			
200-321-42004	MOTOR VEHICLE TAXES & LICENSES	(21,000)	
200-360-41001	INTEREST EARNINGS	21,000	
200-360-41020	MISCELLANEOUS REVENUE	3,476	
			<u>3,476</u>
EXPENDITURES			
PCT.1			
200-621-55270	FURNITURE & EQUIPMENT	1,158	
			<u>1,158</u>
PCT.2			
200-622-55270	FURNITURE & EQUIPMENT	621	
			<u>621</u>
PCT.3			
200-623-55270	FURNITURE & EQUIPMENT	1,107	
			<u>1,107</u>
PCT.4			
200-624-55270	FURNITURE & EQUIPMENT	590	
			<u>590</u>
GRAND TOTAL ROAD & BRIDGE FUND			<u><u>3,476</u></u>

**123RD JUDICIAL DISTRICT CSCD DRUG COURT
FROM 2005 TO 08/31/2017**

REVENUE

FUND EQUITY 123RD JUDICIAL DISTRICT DRUG COURT AUGUST 31, 2017	<u>93,260</u>	<u>93,260</u>
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EXPENDITURES

REFUND TO PANOLA COUNTY DRUG CRT FUND	41,745	
REFUND TO SHELBY COUNTY	<u>51,515</u>	<u>93,260</u>

GRAND TOTAL 123RD JUDICIAL DIST CSCD DRUG CRT PROG

93,260

PANOLA COUNTY
2017
BUDGET AMENDMENT #21

We hereby amend the Panola County Budget for the Fiscal Year 2017 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 2017.

Signed on this 23rd day of January, 2018.

LeeAnn Jones
County Judge

Ronnie L. Neal
Commissioner Precinct # 1

John Bradley
Commissioner Precinct # 2

Carlynn
Commissioner Precinct # 3

Paul
Commissioner Precinct # 4

Passed and approved by the Commissioners Court of Panola County on the 23rd day of January, 2018 as the same appears on file in the office of the County Clerk of Panola County.

Barbara Davis
County Clerk





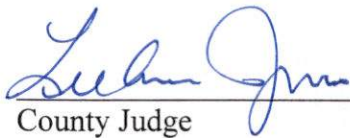
PANOLA COUNTY 2018 BUDGET AMENDMENT #4
January 23, 2018

ACCOUNT	ACCOUNT DESCRIPTION	AMOUNT	
GENERAL FUND			
REVENUES			
100-330-41050	CITY PUBLIC LIBRARY	(18,579)	
100-360-41001	INTEREST EARNINGS	18,579	
			<u>0</u>
GRAND TOTAL GENERAL FUND			<u><u>0</u></u>
FM & LATERAL ROAD FUND			
EXPENDITURES			
300-629-51060	ROAD & BRIDGE EMPLOYEES WAGES	720	
300-629-52010	SOCIAL SECURITY TAXES	56	
300-629-52030	RETIREMENT & DEATH BENEFITS	173	
300-629-52070	OTHER POST EMPLOYMENT BENEFITS	150	
300-629-54080	CONTINGENCY	(1,099)	
			<u>0</u>
GRAND TOTAL			<u><u>0</u></u>
PANOLA COUNTY CSCD ADULT DRUG COURT GRANT			
FROM 9/01/2018 TO 8/31/2019			
REVENUES			
481-330-45001	OFFICE OF THE GOV. FUNDS	94,905	
			94,905
EXPENDITURES			
481-760-51400	DRUG COURT OFFICER	36,500	
481-760-51460	DA INVESTIGATOR	5,000	
481-760-52010	SOCIAL SECURITY	3,180	
481-760-52020	MEDICAL INSURANCE	12,120	
481-760-52030	RETIREMENT	9,970	
481-760-52040	WORKERS' COMPENSATION	1,250	
481-760-52060	UNEMPLOYMENT BENEFITS	260	
481-760-59330	TRAVEL & TRAINING	2,500	
481-760-59410	LCDC, LCSW COUNSELORS	17,000	
481-760-59462	DRUG ANALYSIS	625	
481-760-59610	OFFICE SUPPLIES	500	
481-760-59620	U/A SUPPLIES	6,000	
			<u>94,905</u>
GRAND TOTAL PANOLA COUNTY CSCD ADULT DRUG CRT PROG			<u><u>94,905</u></u>

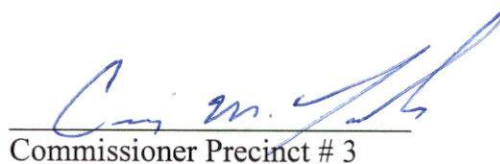
**PANOLA COUNTY
2018
BUDGET AMENDMENT #4**


We hereby amend the Panola County Budget for the Fiscal Year 2018 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 2018.

Signed on this 23rd day of January, 2018.


County Judge


Commissioner Precinct # 1


Commissioner Precinct # 3


Commissioner Precinct # 2


Commissioner Precinct # 4

Passed and approved by the Commissioners Court of Panola County on the 23rd day of January, 2018 as the same appears on file in the office of the County Clerk of Panola County.


County Clerk



**123RD JUDICIAL DISTRICT DRUG COURT 2005-2017
REFUND CALCULATION**

DRUG COURT	
SHELBY COUNTY MATCH	\$ 20,000.00
PANOLA COUNTY MATCH	\$ 20,000.00
SHELBY COUNTY DRUG CRT FEES	\$ 34,292.47
PANOLA COUNTY DRUG CRT FEES	\$ 25,131.93
INTEREST EARNINGS	\$ 6,095.45
MATCH/FEES SPENT	\$ (12,260.14)
TOTAL FUND EQUITY	\$ 93,259.71

SHELBY COUNTY	\$ 20,000.00
SC DRUG CRT FEES	\$ 34,292.47
INTEREST EARNED BASED ON FUND EQUITY DUE EACH COUNTY	\$ 3,352.50
1/2 OF MATCH/FEES SPENT	\$ (6,130.07)
AMOUNT PAYABLE TO SHELBY COUNTY	\$ 51,514.90

PANOLA COUNTY	\$ 20,000.00
PC DRUG CRT FEES	\$ 25,131.93
INTEREST EARNED BASED ON FUND EQUITY DUE EACH COUNTY	\$ 2,742.95
1/2 OF MATCH/FEES SPENT	\$ (6,130.07)
AMOUNT PAYABLE TO PANOLA COUNTY DRUG COURT PROGRAM	\$ 41,744.81

JAN 18 2018

NOTICE OF MEETING

PANOLA COUNTY

COMMUNITY SUPERVISION AND CORRECTIONS DEPARTMENT

BOBBIE DAVIS
COUNTY CLERK, PANOLA COUNTY, TEXAS
BY Rokeaw Ochoa DEPUTY

313 W. Panola St.
Carthage, Texas 75633

(903)693-0351

TO WHOM IT MAY CONCERN:

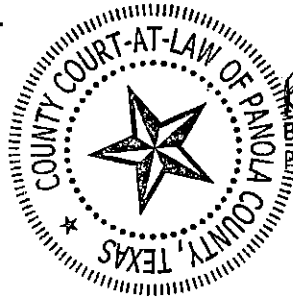
PURSUANT TO THE TEXAS OPEN MEETINGS ACT, NOTICE IS HEREBY GIVEN THAT A MEETING OF THE PANOLA COUNTY COMMUNITY SUPERVISION AND CORRECTIONS DEPARTMENT (CSCD) AND THE BOARD OF JUDGES WILL BE HELD ON THE 7TH DAY OF FEBRUARY, 2018, AT 9:30 AM. THE MEETING WILL BE HELD AT THE PANOLA COUNTY COURTHOUSE JUDICIAL ANNEX, 110 S. SYCAMORE ST., IN THE 123RD DISTRICT COURTROOM, DISTRICT JUDGE LEANN KAY RAFFERTY PRESIDING.

AGENDA

In compliance with TDCJ-CJAD funding guidelines, the following will be presented by the Panola County CSCD Director, Kerian Henderson, for approval:

- (1) Approve the Minutes of the open meeting held by the Panola County CSCD and Board of Judges on August 10, 2017.
- (2) Approve the Panola County CSCD Proposed FY-2019 Adult Drug Court Grant application.
- (3) Approve the Panola County CSCD Proposed FY-2019 Adult Drug Court Grant budget.
- (4) Approve the 123rd Judicial District Drug Court Refund and Proposed Budget FY-2005 – FY-2017.
- (5) Record the Panola County CSCD FY-2017 Program #24 Community Corrections Supervision Budget adjustment #2, Revised.
- (6) Record the Panola County CSCD FY-2018 Program #900 Basic Budget adjustment #1.
- (7) Approve the Panola County CSCD FY-2018 Program #900 Basic Budget adjustment #2.

WITNESS THE HAND OF THE UNDERSIGNED CLERK ON THIS THE 18th DAY OF January, 2018, AT 10:42 A.M./P.M.



Bobbie Davis by Rokeaw Ochoa
BOBBIE DAVIS, COUNTY CLERK
PANOLA COUNTY, TEXAS

PANOLA COUNTY CSCD
COMMUNITY SUPERVISION AND CORRECTIONS DEPARTMENT

313 W. Panola St.
Carthage, Texas 75633

(903)693-0351

Date: January 18, 2018

Attn: Commissioners' Court

From: Panola County, Community Supervision and Corrections Department (CSCD),
Director, Kerian Henderson.

Ref: February 7, 2018 Open Meeting

In compliance with Section 140.004 of the Local Government Code, on this the 18th day of January, 2018, I hereby file the following:

- (1) Minutes of the open meeting held by the Panola County CSCD and Board of Judges on August 10, 2017.
- (2) Panola County CSCD Proposed FY-2019 Adult Drug Court Grant application.
- (3) Panola County CSCD Proposed FY-2019 Adult Drug Court Grant budget.
- (4) 123rd Judicial District Drug Court Refund and Proposed Budget for FY-2005 – FY-2017.
- (5) Record the Panola County CSCD FY-2017 Program #24 Community Corrections Supervision Budget adjustment #2 Revised.
- (6) Record the Panola County CSCD FY-2018 Program #900 Basic Budget adjustment #1.
- (7) Panola County CSCD FY-2018 Program #900 Basic Budget adjustment #2.

Please be advised that an open meeting is scheduled for February 7, 2018 at 9:30 AM. The meeting will be held at the Panola County Courthouse Judicial Annex, 110 S. Sycamore St., in the District Courtroom, District Judge LeAnn Kay Rafferty presiding. At this meeting, the above listed items will be considered for approval.

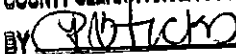
Respectfully submitted,


Kerian Henderson, Director

cc: Honorable Judge Terry Bailey, Panola County Court at Law
Honorable Judge LeAnn Kay Rafferty, 123rd Judicial District
Sidney Burns, Panola County Auditor & CSCD Fiscal Officer

FILED FOR RECORD
IN MY OFFICE
AT 10⁴³ O'CLOCK a M.

JAN 18 2018

BOBBIE DAVIS
COUNTY CLERK, PANOLA COUNTY, TEXAS
BY  DEPUTY

MINUTES

OPEN MEETING OF THE PANOLA COUNTY COMMUNITY SUPERVISION AND CORRECTIONS DEPARTMENT (CSCD) AND BOARD OF JUDGES

A meeting of the Panola County Community Supervision and Corrections Department and the Board of Judges was called to order by the 123rd Judicial District Judge LeAnn Kay Rafferty, at 9:46 A.M. on the 10th day of August, 2017, at The Panola County Courthouse Judicial Annex, 110 S. Sycamore St., Carthage, Texas, in The 123rd Judicial District Courtroom, 123rd Judicial District Judge LeAnn Kay Rafferty presiding.

Board of Judges In attendance: Judge Terry Bailey, Panola County Court at Law
Judge LeAnn Kay Rafferty, 123rd Judicial District

Also in attendance: Sidney Burns, Panola County Auditor / CSCD Fiscal Officer
Kerian Henderson, Panola County CSCD Director

Agenda Item 1

Motion by Judge Bailey, seconded by Judge Rafferty to approve the minutes of the open meeting held by the Panola County CSCD and Board of Judges on June 6, 2017. Motion carried with 2 ayes.

