

TERM OF COMMISSION: August Session of the July Adjourned Term

PLACE OF MEETING: Roger B. Wilson Boone County Government Center
Room 333

PRESENT WERE: Presiding Commissioner Daniel Atwill
District I Commissioner Fred Parry
District II Commissioner Janet Thompson
Auditor June Pitchford
Circuit Court Services Christy Blakemore
Circuit Court Services Mary Epping
Circuit Court Services Cindy Garrett
Circuit Court Services Diana Vaughn
Deputy County Clerk Michelle Thompson

The meeting was called to order at 9:30 a.m.

Commission Held In Room 333

13th Judicial Circuit Court

1. 2019 Budget Presentation

Mary Epping presented the 2019 budget presentation via Power Point. The Power Point presentation is included at the end of these minutes.

Purchasing

2. First Reading; Amendment One – 30-20JUL17 – Great Circle – Early Assessment & Intervention Service for Outcomes Now (EAIS-ON)

Commissioner Thompson read the following memo:

Contract 30-20JUL17 – Early Assessment and Intervention Services for Outcomes Now (EAIS-ON) was approved by commission for award to Great Circle on December 28, 2017, commission order 571-2017. This amendment replaces the table in paragraph 5 (Billing and Payment of Agreement) with the following:

Service Description	Unit Measurement	Unit Rate	Proposed # of Units	Total Amount Requested
Individual Therapy - Child	One hour	\$91.46	480	\$43,900.80
Individual Therapy -Adult	One hour	\$77.87	560	\$43,607.20
Family Therapy	One hour	\$71.13	320	\$22,761.60
Behavioral Health Assessment	One assessment	\$47.10	240	\$11,304.00
Substance Use Disorder Assessment	One assessment	\$150.00	18	\$2,700.00
Individual Therapy –Child (Substance Use Disorder Treatment)	One hour	\$85.00	126	\$10,710.00
Case Management	One hour	\$16.36	1976	\$32,327.36
Clinical Case Management	One hour	\$24.34	1560	\$37,970.40
Home Visiting	One hour	\$35.49	416	\$14,763.84
Evidence-based Practice Training	One individual	\$20.51	516	\$10,583.16

Invoices will be paid from department 2161 – CCS Funding Opportunities, account 71106 – Contracted Services.

There were no comments or questions from the Commission.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available commission meeting with appropriate order for approval.

3. First Reading; CC170187001 – Rental Equipment for Construction & Related Maintenance or Facility Operations

Commissioner Parry read the following memo:

Public Works requests permission to utilize the State of Missouri cooperative contract *CC170187001* to purchase rental equipment for construction and related maintenance from United Rentals (North America), Inc.

This is a county-wide term and supply contract

There were no comments or questions from the Commission.

Commissioner Atwill stated this is a first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available commission meeting with appropriate order for approval.

4. First Reading; 33-19JUL18-Solid Block Asphalt Sealant – Term & Supply

Commissioner Thompson read the following memo:

33-19JUL18- Solid Block Asphalt Sealant – Term & Supply opened on July 19, 2018. Three (3) bids were received. Public Works recommends award by low bid to Paving Maintenance Supply, a Division of Crafc0, Inc.

This is a term and supply contract and will be paid from department 2040 – Public Works

– Maintenance Operations, account 26300 – Material and Chemical Supply.

There were no comments or questions from the Commission.

Commissioner Atwill stated this is first reading and requested the Deputy County Clerk to schedule this item for a second reading at the next available commission meeting with appropriate order for approval.

5. Second Reading; Bid Award 20-14MAY18 – Automotive Supplies (1st read 8-2-18)

Commissioner Parry moved on this day the County Commission of the County of Boone does hereby award bid 20-14MAY18 – Automotive Supplies to the following:

- Ashland Auto & Ag Parts, LLC
- Carquest of Columbia
- Champion Brands
- Ed Miller Auto Supply Inc. (NAPA)
- Factory Motor Parts
- O'Reilly Automotive Stores, Inc./dba O'Reilly Auto Parts
- Ozark Kenworth/dba MHC Kenworth
- Scheppers International Truck Center

Terms of the contract awards are stipulated in the attached Purchase Agreements. It is further ordered the Presiding Commissioner is hereby authorized to sign said Purchase Agreements.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #368-2018**

Sheriff's Department

6. First Reading; Budget Amendment: Internet Crimes Task Force Grant

This item was postponed until the next Commission meeting.

7. Public Hearing & Second Reading; FY17 JAG Acceptance Report (1st read 8-2-18)

Commissioner Atwill opened the public hearing.

There were no comments from the public.

Commissioner Atwill closed the public hearing.

Commissioner Parry moved on this day the County Commission of the County of Boone does hereby approve the acceptance of the 2017 Edward Byrne Memorial Justice Assistance Grant (JAG) awarded to the Boone County Sheriff's Department.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #369-2018**

Resource Management

8. Second Reading; City of Centralia Recycling Hauling & Processing Agreement (1st read 8-2-18)

Commissioner Parry moved on this day the County Commission of the County of Boone does hereby approve the attached Recycling, Hauling, and Processing Cooperative Cost-Share Agreement between Boone County and the City of Centralia, Missouri.

The terms of the Agreement are stipulated in the attached Cooperative Cost-Share Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Cooperative Cost-Share Agreement.

Commissioner Thompson seconded the motion.