Agenda Item 2

Motion by Judge Bailey, seconded by Judge Rafferty to approve the Panola County CSCD Proposed FY-2017 Program #900 Basic Supervision Budget adjustment #4. Motion carried with 2 ayes.

Agenda Item 3

Motion by Judge Bailey, seconded by Judge Rafferty to approve the Panola County Proposed FY-2017 Program #24 Community Corrections Supervision Budget adjustment #2. Motion carried with 2 ayes.

Agenda Item 4

Motion by Judge Bailey, seconded by Judge Rafferty to approve the Panola County CSCD Proposed FY-2018/2019 Program #900 Basic Supervision Initial Biennium Budget. Motion carried with 2 ayes.

Agenda Item 5

Motion by Judge Bailey, seconded by Judge Rafferty to approve the Panola County CSCD Proposed FY-2018/2019 Program #25 Community Corrections Supervision Initial Biennium Budget. Motion carried with 2 ayes.

Agenda Item 6

Motion by Judge Bailey, seconded by Judge Rafferty to ratify the corrected Panola County CSCD Proposed FY-2017 Program #900 Basic Supervision Budget adjustment #3.

The meeting was adjourned by Judge Rafferty at 10:06 A.M.

FILED FOR RECORD
IN MY OFFICE
AT 10¹⁴ O'CLOCK AM

Submitted for approval by, _____
Kerian Henderson, Panola County CSCD Director

JAN 18 2018

BOBBIE DAVIS
COUNTY CLERK, PANOLA COUNTY, TEXAS
BY Bobbie Davis DEPUTY

Approved on the _____ day of _____ 2017.

Judge Terry Bailey, Panola County Court at Law _____

Judge LeAnn Kay Rafferty, 123RD Judicial District _____

(cscl.budget.2018 & 2019 budgets minutes June 6, 2017)

Print This Page

FILED FOR RECORD
IN MY OFFICE
AT 10:15 O'CLOCK a M.

Agency Name: Panola County
Grant/App: 1747015 **Start Date:** 9/1/2018 **End Date:** 8/31/2019

JAN 18 2018

Project Title: Panola County Adult Drug Court
Status: Application Pending Submission

BOBBIE DAVIS
COUNTY CLERK, PANOLA COUNTY, TEXAS
BY Robich DEPUTY

Eligibility Information

Your organization's Texas Payee/Taxpayer ID Number:
17560011060006

Application Eligibility Certify:

Created on:12/28/2017 3:52:59 PM By:Kerian Henderson

Profile Information

Applicant Agency Name: Panola County
Project Title: Panola County Adult Drug Court
Division or Unit to Administer the Project: Panola County
Address Line 1: Panola County Courthouse
Address Line 2: 110 S. Sycamore St., Room 216A
City/State/Zip: Carthage Texas 75633-2596
Start Date: 9/1/2018
End Date: 8/31/2019

Regional Council of Governments(COG) within the Project's Impact Area: East Texas Council of Governments

Headquarter County: Panola

Counties within Project's Impact Area: Panola

Grant Officials:

Authorized Official

User Name: Lee Ann Jones
Email: leeann.jones@co.panola.tx.us
Address 1: 110 S Sycamore St. RM 216A
Address 1:
City: Carthage, Texas 75633
Phone: 903-693-0392 Other Phone: 903-693-0391
Fax: 903-693-2726
Title: The Honorable
Salutation: Judge
Position: County Judge

Project Director

User Name: Kerian Henderson
Email: kerian.henderson@co.panola.tx.us
Address 1: 313 W. Panola St.
Address 1:
City: Carthage, Texas 75633
Phone: 903-693-0351 Other Phone:
Fax: 903-693-0312
Title: Mr.
Salutation: Chief
Position: Interim Director

Financial Official

User Name: Sidney Burns
Email: sidney.burns@co.panola.tx.us
Address 1: 110 S. Sycamore
Address 1: Room 213A Panola County Courthouse
City: Carthage, Texas 75633
Phone: 903-693-0320 Other Phone:
Fax: 903-693-2726
Title: Mr.
Salutation: Mr.
Position: County Auditor

Grant Writer

User Name: Kerian Henderson
Email: kerian.henderson@co.panola.tx.us

Address 1: 313 W. Panola St.
Address 1:
City: Carthage, Texas 75633
Phone: 903-693-0351 Other Phone:
Fax: 903-693-0312
Title: Mr.
Salutation: Chief
Position: Interim Director

Grant Vendor Information

Organization Type: County
Organization Option: applying to provide services through a Community Supervision and Corrections Department (CSCD)
Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID):
 17560011060006
Data Universal Numbering System (DUNS): 102739302

Narrative Information

Introduction

This application is for grants under the Specialty Courts Program.

Please read the [funding announcement](#) for program rules and application guidelines and review the *Guide to Grants, Grantee Conditions and Responsibilities* and *Standard Certifications and Requirements* - all available at [CJD's resources webpage](#) - for standard rules and conditions the applicant agrees to when certifying an application.

How to Apply for a CJD Grant contains special instructions for this application, and *Developing a Good Project Narrative* is essential reading for drafting effective responses to the nine boxes below in the "Project Narrative" section. Both are also available at [CJD's resources webpage](#), and applicants wishing to receive a grant should review them closely. Applicants that fail to adequately respond to the prompts will NOT be selected by CJD for funding.

Applications for local or regional projects under this announcement will first be reviewed and ranked by the relevant regional Council of Governments' (COG) Criminal Justice Advisory Committee, and some COGs have additional, mandatory application procedures. Applicants should contact their COG's criminal justice planner early as possible for instructions. The local criminal justice planners are also the first, best contact for questions regarding the application or program, and [their contact information can be found here](#).

Unless otherwise specifically instructed, DO NOT UPLOAD ATTACHMENTS with further information. Use the space provided here to address any aspects of the project you consider relevant.

Program-Specific Questions

A. Specialty Courts

If applicant applying to fund a specialty court operating under Ch. 121 of the Texas Government Code, enter the **CJD ID for the court** (list available [here](#)). If the application is for multiple courts, enter "999". If applicant is not, enter "0":

33

B. Drug Testing

If the project tests program participants for drugs or alcohol, describe the testing policy, including the method used for testing and the frequency of testing for participants. Enter 'N/A' if the project does not have participants or those participants are not drug tested. Participants in Phase one test a minimum of once a week. Participants in Phase two test a minimum of twice a month. Participants in Phase three test a minimum of once a month. Methods used for testing are primarily in house urine screenings or breathalyzer test. For the officer's confirmation or probationer's option to dispute a test, a lab test may be conducted in the form of a lab based urine analysis or hair follicle.

C. Juvenile Case Managers

Select the option that best describes the support for juvenile case managers (including programs administered by juvenile case managers) in this project:

- No support for juvenile case managers
- Support for juvenile case managers to address truancy only
- Support for juvenile case managers to address juvenile crime

If this project includes support for juvenile case managers, select all options that apply. The juvenile case managers under this project will be employed or co-employed by:

- A truancy court under Chapter 65, Texas Family Code
- An independent school district
- A juvenile probation department
- A juvenile criminal court
- Another type of entity
- This project does not support juvenile case managers

If this project supports juvenile case managers, list the names of the entities employing, co-employing, or utilizing the case managers, including the name of the truancy court and the name of the school district (if applicable). Projects that do not support juvenile case managers should enter **N/A**:

n/a

If this project supports juvenile case managers, list any of the entities entered immediately above that currently employ juvenile case managers. If the project does not support juvenile case managers or none of the entities currently employ them, enter **N/A**:

n/a

If the applicant is applying for funds to support a juvenile case manager, check all that apply (all other applicants select the last option):

- Each county of the applicant retains funds collected under Sec. 102.015, Texas Code of Criminal Procedure
- Each municipality of the applicant retains funds collected under Sec. 102.015, Texas Code of Criminal Procedure
- Each county of the applicant currently collects fees to support juvenile case managers under Sec. 102.0174, Texas Code of Criminal Procedure
- Each municipality of the applicant currently collects fees to support juvenile case managers under Sec. 102.0174, Texas Code of Criminal Procedure
- Each county of the applicant has established a judicial trust fund under Sec. 36.001, Texas Government Code
- Each municipality of the applicant has established a judicial trust fund under Sec. 36.001, Texas Government Code
- Applicant is not applying for funds to support a juvenile case manager

D. Evaluation Projects

This section regards any evaluation budget line item and/or selection of "Program Evaluation" as a project activity.

Tier-One Evaluations

Evaluations of programs that have been implemented and the evaluations will test the fidelity of the program based on proven models or best-practices. The evaluation also will review available program output and outcome information.

Does this application include a tier-one evaluation?

- Yes
- No

If you answered 'YES' above, describe below the best practices/model to be used in a fidelity and performance evaluation, the goal(s) of the evaluation, and why it is needed. If you answered 'No' above, enter 'N/A'.

n/a

Tier-Two Evaluations

Evaluations directed at measuring the effectiveness of proposed new program models or significant changes in present program models. The goal of tier-two evaluations is both to measure the program's effectiveness and to produce data and evidence necessary for others to replicate the program models and to develop best practices that CJD can use in supporting similar efforts.

Does this application include a tier-two evaluation?

- Yes
- No

If you answered 'YES' above, describe below why this new program model is needed and the goal(s) of the evaluation. If you answered 'No' above, enter 'N/A'.

n/a

If you answered **NO** to both questions above, check this box.

E. Sustainment

How many additional years, beyond this request, do you plan to request continuation funding?

10

1) If you entered three (3) years or fewer, provide a brief explanation of your sustainment plan (If you entered more than three years or the project will not be sustained, enter 'N/A'):

n/a

2) If you entered more than three (3) years, explain the longer term sustainment plan or why other resources cannot be used to continue this project and why a sustainment strategy is not possible (If you entered three years or fewer or the project will not be sustained, enter 'N/A'):

Panola County has received this grant since May 2005. The grant is the only source of funding for the program. Initially, the plan was to build the program so that it could be self-sustained, however, the lack of resources, the financial state of our community and probation department has not catalyzed this effort. Therefore, it is foreseen that the Panola County Drug Court Program would not function without financial assistance from the grant.

Certifications

In addition to the requirements found in existing statute, regulation, and the funding announcement, this program requires applicant organizations to certify compliance with the following:

A. Constitutional Compliance

Applicant assures that it will not engage in any activity that violates Constitutional law including profiling based upon race.

B. Information Systems

Applicant assures that any new criminal justice information systems will comply with data sharing standards for the Global Justice XML Data Model and the National Information Exchange Model.

C. Bulletproof Vests

Applicant assures that if it plans to purchase body armor with grant funds, that it has adopted a mandatory wear policy and that all vests purchased have been tested and found to comply with the latest applicable National Institute of Justice (NIJ) ballistic or stab standards. Additionally, vests purchased must be American-made.

D. Uniform Crime Reports

Eligible applicants operating a law enforcement agency must be current on reporting Part I violent crime data to the Texas Department of Public Safety for inclusion in the annual Uniform Crime Report (UCR) and must have been current for the twelve previous months.

E. Criminal History Reporting

The county (or counties) in which the applicant is located must have a 90% average on both adult and juvenile criminal history dispositions reported to the Texas Department of Public Safety for calendar years 2011 through 2015.

F. DNA Testing of Evidentiary Materials

When funds are used for DNA testing of evidentiary materials, any resulting eligible DNA profiles must be uploaded to the Combined DNA Index System (CODIS) by a government DNA lab with access to CODIS.

G. Interoperable Communications

Funds to support emergency communications activities must ensure compliance with the FY 2015 SAFECOM Guidance on Emergency Communications Grants; adherence to the technical standards set forth in the FCC Waiver Order, or any succeeding FCC orders, rules, or regulations pertaining to broadband operations in the 700 MHz public safety band; and are fully coordinated with the full-time Statewide Interoperability Coordinator (SWIC) for Texas.

H. Twelve-Step Programs

Grant funds may not be used to support or directly fund programs such as the Twelve Step Program which courts have ruled are inherently religious. OOG grant funds cannot be used to support these programs, conduct meetings, or purchase related materials.

I. Specialty Court Certifications

If the applicant is a specialty court operated under Ch. 121 of the Texas Government Code, the following certifications apply:

1. The specialty court will develop and maintain written policies and procedures for the operation of the program.
2. The applicant will submit a copy of any project evaluations, evaluation plans, recidivism studies, or related reports that are completed during the grant period to CJD.

J. Generated Program Income

Unless specifically and explicitly authorized to do otherwise by OOG, at OOG's sole discretion, the applicant will report Generated Program Income (GPI), which includes any portion of fees collected from program participants and retained by the grantee. GPI will be applied to the grant through a grant adjustment. GPI must be used to offset project costs and must be expended prior to seeking payment from OOG.

K. Immigration and Customs Enforcement Requests

The full text of this certification can be found [here](#). To be in compliance with this requirement, any county or municipal government that includes a department that detains individuals after arrest for a criminal violation must provide a letter signed by the head of each such department certifying to the requirements. This letter may be used for any application submitted to OOG for a period of up to two years from the date it is signed. If that period expires during the project period of any grant, the grantee must submit an updated letter for each such grant to remain in compliance with this requirement.

All applicants must select one of the following options:

- Applicant is not a county or municipal government
- Applicant is a county or municipal government and does not include any department that detains individuals after arrest for a criminal violation at any time
- Applicant is a county or municipal government that includes department(s) that detain individuals after arrest for a criminal violation. Letters certifying compliance and signed by the heads of all such departments have been uploaded to this application.
- Applicant is a county or municipal government that includes department(s) that detain individuals after arrest for a criminal violation. The Authorized Official has read the certification found on the aforementioned CJD website. Further, the Authorized Official will not be submitting signed letters certifying compliance from the heads of all such departments and understands that failure to comply with this certification may result in OOG, at its sole discretion, rejecting this application and any other application from the relevant county or municipal government.

L. Civil Rights Liaison

A civil rights liaison who will serve as the grantee's civil rights point of contact and who will be responsible for ensuring that the grantee meets all applicable civil rights requirements must be designated. The designee will act as the grantee's liaison in civil rights matters with CJD and with the federal Office of Justice Programs.

Enter the Name of the Civil Rights Liaison:

Danny Davidson - Panola County District Attorney

Enter the Address for the Civil Rights Liaison:

Panola County Courthouse 110 South Sycamore St., Room 111 Carthage, TX 75633

Enter the Phone Number for the Civil Rights Liaison [(999) 999-9999 x9999]:

903-693-0310

Overall Certification

Each applicant agency must certify to the specific requirements detailed above as well as to comply with all requirements within the CJD Funding Announcement, the *Guide to Grants*, the *Grantee Conditions and Responsibilities*, any authorizing or applicable state and federal statutes and regulations to be eligible for this program.

X I certify to all of the application content & requirements.

Project Abstract :

Panola County is located on a drug trafficking supply corridor. This area has an overwhelming population of drug users who are involved in illegal activities. The continued overcrowding of the Texas Prison System and both of our county jails means early release, which makes attempts by the court to lessen drug abuse and drug related crimes, ineffective. In 2014 this district had 1406 arrests for drug or alcohol related crimes. Our continued goal as a Drug Court is to enhance public safety, by reducing recidivism and offering a risk controlled treatment alternative for drug abusers. The program will improve the lives of the participants and the community in which they live. The Drug Court targets males and females 17 years of age and above who have an identifiable drug or alcohol problem, with no history of violence or sexual offenses. The Drug Court Program offers assistance in several areas: counseling for individuals, families and in group settings, basic adult education, GED preparation, vocational training, job searches, dual diagnosis/mental health care, AA/NA groups, relapse prevention and if desired spiritual support. The Drug Court Program incorporates all of these parts into a cohesive, life improving movement, which should improve all the communities involved.

Problem Statement :

This Panola County Drug Court program (which includes a 2010 U.S. census population of 23,796) is designed to address the continued substance abuse issues and recidivism rates. Sentences for these offenders still vary from county jail and prison time, specialized community supervision, drug dependency treatment (inpatient/outpatient), and judicial intervention. These alternatives alone have not reduced the recidivism among drug offenders. Drug Abuse continues to rise in Panola County. The Panola and jail continues to operate at high capacity. Major drug trafficking corridors run through Panola and neighboring counties, making illegal drugs readily available. Each county has different drug abuse patterns due to their socio-economic status. Currently Panola County has drug problems with marijuana, methamphetamines, K2, cocaine, PCP, and ecstasy. The drug offender lifestyle results in criminal activity and problems throughout our county.

Supporting Data :

The volume of arrests in the Panola County is an indicator of the need for continued intervention such as the Drug Court Program. In the period from January 2014 to December 2014, there were 1,101 arrests in Panola County, which 630 of those arrests were drug related and 172 were alcohol related. These statistics were compiled by Texas Department of Public Safety. Many other offenses, not included in the aforementioned arrests, are motivated by drug use or occur in a direct attempt to gain money to purchase drugs. The Drug Court Program participation is currently comprised of more than 44% methamphetamine users, 15% marijuana users, 11% alcohol abusers and 29% other (cocaine, PCP, opiate). To reduce drug dependency, recidivism and incarceration, our Drug Court Program MUST continue to provide specialized supervision and rehabilitation programs to the offenders who want to make a change in their lives.

Project Approach & Activities:

A priority which is set forth in the Panola County's mission statement, is to enhance public safety by providing our courts with viable risk control management alternatives for criminal offenders, while making opportunities available to facilitate positive changes, should the offender choose to participate. Our project is the heart of the community justice plan's mission statement. The Drug Court uses behavior modification techniques, such as cognitive intervention, the Matrix program and intensive supervision to help probationers make a positive change. Probationers must attend and participate in individual and group counseling. Probationers also have the continued opportunity to attend (free of charge) GED classes, continuing education classes, vocational classes, and Alcoholic Anonymous (AA) and Narcotics Anonymous (NA) are available a minimum of twice weekly at central locations. Probationers in Phase One of the Drug Court Program report to their specialized supervision officer a minimum of twice weekly, Drug Court Counselor weekly, and attend drug court group and individual sessions weekly. The probationers in the Drug Court Program have stringent rules set out before them, and a team of professionals, referred to as the Drug Court Team to enforce these rules. The program sets boundaries and offers support so that offenders can lead a drug / alcohol free and productive life style which is free of criminal behavior and incarceration. The program is a voluntary alternative for all offenders who want a positive change in their lives.

Capacity & Capabilities:

The Panola County has received this grant since May 2005. In Panola County, the treatment team is made up of: District Judge- Leann Rafferty, County Court at Law Judge- Terry Bailey, District Attorney- Danny Davidson, ADA- Katie Nielsen, DA Investigator- Kevin Jones, Drug Court Attorney- Corey Bankhead, Drug Court Counselor- Richard Burnette, Probation Director- Kerian Henderson, and CSO- Lydia Rangel. In Panola County, the probationers are placed on drug court in the court setting (by the DA and Judge and represented by the Drug Court attorney) after being screened for eligibility by the DA Investigator or CSO. After this, the probationer meets with CSO for an intake. The probationer meets weekly for a group and individual session that is led by the Drug Court Counselor. The probation officer conducts home visits, drug screenings, and office visits monthly. The drug court officer also has the capability to do paperwork and making arrangements for the probationer if treatment is the needed. A full case staffing is reviewed monthly by the treatment team. The probation officer's duties also include coordination of Panola County Drug Court treatment team, program planning, monitoring and evaluating program activity and effectiveness, coordination of Drug Court proceedings. Has broad responsibilities as it relates to carrying out the Drug Court policies established by CJD. Charge of public relations and seeking community participation. All members of the team are certified for the position and duties in which they hold. The probation officer will attend a drug court training or drug related training in order to remain current on drug trends and laws to aid in competency.

Performance Management :

The goals of this project are to rehabilitate and reduce offender recidivism in our community by the continuation of the Intensive Drug Court Program. Our goal is to continue to rehabilitate offenders; using a non-adversarial court approach, thus reducing recidivism. A drop in substance abuse is anticipated, as measured by the intoxilizer/urine screen results. We project criminal activity will be lowered after completion, as measured by criminal history record checks. Assessment scores are expected to show improvement in social functioning, employment stability, educational attainment, relationship stability, family reunification, amenability to treatment, and self-satisfaction. Drug Court participants obtain additional treatment faster than other offenders. Outcomes will be measured through a comprehensive drug court evaluation. The Drug Court team is hopeful that each participant has the desire to make a positive change in their life and not allow the use of drugs to rule their actions.

Data Management:

Panola County CSCD provides investigative, administrative services, and office space with utilities. CSCD Drug Court employee administer the Drug Court.

Target Group :

Funding cuts and increasing use of methamphetamines, crack cocaine and synthetic drugs have led to long waiting lists for TAIP, SAFFP and contracted ISF treatment. Some counties where treatment facilities are located are not accepting out of county probationers. Our small rural county is less likely to cover expenses for physical exams and TB tests that are required for participation in residential treatment programs. The jails are at high capacity and do not allow for jail time sanctions as an incentive to Drug Court participants.

Evidence-Based Practices:

The Panola County Drug Court Program will use two evidence-based practices. One of which will be based off of the cognitive behavior theory and implemented minimally by the drug court treatment team, but mostly by the drug court counselor. This theory has many intervention methods that will be implemented in counseling therapy to help re-shape the probationer's thinking errors. The team will implement the theory by giving incentives (such as moving up stages, less drug testing, etc) and acknowledging wanted behavior. The team may also sanction unwanted behavior (by giving county jail time, requiring more AA/NA sessions, more drug testing, etc). Also, the treatment team will use the trans-theoretical stages of change theory. The stages of change theory is used to identify the probationer's progress. In this cycle of change, probationers go through pre-contemplation, contemplation, preparation, action, maintenance, and possibly relapse (Prochaska & Norcross, 2001). Identifying the probationer's stage of change will help to determine their readiness to be graduated from the program. References: Prochaska, O., & Norcross, J.C. (2001). Stages of Change. *Psychotherapy: theory, Research, Practice, Training*, 38(4), 443-448. doi: 10.1037/0033-3204.38.4.443

Project Activities Information

Introduction

This section contains questions about your project. It is very important for applicants to review their funding announcement for guidance on how to fill out this section. Unless otherwise specified, answers should be about the EXPECTED activities to occur during the project period.

For the activities under the "OOG-Defined Project Activity Area" section near the end of this page, see *CJD Grant Activities and Measures* for definitions and related measures, available at [CJD's resources page](#).

Estimated Individuals Participating/Served/Trained

This question is for the majority of CJD grants that serve or train individuals, or has individuals participating in a program. This question does not apply to projects that ONLY purchase equipment, etc., that will be used generally (such as purchasing a colposcope, vehicle, or communications system), or target the general public (a public awareness campaign, etc.). Please estimate the following for the project period, or if this does not apply to your project, enter "0" in each box.

Number of individuals NEWLY participating/ trained/ being served:

20

Number of carry-over individuals participating/ training/ being served in the program at the beginning of the project period:

25

Number of individuals who will receive the full course of services/ successfully complete the program or training:

10

Choose one:

My program does not have individuals served or participating

My program's typical designed (ideal) length is best measured in HOURS of services delivered/ participation/ training for each individual

My program's typical designed (ideal) length is best measured in DAYS of services delivered/ participation/ training for each individual

Enter the number of hours or days (depending on selection above) of the typical designed (ideal) length of the program for each individual. Enter "0" if you indicated that your program does have individuals participating, served, or trained:

365

Juvenile Justice Projects

Select all categories that describe the project's juvenile crime activities. Definitions are available [here](#).

- Diversion
- Mental health services
- Aftercare/reentry
- After-school programs
- Alternatives to detention
- Community-based programs and services
- Delinquency prevention
- Girl-focused services
- School programs
- Substance and alcohol abuse
- Disproportionate minority contact
- Mentoring, counselling and training programs
- Job training
- Aptitude testing
- Diversion in a rural setting
- Project does NOT have a particular focus on juvenile crime

Crime or Victim Type

This question is for justice projects that target specific crimes and ALL victim services projects. Others may enter "100" under "All other crimes". Applicants to serve victims of or prosecute/investigate/prevent exclusively child sex trafficking victims should assign 100% to that category.

Select the type(s) of crime or crime victim this project targets and provide the percentage of time dedicated to each. Applicants with projects that target multiple-offense offenders or multiple-victimization victims should assign percentages that best describe the activity. Percentages may not exceed 100%.

- Sexual assault (%):
0
- Domestic abuse (%):
0
- Child abuse (%):
0
- DUI / DWI (crashes for victim services) (%):
0
- Crime or Victim Type
0
- Assault (%):
0
- Adults molested as children (%):
0
- Elder abuse (%):
0
- Robbery (%):
0
- Stalking (%):
0
- Dating/acquaintance violence (%):
0
- Human trafficking (%):
0
- Child sex trafficking (%):
0
- All Other Crimes / No Specific Crimes or Victims Targeted (%):
0

Selected Project Activities:

ACTIVITY	PERCENTAGE:	DESCRIPTION
Casework, Non-Licensed Counseling, Individual Advocacy, or Other Support	75.00	Service administered by the Drug Court Officer: office visits, assessments, urine analysis, breath testing, home visits, drug court staffing, new intakes, making referrals and connecting to resources, organize court functions, ect.
Counseling, Therapy, or Other Care Performed by a Licensed Professional	15.00	Counseling or therapy delivered by a licensed professional such as a LCDC/LCSW.
Instruction and Support for Employment or the Workforce	5.00	Assistance- Lead the unemployed participants in utilizing the computer lab at the probation office for job searches and/or studying for the GED. Referrals to the Workforce Center may also be made.
Program Evaluation and Assessment	5.00	Measure the effectiveness of the drug court program through surveys, county reports, ect.

CJD Purpose Areas

PERCENT DEDICATED	PURPOSE AREA	PURPOSE AREA DESCRIPTION
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Measures Information

Objective Output Measures

OUTPUT MEASURE	TARGET LEVEL
*REQUIRED TOTAL: Casework, non-licensed counseling, individual advocacy, or other support: Hours delivered by EMPLOYEES	1600
*REQUIRED TOTAL: Casework, non-licensed counseling, individual advocacy, or other support: Hours delivered BY VOLUNTEERS	0
*REQUIRED TOTAL: Casework, non-licensed counseling, individual advocacy, or other support: Individuals receiving	45
*REQUIRED TOTAL: Counseling, therapy, or other care performed by a licensed professional: Hours delivered	165
*REQUIRED TOTAL: Counseling, therapy, or other care performed by a licensed professional: Individuals receiving	45
*REQUIRED TOTAL: Instruction or support for employment or the workforce: Hours delivered	8
*REQUIRED TOTAL: Instruction or support for employment or the workforce: Individuals receiving	15
*REQUIRED TOTAL: Program evaluation and assessment: Programs assessed	1
Advocacy/ accompaniment / assistance for criminal justice system interactions: Victim individuals receiving	0
Advocacy/ accompaniment for medical care: Individuals receiving	0
Case management or advocacy (general): Individuals receiving	45
Casework/ support/ care: Individuals assessed or screened for needs	0
Job or skills TRAINING (not towards a particular certification or license): Individuals receiving	0
Job placement/ seeking support: Individuals receiving	15
Job placement/ seeking support: Individuals receiving WHO OBTAIN employment	10
Job, aptitude, or skills ASSESSMENT: Individuals receiving	0
Licensed counseling/therapy: Individuals assessed or screened for needs	40
Licensed trauma-informed therapy: Individuals receiving	0
Licensed treatment for mental health disorders: Individuals receiving	0
Mentoring (general): Individuals receiving	0
Multi-disciplinary care teams: Individuals receiving care	0
Peer support (general): Individuals receiving	0
Professional or technical certification or license: Individuals receiving Instruction or training	0
	0

Professional or technical certification or license: Individuals receiving instruction or training WHO OBTAIN the certification or license	
Referrals to other agencies: Individuals referred	20
Sexual assault exams performed by a certified Sexual Assault Nurse Examiner (SANE): Individuals receiving	0
Sexual assault exams performed by someone other than a certified Sexual Assault Nurse Examiner (SANE): Individuals receiving	0
Sexual Assault Response Teams (SART) (MUST include a law enforcement representative, medical professional, and community-based advocate): Individuals receiving COORDINATED CARE	0
Victim-offender meetings: Victims participating	0
Victims assisted with developing safety plans (non-residential)	0

Objective Outcome Measures

OUTCOME MEASURE	TARGET LEVEL
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Custom Output Measures

CUSTOM OUTPUT MEASURE	TARGET LEVEL
Number of new enrollments	20
Number of participants	45
Number of people assessed	35

Custom Outcome Measures

CUSTOM OUTCOME MEASURE	TARGET LEVEL
Number enrolled in school or working (full time or part time) at time of graduation	20
Number earned a GED, diploma, or vocational training	5
Number of successful completions	20

Resolution from Governing Body

Applications from nonprofit corporations, local units of governments, and other political subdivisions must include a resolution that contains the following:

1. Authorization by your governing body for the submission of the application to CJD that clearly identifies the name of the project for which funding is requested;
2. A commitment to provide all applicable matching funds;
3. A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update CJD should the official change during the grant period.); and
4. A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to CJD.

Upon approval from your agency's governing body, upload the approved resolution to eGrants by clicking on the **Upload Files** sub-tab located in the **Summary** tab.

Contract Compliance

Will CJD grant funds be used to support any contracts for professional services?

- Yes
 No

For applicant agencies that selected **Yes** above, describe how you will monitor the activities of the sub-contractor(s) for compliance with the contract provisions (including equipment purchases), deliverables, and all applicable statutes, rules, regulations, and guidelines governing this project.

The program director will monitor and ensure that vendor complies with terms of the Policies and Procedures Manual. Vendor is paid for contract services only and abides by the rules and regulations of the contract. Services are paid per individual session, group session, and staffing session. Invoices are submitted for each session and approved by the director.

Lobbying

For applicant agencies requesting grant funds in excess of \$100,000, have any federally appropriated funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan, or cooperative agreement?

- Yes
 No
 N/A

For applicant agencies that selected either **No** or **N/A** above, have any non-federal funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress in connection with this federal contract, loan, or cooperative agreement?

- Yes
 No
 N/A

Fiscal Year

Provide the begin and end date for the applicant agency's fiscal year (e.g., 09/01/20xx to 08/31/20xx).

Enter the Begin Date [mm/dd/yyyy]:

1/1/2018

Enter the End Date [mm/dd/yyyy]:

12/31/2018

Sources of Financial Support

Each applicant must provide the amount of grant funds expended during the most recently completed fiscal year for the following sources:

Enter the amount (\$) of Federal Grant Funds:

142869

Enter the amount (\$) of State Grant Funds:

441253

Single Audit

Applicants who expend less than \$750,000 in federal grant funding or less than \$750,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a CJD grant. However, CJD may require a limited scope audit as defined in 2 CFR Part 200, Subpart F - Audit Requirements.

Has the applicant agency expended federal grant funding of \$750,000 or more, or state grant funding of \$750,000 or more during the most recently completed fiscal year?

- Yes
 No

Applicant agencies that selected **Yes** above, provide the date of your organization's last annual single audit, performed by an independent auditor in accordance with the State of Texas Single Audit Circular; or CFR Part 200, Subpart F - Audit Requirements.

Enter the date of your last annual single audit:

12/31/2014

Equal Employment Opportunity Plan

Type I Entity

Defined as an applicant that meets one or more of the following criteria:

- the applicant has less than 50 employees;
- the applicant is a non-profit organization;
- the applicant is a medical institution;
- the applicant is an Indian tribe;
- the applicant is an educational institution, or
- the applicant is receiving a single award of less than \$25,000.

Requirements for a Type I Entity

- The applicant is exempt from the EEOP requirements required to prepare an EEOP because it is a Type I Entity as defined above, pursuant to 28 CFR 42.302;
- the applicant must complete Section A of the Certification Form and send it to the Office for Civil Rights (OCR) to claim the exemption from developing an EEOP; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Type II Entity

Defined as an applicant that meets the following criteria:

- the applicant has 50 or more employees, and
- the applicant is receiving a single award of \$25,000 or more, but less than \$500,000.

Requirements for a Type II Entity - Federal law requires a Type II Entity to formulate an EEOP and keep it on file.

- The applicant agency is required to formulate an EEOP in accordance with 28 CFR 42.301, et seq., subpart E;
- the EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP is available for review by the public and employees or for review or audit by officials of CJD, CJD's designee, or the Office of Civil Rights, Office of Justice Programs, U.S. Department of Justice, as required by relevant laws and regulations;
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services; and
- the EEOP is required to be on file in the office of (enter the name and address where the EEOP is filed below):

Enter the name of the person responsible for the EEOP and the address of the office where the EEOP is filed:

County Judge LeeAnn Jones 110 South Sycamore Room 216 A Carthage, Texas 75633

Type III Entity

Defined as an applicant that is NOT a Type I or Type II Entity.

Requirements for a Type III Entity - Federal law requires a Type III Entity to formulate an EEOP and submit it for approval to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

- The EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP has been submitted to the Office of Civil Rights (OCR), Office of Justice Programs, U.S. Department of Justice and has been approved by the OCR, or it will be submitted to the OCR for approval upon award of the grant, as required by relevant laws and regulations; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Based on the definitions and requirements above, the applicant agency certifies to the following entity type:

- Type I Entity
 Type II Entity
 Type III Entity

Debarment

Each applicant agency will certify that it and its principals (as defined in 2 CFR Part 180.995):

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal Court, or voluntarily excluded from participation in this transaction by any federal department or agency;
- Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or
- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in the above bullet; and have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

Select the appropriate response:

- I Certify
 Unable to Certify

If you selected **Unable to Certify** above, please provide an explanation as to why the applicant agency cannot certify the statements.

FFATA Certification

Certification of Recipient Highly Compensated Officers

The Federal Funding Accountability and Transparency Act (FFATA) requires Prime Recipients (CJD) to report the names and total compensation of each of the five most highly compensated officers (a.k.a. positions) of each sub recipient organization for the most recently completed fiscal year preceding the year in which the grant is awarded if the subrecipient answers **YES** to the **FIRST** statement but **NO** to the **SECOND** statement listed below.

In the sub recipient's preceding completed fiscal year, did the sub recipient receive: (1) 80 percent or more of its annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements; AND (2) \$25,000,000 or more in annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements?

Yes
 No

Does the public have access to information about the compensation of the senior executives through periodic reports filed under Section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or Section 6104 of the Internal Revenue Code of 1986?

Yes
 No

If you answered **YES** to the **FIRST** statement and **NO** to the **SECOND** statement, please provide the name and total compensation amount of each of the five most highly compensated officers (a.k.a. positions) within your agency for the current calendar year. If you answered **NO** to the first statement you are **NOT** required to provide the name and compensation amounts. NOTE: "Total compensation" means the complete pay package of each of the sub recipient's compensated officers, including all forms of money, benefits, services, and in-kind payments (see SEC Regulations: 17 CCR 229.402).

Position 1 - Name:

Position 1 - Total Compensation (\$):

0

Position 2 - Name:

Position 2 - Total Compensation (\$):

0

Position 3 - Name:

Position 3 - Total Compensation (\$):

0

Position 4 - Name:

Position 4 - Total Compensation (\$):

0

Position 5 - Name:

Position 5 - Total Compensation (\$):

0

Fiscal Capability Information

Section 1: Organizational Information

Enter the Year in which the Corporation was Founded:

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status:

Enter the Employer Identification Number Assigned by the IRS:

Enter the Charter Number assigned by the Texas Secretary of State:

Section 2: Accounting System

The grantee organization must incorporate an accounting system that will track direct and indirect costs for the organization (general ledger) as well as direct and indirect costs by project (project ledger). The grantee must establish a time and effort system to track personnel costs by project. This should be reported on an hourly basis, or in increments of an hour.

Is there a list of your organization's accounts identified by a specific number (i.e., a general ledger of accounts).

Select the appropriate response:

Yes
 No

Does the accounting system include a project ledger to record expenditures for each Program by required budget cost categories?

Select the appropriate response:

Yes
 No

Is there a timekeeping system that allows for grant personnel to identify activity and requires signatures by the employee and his or her supervisor?

Select the appropriate response:

Yes
 No

If you answered 'No' to any question above in the Accounting System section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

Section 3: Financial Capability

Grant agencies should prepare annual financial statements. At a minimum, current internal balance sheet and income statements are required. A balance sheet is a statement of financial position for a grant agency disclosing assets, liabilities, and retained earnings at a given point in time. An income statement is a summary of revenue and expenses for a grant agency during a fiscal year.

Has the grant agency undergone an independent audit?

Select the appropriate response:

Yes
 No

Does the organization prepare financial statements at least annually?

Select the appropriate response:

Yes
 No

According to the organization's most recent Audit or Balance Sheet, are the current total assets greater than the liabilities?

Select the appropriate response:

- Yes
- No

If you selected 'No' to any question above under the Financial Capability section, in the space provided below explain what action will be taken to ensure accountability.
Enter your explanation:

Section 4: Budgetary Controls

Grant agencies should establish a system to track expenditures against budget and / or funded amounts.
Are there budgetary controls in effect (e.g., comparison of budget with actual expenditures on a monthly basis) to include drawing down grant funds in excess of:

- a) Total funds authorized on the Statement of Grant Award?
 Yes
 No
- b) Total funds available for any budget category as stipulated on the Statement of Grant Award?
 Yes
 No

If you selected 'No' to any question above under the Budgetary Controls section, in the space provided below please explain what action will be taken to ensure accountability.
Enter your explanation:

Section 5: Internal Controls

Grant agencies must safeguard cash receipts, disbursements, and ensure a segregation of duties exist. For example, one person should not have authorization to sign checks and make deposits.

Are accounting entries supported by appropriate documentation (e.g., purchase orders, vouchers, receipts, invoices)?

Select the appropriate response:

- Yes
- No

Is there separation of responsibility in the receipt, payment, and recording of costs?

Select the appropriate response:

- Yes
- No

If you selected 'No' to any question above under the Internal Controls section, in the space provided below please explain what action will be taken to ensure accountability.
Enter your explanation:

Budget Details Information

Budget Information by Budget Line Item:

CATEGORY	SUB CATEGORY	DESCRIPTION	OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Personnel	Court Coordinator	RETAIN-Investigator-Panola County-Screens defendants for admittance into Drug Court program, part of Drug Court Team. Salary of \$5000.00 Fringe benefits: Retirement matching 24.02% = \$1,202.00; FICA matching 7.65%= \$383.00; unemployment at .0060%= \$40;	\$6,777.00	\$0.00	\$0.00	\$0.00	\$6,777.00	9

		Workman's Compensation 3.0%= \$152.00. .						
Contractual and Professional Services	Drug Analysis or Employee Drug Testing Services	Lab based drug analysis for defendant or probation officers confirmation. Our Drug Court participants are given the right to dispute an instant test that would be used in the office. Our county has a drug testing site that offers lab based testing. Therefore, this testing site is used to dispute tests, but to also get confirmation for the probationer's file.. . Each lab based test is \$25. Allowing for 25 tests in the grant period for drug court purposes only.	\$625.00	\$0.00	\$0.00	\$0.00	\$625.00	0
Travel and Training	In-State Registration Fees, Training, and/or Travel	Training and travel; allow for the continuation of education in the field of criminal justice and/or as pertains to specific drug court training.. . Funding will allow for \$300 registration fee; 5 night stay at a rate of/up to \$200, and per diem at a rate of \$46 for 5 days. Totaling \$1530. Remainder will be used for fuel cost to and from trainings.	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0
Supplies and Direct	Office Supplies (e.g.,	Office and Program	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0

Operating Expenses	paper, postage, calculator)	Expenses * Office Supplies (e.g., paper, postage, calculator) For the day to day operation of the Drug Court.						
Personnel	Probation Officer	RETAIN-Supervision Officer I- Panola County: Supervision and coordination of Panola County Drug Court CSCD employees and contract services. Program planning, monitoring and evaluating program activity and effectiveness. Coordination of Drug Court proceedings with Panola County courts. Has broad responsibilities and authority as it relates to carrying out the Drug Court policies established by CJD. In charge of public relations and seeking community participation. Conduct regular drug screens; collect fees; monitor compliance; conduct referral and follow-up activities; provide progress reports, make recommendations, and identify supervision and ancillary service needs; coordinate continuum of care	\$61,503.00	\$0.00	\$0.00	\$0.00	\$61,503.00	100

		through regular contact with treatment providers; make recommendations along a continuum or sanctions; and prepare paperwork for the judge's consideration upon violation of the conditions. Salary of \$36,500 Fringe benefits: Retirement matching 24.02% = \$8,768; FICA matching 7.65%= \$2,797; insurance at approximately \$1010 per month = \$12,120; unemployment at .0060%= \$220; Workman's Compensation 3.0%= \$1,098.						
Supplies and Direct Operating Expenses	Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit)	Urinalysis Supplies, mouthpieces for breathalyzers, etc. Quick tests are used in the probation office and are the primary method for drug testing. Quick tests are bought at a rate of 25 tests for \$133.75. With 30 participants that may be tested every week for twelve months equals 1440 tests. Divided by 25 equals 57 boxes. 57 boxes equals \$7624.32. (See note below). Our drug court officer also conducts	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00	0

		home visits often on the participants, so being able to keep breathalyzer mouthpieces for this reason would be beneficial. Funding for these quick tests and breathalyzer mouthpieces are needed. Vendor estimates this at 100 pieces for \$44.95 plus tax.						
Contractual and Professional Services	Substance Abuse-Related Case Management, Counseling, Outpatient, and/or Treatment Services	RETAIN-LCDC/LCSW-Panola County, Licensed Chemical Dependency Counselors, provide assessment of the offender for placement; continually update the team as to progress in treatment; make recommendations for additional services; identify time frames for assessment and reassessment of treatment plan; provide training on assessment basis for substance abuse, the impact of treatment on the offender, and the potential for relapse; address therapeutic responses in team meetings; and advocate for continuum of care beyond treatment continuum to include other	\$17,000.00	\$0.00	\$0.00	\$0.00	\$17,000.00	0

		community-based services. Group counseling services are to be computed at a rate of \$50.00 per each group session. Individual Counseling/Case Staffing Services are to be computed at a rate of \$25.00 each session. The target for population is 30 participants. Drug Court Treatment Team meetings at a rate of \$50.00 per each session for a maximum of 12.					
--	--	--	--	--	--	--	--

Source of Match Information

Detail Source of Match/GPI:

DESCRIPTION	MATCH TYPE	AMOUNT
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Summary Source of Match/GPI:

Total Report	Cash Match	In Kind	GPI Federal Share	GPI State Share
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Budget Summary Information

Budget Summary Information by Budget Category:

CATEGORY	OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
Contractual and Professional Services	\$17,625.00	\$0.00	\$0.00	\$0.00	\$17,625.00
Personnel	\$68,280.00	\$0.00	\$0.00	\$0.00	\$68,280.00
Supplies and Direct Operating Expenses	\$6,500.00	\$0.00	\$0.00	\$0.00	\$6,500.00
Travel and Training	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00

Budget Grand Total Information:

OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$94,905.00	\$0.00	\$0.00	\$0.00	\$94,905.00

Condition Of Fundings Information

Condition of Funding / Project Requirement	Date Created	Date Met	Hold Funds	Hold Line Item Funds
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You are logged in as **User Name:** khenderson2017

DRUG COURT PROPOSED BUDGET FOR FISCAL YEARS 2019

1. a) Legal Name of Organization:		Panola County
b) Title of Project:		Panola County CSCD Adult Drug Court
c) Grant Period:		From: 9/01/2018 To: 8/31/2019
d) Grant Number: 17470-15		
Date Submitted:		
		PROPOSED FY 2019 BUDGET
CJD FUNDS		\$94,905
Other Revenue:		
Panola Counties Match Funds		\$0
TOTAL REVENUE		\$94,905
BUDGET SUMMARY		
DIRECT COSTS:		
PERSONNEL		\$68,280
CONTRACTUAL AND PROFESSIONAL SERVICES		\$17,625
SUPPLIES AND DIRECT OPERATING EXPENSES		\$9,000
TOTAL EXPENDITURES		\$94,905
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).		
Budget Requested By:		
Authorized Official/Grant Recipient (original signature required)		Date

Budget / Adjustment Endorsement:

Judge Lee Ann Jones, Panola County

Date

Judge Terry Bailey, Panola County Court at Law

Date

Judge LeAnn Kay Rafferty, 123RD Judicial District

Date

FILED FOR RECORD
IN MY OFFICE
AT 10:46 O'CLOCK a M.

JAN 18 2018

SUPPORTING SCHEDULES FOR FY 2019 BUDGET

CHIEF COUNTY: Panola	PROGRAM TITLE: Panola County CSCD Adult Drug Court	
TYPE OF EXPENDITURE	% of time devoted to this program	FY 2019
SALARIES/FRINGE BENEFITS		
1. Full-time Salaries--Position Title:		
<p>Supervision Officer Supervision Officer - Responsible for screening and monitoring offenders to determine eligibility; conduct regular drug screens; collect fees; monitor compliance; conduct referral and follow-up activities; provide progress reports, make recommendations, and identify supervision and ancillary service needs; coordinate continuum of care through regular contact with treatment providers; make recommendations along a continuum of sanctions; and prepare paperwork for the judge's consideration upon violation of the conditions.</p>	100%	36,500
<p>District Attorney Investigator - Panola County Screens defendants for admittance into Drug Court program, part of Drug Court Team.</p>	9%	5,000
(Attach additional pages if necessary.) Total Full-time Salaries		41,500

SUPPORTING SCHEDULES FOR FY 2019 BUDGET

CHIEF COUNTY: Panola	PROGRAM TITLE: Panola County CSCD Adult Drug Court	
TYPE OF EXPENDITURE	% of time devoted to this program	FY 2019
CONTRACTUAL AND PROFESSIONAL SERVICES LCDC, LCSW - Panola County, Licensed Chemical Dependency Counselors, provide assessment of the offender for placement; continually update the team as to progress in treatment; make recommendations for additional services; identify time frames for assessment and reassessment of treatment plan; provide training on assessment basis for substance abuse, the impact of treatment on the offender, and the potential for relapse; address therapeutic responses in team meetings; and advocates for continuum of care beyond treatment continuum to include other community-based services.		\$17,000
Drug Analysis or Employee Drug Testing Services Lab based drug analysis for defendant or probation officers confirmation.		\$625
TOTAL CONTRACT SERVICES FOR OFFENDERS		\$17,625

SUPPORTING SCHEDULES FOR FY 2018 BUDGET

CHIEF COUNTY: Panola		PROGRAM TITLE: Panola County CSCD Drug Court	
TYPE OF EXPENDITURE			FY 2019
PROFESSIONAL FEES			
1. Fiscal Service Fee (TDCJ-CJAD Funding x .0075)			\$0
2. Other Professional Fees: (specify)			
Staff Training			\$0
Licenses/Memberships			\$0
Registration Fees			\$0
Bonds & Insurance			\$0
Legal Services			\$0
			\$0
			\$0
			\$0
TOTAL PROFESSIONAL FEES			\$0

SUPPLIES & OPERATING EXPENDITURES		
1. Office Supplies		\$500
2. Urinalysis Supplies		\$6,000
3. Travel & Training		\$2,500
4. Other Operating Expenditures:(specify)		
TOTAL SUPPLIES & OPERATING EXPENDITURES		\$9,000

123RD JUDICIAL DISTRICT DRUG COURT 2005 - 2017 REFUND

1. a) Legal Name of Organization:		Panola County
b) Title of Project:		123RD Judicial District CSCD Drug Court
c) Grant Period:		From: 2005 To: 8/31/2017
Date Submitted:		2/7/2018
CJD FUNDS		
Other Revenue:		
Fund Equity 123rd Judicial District Drug Court August 31, 2017		\$93,259.71
TOTAL REVENUE		\$93,259.71
BUDGET SUMMARY		
DIRECT COSTS:		
Refund to Panola County Drug Court Fund		\$41,744.81
Refund to Shelby County		\$51,514.90
TOTAL		\$93,259.71
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).		
Budget Requested By:		
Authorized Official/Grant Recipient (original signature required)		Date

Budget / Adjustment Endorsement:

 Judge Lee Ann Jones, Panola County Date

 Judge Terry Bailey, Panola County Court at Law Date

 Judge LeAnn Kay Rafferty, 123RD Judicial District Date

FILED FOR RECORD
 IN MY OFFICE
 AT 1042 O'CLOCK a M.

JAN 18 2018

BOBBIE DAVIS
 COUNTY CLERK, PANOLA COUNTY, TEXAS
 BY Rotich DEPUTY

**123RD JUDICIAL DISTRICT DRUG COURT 2005-2017
REFUND CALCULATION**

JAN 18 2018

BOBBIE DAVIS
CLERK, PANOLA COUNTY, TEXAS
Robbie DEPUTY

DRUG COURT	COUNTY
SHELBY COUNTY MATCH	\$ 20,000.00
PANOLA COUNTY MATCH	\$ 20,000.00
SHELBY COUNTY DRUG CRT FEES	\$ 34,292.47
PANOLA COUNTY DRUG CRT FEES	\$ 25,131.93
INTEREST EARNINGS	\$ 6,095.45
MATCH/FEES SPENT	\$ (12,260.14)
TOTAL FUND EQUITY	\$ 93,259.71

SHELBY COUNTY	\$ 20,000.00
SC DRUG CRT FEES	\$ 34,292.47
INTEREST EARNED BASED ON FUND EQUITY DUE EACH COUNTY	\$ 3,352.50
1/2 OF MATCH/FEES SPENT	\$ (6,130.07)
AMOUNT PAYABLE TO SHELBY COUNTY	\$ 51,514.90

PANOLA COUNTY	\$ 20,000.00
PC DRUG CRT FEES	\$ 25,131.93
INTEREST EARNED BASED ON FUND EQUITY DUE EACH COUNTY	\$ 2,742.95
1/2 OF MATCH/FEES SPENT	\$ (6,130.07)
AMOUNT PAYABLE TO PANOLA COUNTY DRUG COURT PROGRAM	\$ 41,744.81

TEXAS DEPARTMENT OF CRIMINAL JUSTICE
COMMUNITY JUSTICE ASSISTANCE DIVISION

FILED FOR RECORD
IN MY OFFICE
AT 10:48 O'CLOCK a M

BUDGET ADJUSTMENT REQUEST

JAN 18 2018

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

Chief County: PANOLA

Program Title AND ID Number: CCSS ID # 24

Funding Source: CCP

Adjustment Number: 2 Revised

Fiscal Year: 2017

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).

Kerian Henderson
CSCD Director (Print Name)

[Signature] 8-14-17
CSCD Director (Signature) Date

Budget/Adjustment Endorsements:

[Signature] 8/14/17
Judge LeAnn Kay Rafferty, 123RD Judicial District Date

TEXAS DEPARTMENT OF CRIMINAL JUSTICE
Community Justice Assistance Division
Budget Adjustment - Fiscal Year 2017
Date Received: 8/14/2017

APPROVED BY: _____

DATE APPROVED: _____

Nancy Espinoza, TDCJ-CJAD Budget Director

CSCD:	Year:	ADJ #:	Program:	Funding Type:	Other Funding:	
Panola	2017	2	24 - Community Corrections Sup	CCP	None	
REVENUE:			APPROVED	ADJ REQ	TOTAL	
TDCJ-CJAD Funding (State Aid)	\$	56,531	\$	-13,551	\$	42,980
SAFPF Payments (Basic Supervision Only)	\$	0	\$	0	\$	0
Community Supervision Fees Collected	\$	0	\$	0	\$	0
Payments By Program Participants	\$	0	\$	0	\$	0
Interest Income (Basic Supervision Only)	\$	0	\$	0	\$	0
Carry Over from Previous Fiscal Year	\$	0	\$	15,971	\$	15,971
Other Revenue	\$	0	\$	0	\$	0
Basic Supervision Interfund Transfer	\$	0	\$	0	\$	0
CCP Interfund Transfer	\$	0	\$	0	\$	0
TOTAL REVENUE:	\$	56,531	\$	2,420	\$	58,951

EXPENDITURES:	APPROVED	ADJ REQ	TOTAL			
Salaries/Fringe Benefits	\$	44,564	\$	0	\$	44,564
- Full Time Salaries						
- Part Time Salaries						
- Fringe Benefits						
Travel/Furnished Transportation	\$	0	\$	0	\$	0
Contract Services for Offenders	\$	0	\$	0	\$	0
Professional Fees	\$	424	\$	-102	\$	322
Supplies & Operating Expenses	\$	11,543	\$	-1,328	\$	10,215
Facilities	\$	0	\$	0	\$	0
Utilities	\$	0	\$	0	\$	0
Equipment	\$	0	\$	3,850	\$	3,850
TOTAL EXPENDITURES:	\$	56,531	\$	2,420	\$	58,951

TEXAS DEPARTMENT OF CRIMINAL JUSTICE
COMMUNITY JUSTICE ASSISTANCE DIVISION

FILED FOR RECORD
IN MY OFFICE
AT 10:49 O'CLOCK a M

JAN 18 2018

BUDGET ADJUSTMENT REQUEST

BOBBIE DAVIS
COUNTY CLERK, PANOLA COUNTY, TEXAS
BY Rafiah DEPUTY

Chief County: PANOLA
Program Title AND ID Number: BASIC SUPERVISION ID # 900
Funding Source: BS
Adjustment Number: 1
Fiscal Year: 2018

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).

Kerian Henderson
CSCD Director (Print Name)

Kerian Henderson 11-28-17
CSCD Director (Signature) Date

Budget/Adjustment Endorsements:

LeAnn Kay Rafferty 11-30-2017
Judge LeAnn Kay Rafferty, 123RD Judicial District Date

TEXAS DEPARTMENT OF CRIMINAL JUSTICE
Community Justice Assistance Division
Budget Adjustment - Fiscal Year 2018
Date Received: 11/27/2017

APPROVED BY: _____ DATE APPROVED: _____
 Michelle Wilson, TDCJ-CJAD Budget Director

CSCD:	Year:	ADJ #:	Program:	Funding Type:	Other Funding:
Panola	2018	1	900 - Basic Supervision	BS	None
REVENUE:			APPROVED	ADJ REQ	TOTAL
TDCJ-CJAD Funding (State Aid)	\$	103,848	\$	0	\$ 103,848
SAFPF Payments (Basic Supervision Only)	\$	300	\$	0	\$ 300
Community Supervision Fees Collected	\$	160,000	\$	0	\$ 160,000
Payments By Program Participants	\$	15,000	\$	0	\$ 15,000
Interest Income (Basic Supervision Only)	\$	200	\$	0	\$ 200
Carry Over from Previous Fiscal Year	\$	19,740	\$	0	\$ 19,740
Other Revenue	\$	0	\$	0	\$ 0
Basic Supervision Interfund Transfer	\$	0	\$	0	\$ 0
CCP Interfund Transfer	\$	0	\$	0	\$ 0
TOTAL REVENUE:	\$	299,088	\$	0	\$ 299,088

EXPENDITURES:			APPROVED	ADJ REQ	TOTAL
Salaries/Fringe Benefits	\$	218,301	\$	0	\$ 218,301
- Full Time Salaries					
- Part Time Salaries					
- Fringe Benefits					
Travel/Furnished Transportation	\$	15,288	\$	0	\$ 15,288
Contract Services for Offenders	\$	1,200	\$	0	\$ 1,200
Professional Fees	\$	18,429	\$	0	\$ 18,429
Supplies & Operating Expenses	\$	41,370	\$	0	\$ 41,370
Facilities	\$	0	\$	0	\$ 0
Utilities	\$	2,000	\$	0	\$ 2,000
Equipment	\$	2,500	\$	0	\$ 2,500
TOTAL EXPENDITURES:	\$	299,088	\$	0	\$ 299,088

Section 2 - Payments by Program Participants

GRAND TOTALS		\$15,000	\$0	\$15,000
Item	Current	Requested	Adjusted	
Urinalysis Testing	5,000	0	5,000	
SASSI	10,000	0	10,000	

Section 6 - Full Time Salaries

GRAND TOTALS		\$155,000	\$0	\$155,000
Position Title	% Time	Current	Requested	Adjusted
Adm. Support (Clerical)	100	33,000	0	33,000
CSCD Director	100	49,500	0	49,500
CSO I - Entry Level	100	35,000	0	35,000
CSO IV	100	37,500	0	37,500

Section 8 - Fringe Benefits

GRAND TOTALS		\$63,301	\$0	\$63,301
Position Title	% Time	Current	Requested	Adjusted
FICA Matching	7.65%	11,860	0	11,860
Retiree Insurance w/6% Increase	1136.46 per mon	13,430	0	13,430
Retirement	24.02%	37,235	0	37,235
Unemployment	.005%	776	0	776

Section 9 - Travel/Furnished Transportation

GRAND TOTALS		\$15,288	\$0	\$15,288
Position Title	% Time	Current	Requested	Adjusted
Fuel	Not Specified	3,500	0	3,500
Per Diem	Not Specified	6,500	0	6,500
Vehicle Insurance	Per Year	3,788	0	3,788
Vehicle Maintenance	Not Specified	1,500	0	1,500

Section 10 - Contract Services for Offenders

GRAND TOTALS					\$1,200	\$0	\$1,200
Provider Name	Type of Service	Quantity	Unit	Rate	Current	Requested	Adjusted
Urquhart, LLC dba Fire & Safety	Urinalysis Testing	60	each	20.00	1,200	0	1,200

Section 11 - Professional Fees

GRAND TOTALS		\$18,429	\$0	\$18,429
Position Title	% Time	Current	Requested	Adjusted
CSTS	\$100 per month	1,200	0	1,200
Employment Ad	\$150 Per Ad	300	0	300
Fiscal Service Fee	.0075	779	0	779
Independent Audit	FY18	5,000	0	5,000
Legal/Attorney Fees	Not Specified	1,000	0	1,000
Liability And Bond Insurance	Per Year	7,650	0	7,650
Training and Registratlon Fees	FY18	2,500	0	2,500

Section 12 - Supplies & Operating Expenses

GRAND TOTALS		\$41,370	\$0	\$41,370
Position Title	% Time	Current	Requested	Adjusted
Computer Supplies & Maintenance	Estimate	2,000	0	2,000
Corrections Software	796 per month	9,552	0	9,552
Jackets, Shirts, Caps W/Logos	Not Specified	0	500	500
Name Plates/Badges/Cards	Not Specified	0	40	40
Office Supplies	FY18	5,000	0	5,000
UA Supplies	\$6/13 Panel	2,000	0	2,000
Unbudgeted	Not Specified	22,818	-540	22,278

Section 14 - Utilities

GRAND TOTALS		\$2,000	\$0	\$2,000
Position Title	% Time	Current	Requested	Adjusted
Cell Phone Services	\$65 per month	800	0	800
Internet Services	83.00 per month	1,000	0	1,000
Long Distance	FY18	200	0	200

Section 15 - Equipment

GRAND TOTALS		\$2,500	\$0	\$2,500
Position Title	% Time	Current	Requested	Adjusted
Xerox Copier	208 per month	2,500	0	2,500

Section 16 - Vehicle Inventory

Make	Model	VIN	Year	Mileage
Chevrolet	Traverse	1GNLVEED6AS109714	2010	33037

Chevrolet	Tahoe	1GNSK2E05ER171487	2014	9423
Ford	Explorer	1FM5K8AR8FGB61428	2015	15331
GMC	Sierra	2GTEC19T8Y1404146	2000	95088

TEXAS DEPARTMENT OF CRIMINAL JUSTICE
COMMUNITY JUSTICE ASSISTANCE DIVISION

BUDGET ADJUSTMENT REQUEST

Chief County: PANOLA

Program Title AND ID Number: BASIC SUPERVISION ID # 900

Funding Source: BS

Adjustment Number: 2

Fiscal Year: 2018

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).

Kerian Henderson
CSCD Director (Print Name)

CSCD Director (Signature) Date

Budget/Adjustment Endorsements:

Judge Terry Bailey, Panola County Court at Law

Judge LeAnn Kay Rafferty, 123RD Judicial District

TEXAS DEPARTMENT OF CRIMINAL JUSTICE
Community Justice Assistance Division
Budget Adjustment - Fiscal Year 2018
Date Received: 1/17/2018

JAN 18 2018

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

APPROVED BY: _____ DATE APPROVED: _____
 Nancy Espinoza, TDCJ-CJAD Budget Director

CSCD:	Year:	ADJ #:	Program:	Funding Type:	Other Funding:
Panola	2018	2	900 - Basic Supervision	BS	None
REVENUE:			APPROVED	ADJ REQ	TOTAL
TDCJ-CJAD Funding (State Aid)	\$	103,848	\$	0	\$ 103,848
SAFPF Payments (Basic Supervision Only)	\$	300	\$	0	\$ 300
Community Supervision Fees Collected	\$	160,000	\$	0	\$ 160,000
Payments By Program Participants	\$	15,000	\$	0	\$ 15,000
Interest Income (Basic Supervision Only)	\$	200	\$	0	\$ 200
Carry Over from Previous Fiscal Year	\$	19,740	\$	0	\$ 19,740
Other Revenue	\$	0	\$	0	\$ 0
Basic Supervision Interfund Transfer	\$	0	\$	0	\$ 0
CCP Interfund Transfer	\$	0	\$	0	\$ 0
TOTAL REVENUE:	\$	299,088	\$	0	\$ 299,088

EXPENDITURES:	APPROVED	ADJ REQ	TOTAL
Salaries/Fringe Benefits	\$ 218,301	\$ 0	\$ 218,301
- Full Time Salaries			
- Part Time Salaries			
- Fringe Benefits			
Travel/Furnished Transportation	\$ 15,288	\$ 0	\$ 15,288
Contract Services for Offenders	\$ 1,200	\$ 0	\$ 1,200
Professional Fees	\$ 18,429	\$ 0	\$ 18,429
Supplies & Operating Expenses	\$ 41,370	\$ -2,725	\$ 38,645
Facilities	\$ 0	\$ 0	\$ 0
Utilities	\$ 2,000	\$ 2,100	\$ 4,100
Equipment	\$ 2,500	\$ 625	\$ 3,125
TOTAL EXPENDITURES:	\$ 299,088	\$ 0	\$ 299,088

Section 2 - Payments by Program Participants

GRAND TOTALS		\$15,000	\$0	\$15,000
Item	Current	Requested	Adjusted	
Urinalysis Testing	5,000	0	5,000	
SASSI	10,000	0	10,000	

Section 6 - Full Time Salaries

GRAND TOTALS		\$155,000	\$0	\$155,000
Position Title	% Time	Current	Requested	Adjusted
Adm. Support (Clerical)	100	33,000	0	33,000
CSCD Director	100	49,500	0	49,500
CSO I - Entry Level	100	35,000	0	35,000
CSO IV	100	37,500	0	37,500

Section 8 - Fringe Benefits

GRAND TOTALS		\$63,301	\$0	\$63,301
Position Title	% Time	Current	Requested	Adjusted
FICA Matching	7.65%	11,860	0	11,860
Retiree Insurance w/6% increase	1136.46 per mon	13,430	0	13,430
Retirement	24.02%	37,235	0	37,235
Unemployment	.005%	776	0	776

Section 9 - Travel/Furnished Transportation

GRAND TOTALS		\$15,288	\$0	\$15,288
Position Title	% Time	Current	Requested	Adjusted
Fuel	Not Specified	3,500	0	3,500
Per Diem	Not Specified	6,500	0	6,500
Vehicle Insurance	Per Year	3,788	0	3,788
Vehicle Maintenance	Not Specified	1,500	0	1,500

Section 10 - Contract Services for Offenders

GRAND TOTALS					\$1,200	\$0	\$1,200
Provider Name	Type of Service	Quantity	Unit	Rate	Current	Requested	Adjusted
Urquhart, LLC dba Fire & Safety	Urinalysis Testing	60	each	20.00	1,200	0	1,200

Section 11 - Professional Fees

GRAND TOTALS		\$18,429	\$0	\$18,429
Position Title	% Time	Current	Requested	Adjusted
CSTS	\$100 per month	1,200	0	1,200
Employment Ad	\$150 Per Ad	300	0	300
Fiscal Service Fee	.0075	779	0	779
Independent Audit	FY18	5,000	0	5,000
Legal/Attorney Fees	Not Specified	1,000	0	1,000
Liability And Bond Insurance	Per Year	7,650	0	7,650
Training and Registration Fees	FY18	2,500	0	2,500

Section 12 - Supplies & Operating Expenses

GRAND TOTALS		\$41,370	(\$2,725)	\$38,645
Position Title	% Time	Current	Requested	Adjusted
Computer Supplies & Maintenance	Estimate	2,000	0	2,000
Corrections Software	796 per month	9,552	0	9,552
Jackets, Shirts, Caps W/Logos	Not Specified	500	0	500
Name Plates/Badges/Cards	Not Specified	40	0	40
Office Supplies	FY18	5,000	0	5,000
UA Supplies	\$6/13 Panel	2,000	0	2,000
Unbudgeted	Not Specified	22,278	-2,725	19,553

Section 14 - Utilities

GRAND TOTALS		\$2,000	\$2,100	\$4,100
Position Title	% Time	Current	Requested	Adjusted
Cell Phone Services	\$300 per month	800	2,100	2,900
Internet Services	83.00 per month	1,000	0	1,000
Long Distance	FY18	200	0	200

Section 15 - Equipment

GRAND TOTALS		\$2,500	\$625	\$3,125
Position Title	% Time	Current	Requested	Adjusted
Breathalyzer	Not Specified	0	125	125
Cell Phones and Accessories	Not specified	0	500	500
Xerox Copier	208 per month	2,500	0	2,500

Section 16 - Vehicle Inventory

Make	Model	VIN	Year	Mileage
Chevrolet	Traverse	1GNLVEED6AS109714	2010	33037
Chevrolet	Tahoe	1GNSK2E05ER171487	2014	9423
Ford	Explorer	1FM5K8AR8FGB61428	2015	15331
GMC	Sierra	2GTEC19T8Y1404146	2000	95088

NOTICE OF PRIMARY ELECTION
(A VISO DE ELECCION PRIMARY)

TO THE REGISTERED VOTERS OF THE COUNTY OF PANOLA, TEXAS:
(a los votantes registrados del Condado de Panola, Texas)

Notice is hereby given, that the polling places listed below will be open from 7:00 a.m. to 7:00 p.m.,
MARCH 6, 2018 voting in a general election to elect presidential electors, Members of Congress, Members of the
Legislature, and state, district, county and precinct officers;

*(Notifiquese, por las presente, que las casillas electorales estaran citados para abriran desde las 7:00 a.m.
hasta las 7:00 p.m. el 6 de march de 2018 votar en la Eleccion General para elegir presidential electors,
Miembros del Congreso, Miembros de la Legislatura, y oficiales del estado, distrito, condado.)*

LOCATIONS OF POLLING PLACES
(direcciones de las casillas electorales)

NAME OF VOTING BOXES	LOCATION OF POLLING PLACE
0001 - SOUTH WEST CARTHAGE	CARTHAGE MISSIONARY BAPTIST CHURCH
0002 - NORTH WEST CARTHAGE	CARTHAGE COMMUNITY CENTER
0003 - BECKVILLE	BECKVILLE UNITED METHODIST CHURCH
0005 - HARRIS CHAPEL	MT ZION BAPTIST CHURCH
0007 - DEBERRY	COMMUNITY FOUR V.F.D. SUB STATION
0008 - TACOMA	SHADY GROVE BAPTIST CHURCH
0009 - BETHANY	COMMUNITY FOUR FIRE STATION
0010 - MIDYETT	MIDYETT BAPTIST CHURCH
0012 - DEADWOOD	DEADWOOD COMMUNITY HOUSE
0013 - WOODS	WOODS VFD
0014 - GARY	GARY CITY HALL
0018 - CLAYTON	CLAYTON COMMUNITY HOUSE
0019 - OLD CENTER	OLD CENTER COMMUNITY HOUSE
0020 - MURVAUL	MURVAUL BAPTIST FELLOWSHIP HALL
0022 - HORTON	WALNUT SPRINGS BAPTIST CHURCH
0026 - PANOLA	PANOLA BAPTIST CHURCH
0027 - NORTH EAST CARTHAGE	TURNER ALUMNI BUILDING
0028 - SOUTH EAST CARTHAGE	CARTHAGE CIVIC CENTER
0029 - GALLOWAY	GALLOWAY COMMUNITY HOUSE
EARLY VOTING - COURTHOUSE	VOTER REGISTRATION OFFICE

Early voting by personal appearance will be conducted each weekday at:
(La votacion adelantada en persona se llevara cabo de lunes a viernes en:)

VOTER REGISTRATION OFFICE - PANOLA COUNTY COURTHOUSE COLLEGE STREET ANNEX
(location) (sitio)

Recommended but not required

Between the hours of 8 a.m. and 5 p.m. beginning on February 20, 2018
(date)
(entre las 8 de la mañana y las 5 de la tarde empezando el 20 de February 2018
(fecha)
and ending on March 2, 2018 (y terminando el 2 de march 2018
(date) (fecha)

Applications for ballot by mail shall be mailed to:
(Las solicitudes para boletas que se votaran adelantada por correo deberan enviarse a:)

CHEYENNE LAMPLEY, ELECTIONS ADMINISTRATOR
(Name of Early Voting Clerk)
(Nombre del secretario de la Votacion Adelantada)

522 W College St
(Address) (Direccion)

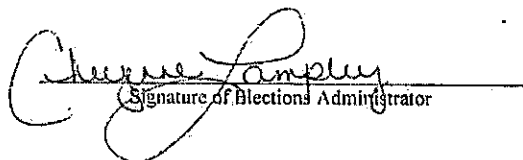
Carthage, Texas 75633
(City) (Ciudad) (Zip Code) (Zona Postal)

Applications for ballots by mail must be received no later than the close of business on:
(Las solicitudes para boletas que se votaran adelantada por correo deberan recibirse para el fin de las horas de negocio el:)

February 23, 2018
(date) (fecha)

Issued this the 5th day of January, 2018.

(Emitada este dia 5th de January 2018.)


Signature of Elections Administrator

** Extended Hours **

Tuesday, February 20, 2018, 7am-7pm
Saturday, February 24, 2018 8am-5pm
Sunday, February 25, 2018 11am-3pm
Thursday, March 1, 2018 7am-7pm

PROPOSED ELECTION AGREEMENT

Panola County

&

Panola County Fresh Water District #1

THE STATE OF TEXAS

COUNTY OF PANOLA

THIS AGREEMENT is made and entered into by and between Panola County, Texas and the Fresh Water District #1, hereinafter referred to as "The DIST." and by authority of Section 31.092, Vernon's Texas Civil Statutes, Election Code for conducting and supervision of the elections for The DIST.

The Election Administrator will be the acting agent for The DIST. to contract with third parties in respect to election services within the scope of the duties. All invoices will be sent directly from the third party to Panola County for payment. (i.e. printing of ballots, election kits, etc) and Panola County will bill The DIST. for repayment.

THIS AGREEMENT is entered into in consideration of the mutual covenants and agreements hereinafter set out. IT IS AGREED AS FOLLOWS:

I. DUTIES AND SERVICES OF PANOLA COUNTY

The Election Administrator agrees to coordinate, supervise, and handle all aspects in administering the Trustees elections in accordance with the provision of the Texas Election Code and as outlined in this Agreement.

The Election Administrator in connection with the holding and supervision of said election shall assume the following responsibilities:

- (a) All Elections Officers approved by Commissioners' Court.
- (b) Arrange for the notification, including writ of election and training.
- (c) The Election Administrator will be responsible for notifying each election judge and alternate judge of his/her appointment and for determining the number of clerks and other election workers authorized to work at each voting location.
- (d) Election judges shall be responsible for picking up election supplies and materials at the time and place determined by the Election Administrator. (This responsibility will be set forth in the election judges' letter notifying the judge of his/her appointment.)

- (e) Arrange for permission to use the polling locations.
- (f) Procure, prepare, proof, and distribute ballots.
- (g) Procure, prepare and distribute election judges' kits.
- (h) Use Auto Mark voting system (early voting and Election Day).
- (i) Assemble lists of registered voters to be used in conducting the election in conformity with the election precincts established for the election.
- (j) Provide legal notice of the date, time and place of the testing of the electronic tabulation equipment and conduct such testing.
- (k) Supervise the handling and disposition of election returns, voted ballots, etc., and tabulate unofficial returns and assist in preparing the tabulation for the official canvass.
- (l) Prepare the unofficial tabulation report after all precincts have been counted, and will provide a copy of the report to The DIST. as soon as possible after all returns have been tabulated, but in no event later than 2:00 p.m. on the Monday following the election.
- (m) Supervise the conduct of early voting in person and by mail and supply personnel to serve as deputy early voting clerks.
- (n) All early voting ballots (those cast by mail and those cast by personal appearance) will be prepared for counting by an Early Voting Ballot Board.
- (o) The DIST. will be responsible for payment to all parties who have provided services, supplies, and voting locations for the election. The Election Administrator shall not be liable to any third parties for any default by The DIST. in connection with holding the election, including failure The DIST. to pay for services, supplies, and voting locations for this election.
- (p) Prepare the results of the election for The DIST. to conduct its own canvass of the election as prescribed by law.

II. DUTIES AND SERVICES OF THE DIST.

The DIST. in connection with the holding and supervision of said election shall assume the following responsibilities and shall directly bear any attendant costs for the same:

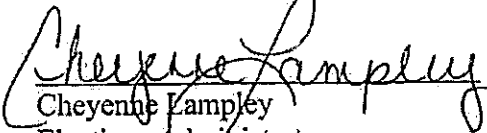
- (a) Shall receive from their candidates all documents filed under Title 15 of the Texas Election Code relating to campaign contributions and expenditures.
- (b) Preparation of election orders, resolutions, notices, and other pertinent documents for adoption or execution by the appropriate office or body.


- (c) Prepare and send out "Notice of Drawing" for a place on the Ballot to all eligible candidates.
- (d) Deliver to the Election Administrator as soon as possible, a list showing the official wording for the Election titles that is to be printed on the ballot with the exact form, orders, wording, and spelling that is to be used.
- (e) Pay any additional costs incurred by the Election Administrator if a recount for the election is required, or the election is contested in any manner.
- (f) Shall issue "Certificates of Election" to candidates elected after the Official Canvass.

III. PAYMENT FOR SERVICES

- (a) The DIST. shall pay to Panola County ten percent (10%) of the budget cost for administrative fees pursuant to Texas Election Code, Section 31.100.
- (b) After the date of election and completion of all duties required of the Election Administrator, Panola County shall then compute the final statement for all services rendered as an administrative fee, and bill The DIST. such sum. The DIST. shall be responsible for paying this amount within thirty (30) days from the date of billing.

IN WITNESS WHERE OF, the parties hereto have made and entered into this agreement this 11 day of January, 2018.


Cheyenne Lampley
Elections Administrator


Eric Pellham
Chairman

APPROVED

01-23-2018



Lee Ann Jones,
County Judge

PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE

NAME: Toni Hughes

POSITION: JP2

DEPARTMENT: Justice of the Peace 2-3

DATE: 1/4/18

CONFERENCE: Civil Procedure: Filing thru Judgment: Enforcement

LOCATION: Tyler, TX

DATES: March 7 to March 8

Does the conference meet your educational requirement for the year? no

If not, how much of your requirements will be met by this conference? 10 hours

How much of your requirements have been met already, not counting this conference?
1/3

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

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.)

To learn enforcement procedures in Civil Cases. And, to learn effective procedures from filing thru Post Judgment.

PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE

APPROVED

01-23-2018



Lee Ann Jones,
County Judge

NAME: MARIA HERNANDEZ

POSITION: CRIMINAL CLERK

DEPARTMENT: JUSTICE OF THE PEACE PCT 2 & 3

DATE: JANUARY 03, 2018

CONFERENCE: CIVIL PROCEDURE FILING THRU JUDGMENT

LOCATION: TYLER, TX

DATES: MARCH 07, 2018 - MARCH 08, 2018

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE: 2 DAY

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

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

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.)

LEARN ENFORCEMENTS PROCEDURES IN CIVIL CASES. TO LEARN EFFECTIVE PROCEDURES FROM FILING THRU POST JUDGMENT.

APPROVED

01-23-2018



Lee Ann Jones,
County Judge

**PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE**

NAME: Hollie Mojica
POSITION: Secretary
DEPARTMENT: Panola Co S.O.
DATE: 1-3-18

CONFERENCE: Open For Messenger
LOCATION: Wiffin (Angelina Co)
DATES: 1-17-18 to 1-17-18

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE: None

Does the conference meet your educational requirements for the year? None

If not, how much of your requirements will be met by this conference? 4

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? 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.)

Requirement for New
State System

APPROVED

01-23-2018



Lee Ann Jones,
County Judge

**PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE**

NAME: Leigh Welk
POSITION: Secretary
DEPARTMENT: Panola Co S.O.
DATE: 1-3-18

CONFERENCE: Open Fou messenger
LOCATION: Wufkin (Angelina Co)
DATES: 1-17-18 to 1-17-18

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE: None

Does the conference meet your educational requirements for the year? None

If not, how much of your requirements will be met by this conference? 4

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? 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.)

Requirement for New State
System

APPROVED

01-23-2018



Lee Ann Jones,
County Judge

**PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE**

NAME: Heather Green

POSITION: Administrative Deputy

DEPARTMENT: Panola Co S.O.

DATE: 1-3-18

CONFERENCE: Open For Messenger

LOCATION: Cuffin (Angelina Co)

DATES: 1-17-18 to 1-17-18

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE: None

Does the conference meet your educational requirements for the year? None

If not, how much of your requirements will be met by this conference? 4

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? 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.)

Requirement for new
State Systems

APPROVED
01-23-2018
AJ
Lee Ann Jones,
County Judge

**PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE**

NAME: Carrie Riddle
POSITION: Dispatch
DEPARTMENT: Panola Co S.O.
DATE: 1.3.18

CONFERENCE: Open for messenger
LOCATION: Lufkin (Angelina Co)
DATES: 1.17.18 to 1.17.18

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE: NONE

Does the conference meet your educational requirements for the year? NONE

If not, how much of your requirements will be met by this conference? 4

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? 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.)

Requirement for New State
System

APPROVED

01-23-2018



Lee Ann Jones,
County Judge

**PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE**

NAME: Karen England

POSITION: Dispatch

DEPARTMENT: Panola Co. S.O.

DATE: 1.3.18

CONFERENCE: Open For Messenger

LOCATION: Wufkin (Angelina Co)

DATES: 1-17-18 to 1-17-18

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE: NONE

Does the conference meet your educational requirements for the year? NONE

If not, how much of your requirements will be met by this conference? 4

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? 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.)

Requirement for new state
systems

APPROVED

01-23-2018



Lee Ann Jones,
County Judge

**PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE**

NAME: Helen Thompson
POSITION: Dispatch
DEPARTMENT: Panola Co S.O.
DATE: 1-3-18

CONFERENCE: Open for Messenger
LOCATION: Lufkin (Angelina Co)
DATES: 1-17-18 to 1-17-18

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? 4

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? 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.)

Requirement for new
State System

APPROVED

01-23-2018



Lee Ann Jones,
County Judge

**PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE**

NAME: Heather Bowen
POSITION: Dispatch
DEPARTMENT: Panola Co S.O.
DATE: 1.3.18

CONFERENCE: Open for messenger
LOCATION: Lufkin (Angelina Co)
DATES: 1-17-18 to 1-17-18
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? 4

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? 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.)

Requirement for New State
System

APPROVED

01-23-2018



Lee Ann Jones,
County Judge

**PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE**

NAME: Maria Sabedra

POSITION: Dispatcher

DEPARTMENT: Panola Co S.O.

DATE: 1.3.18

CONFERENCE: Open For Messenger

LOCATION: Smith Co

DATES: 1-16-18 to 1-16-18

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? 4

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? 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.)

 Requirement for New State
 System

APPROVED

01-23-2018



Lee Ann Jones,
County Judge

**PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE**

NAME: Sarena Newman

POSITION: Dispatch

DEPARTMENT: Panola Co S.O.

DATE: 1.3.18

CONFERENCE: Open Fox Meetings

LOCATION: Smith Co.

DATES: 1-16-18 to 1-16-18

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? 4

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? 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.)

Requirement for New State
Systems

APPROVED

01-23-2018



Lee Ann Jones,
County Judge

**PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE**

NAME: Hanna Smith

POSITION: Dispatch

DEPARTMENT: Panola Co S.O.

DATE: 1-3-18

CONFERENCE: Open Fox messenger

LOCATION: Smith Co

DATES: 1-16-18 to 1-16-18

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? 4

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? 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.)

Requirement for New State System

APPROVED

01-23-2018



Lee Ann Jones,
County Judge

**PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE**

NAME: Shakami Manning

POSITION: Dispatch

DEPARTMENT: Panola Co S.O

DATE: 1-3-18

CONFERENCE: Open for messengers

LOCATION: Smith Co.

DATES: 1-16-18 to 1-16-18

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? 4

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? 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.)

Requirement for TREW state
systems

**PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE**

APPROVED

01-23-2018



Lee Ann Jones,
County Judge

NAME: Clarissa Monreal
POSITION: JP 1 Criminal Clerk
DEPARTMENT: JP 1
DATE: 1/12/18
CONFERENCE: Texas Justice Court Training Center - 10 hour seminar:
Civil Procedure
LOCATION: Tyler, Texas
DATES: March 7, 2018 to March 8, 2018

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE: 2

Does the conference meet your educational requirement for the year? No

If not, how much of your requirements will be met by this conference? 10 hours

How much of your requirements have been met already, not counting this conference? 0

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.)

Attending this conference to get a better understanding of Civil Procedure from filing through Post Judgement enforcement.

East Texas Justices of the Peace & Constables Association, Inc.
P.O. Box 355
Marshall, Texas 75671-0355

Notice to all Board members and to all members:

Our next Meeting will be held in Tyler, TX., on March 7 - 8, 2018 hosted by Smith County Justices of the Peace and Constables.

Location: Holiday Inn
5701 S. Broadway
Tyler, TX. 75652
Phone 903-561-5800
Rate of \$85.00, this does not include tax.

Training Provided by Texas Justice Court Training Center
JP's & Clerks 10 Hours: Civil Procedure: From Filing through Post Judgment Enforcement
Constables 6 Hours: Courtroom Security Workshop

March 7th:

11:00 am-Noon: Registration for JPs and Clerks
1:00 - 5:00 pm: Training for JPs and Clerks

Board Meeting March 7th Time & Place to be determined.

March 8th

8:00 am – Noon: Training for JP's, Clerks & Constables
Noon – 1:00 pm: Lunch Provided
1:00 - 3:00 pm: Classes Resume

Business meeting for ETJPCA members immediately following education.

Registration Fee will be \$25.00. You can make your payment to ETJPCA at P.O. Box 355, Marshall, TX. 75671. You can also fax your registration form to 903-927-1826 or e-mail it to nancyg@co.harrison.tx.us. You can bring your payment to the meeting.

Constable Steve Bowser
President
903-850-5326
sbowser@co.wood.tx.us
Judge Nancy George
Sec./Tres.
903-923-4011
nancyg@co.harrison.tx.us

**PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE**

APPROVED 01-23-2018  _____ Lee Ann Jones, County Judge

NAME: Mary Sue Kiper

POSITION: JP 1 & 2 Civil Clerk

DEPARTMENT: JP 1 & 2

DATE: 1/12/18

CONFERENCE: Texas Justice Court Training Center - 10 hour seminar:
Civil Procedure

LOCATION: Tyler, Texas

DATES: March 7, 2018 to March 8, 2018

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE: 2

Does the conference meet your educational requirement for the year? No

If not, how much of your requirements will be met by this conference? 10 hours

How much of your requirements have been met already, not counting this conference? 0

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.)

Attending this conference to get a better understanding of Civil Procedure from filing through Post Judgement enforcement.

East Texas Justices of the Peace & Constables Association, Inc.
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