The motion carried 3 to 0. **Order #370-2018**

Commission

**9. First & Second Reading; Application for Organizational Use of Boone County
Conference Rooms: Matter of Social Justice: Journey Toward Inclusive Excellence**

Commissioner Thompson moved on this day the County Commission of the County of Boone does hereby approve the Organizational Use of the Boone County Government Center Chambers and the Courthouse Plaza by Matters of Social Justice: Journey Toward Inclusive Excellence on August 25, 2018 from 7:30 am to 1:30 pm.

Commissioner Parry seconded the motion.

The motion carried 3 to 0. **Order #371-2018**

10. Public Comment

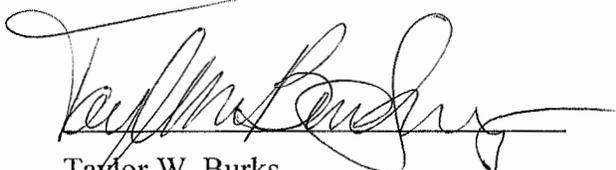
None

11. Commission Reports

None

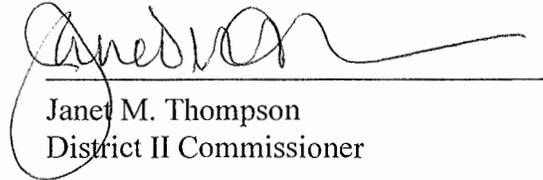
The meeting adjourned at 10:16 a.m.

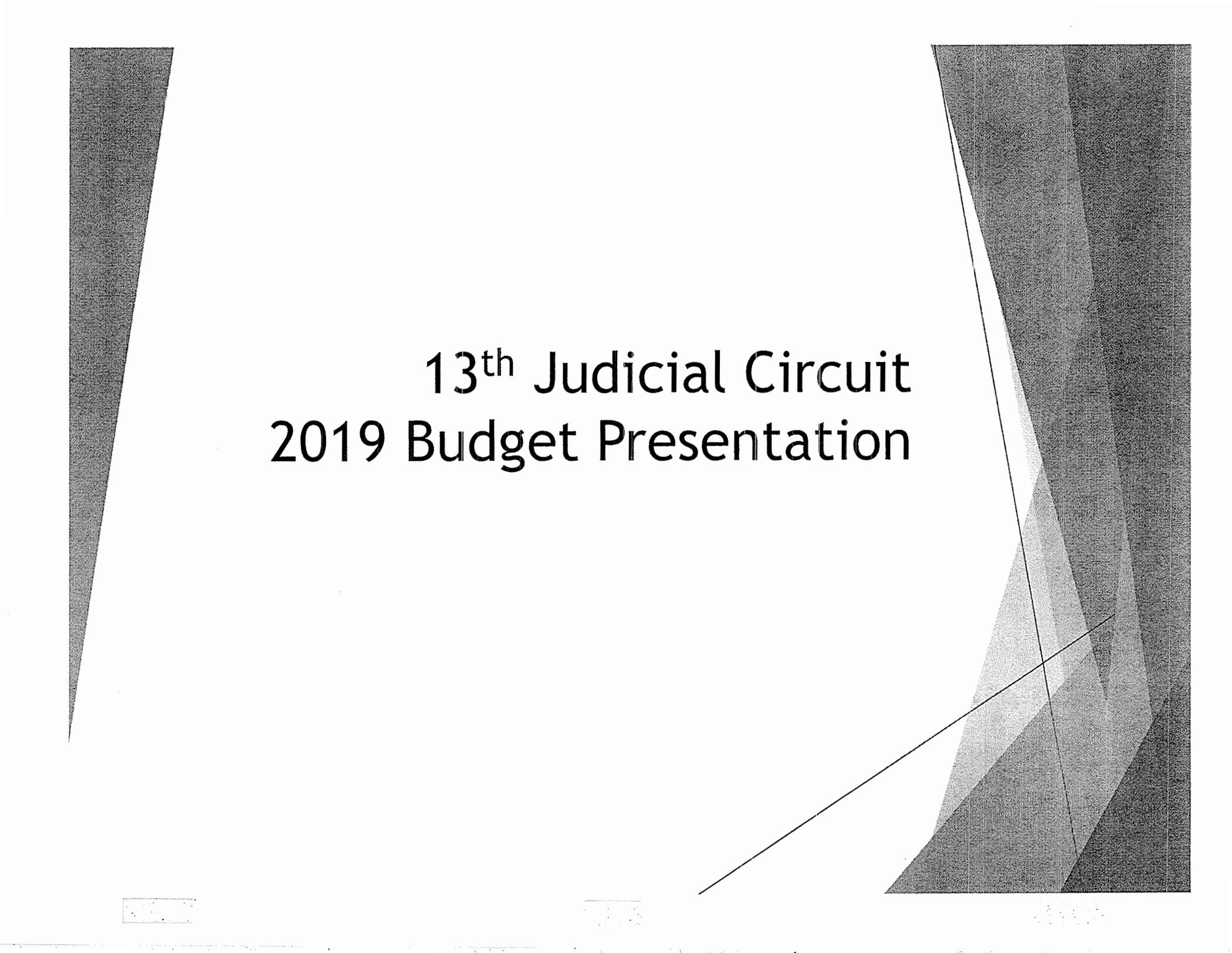
Attest:


Taylor W. Burks
Clerk of the County Commission


Daniel K. Atwill
Presiding Commissioner

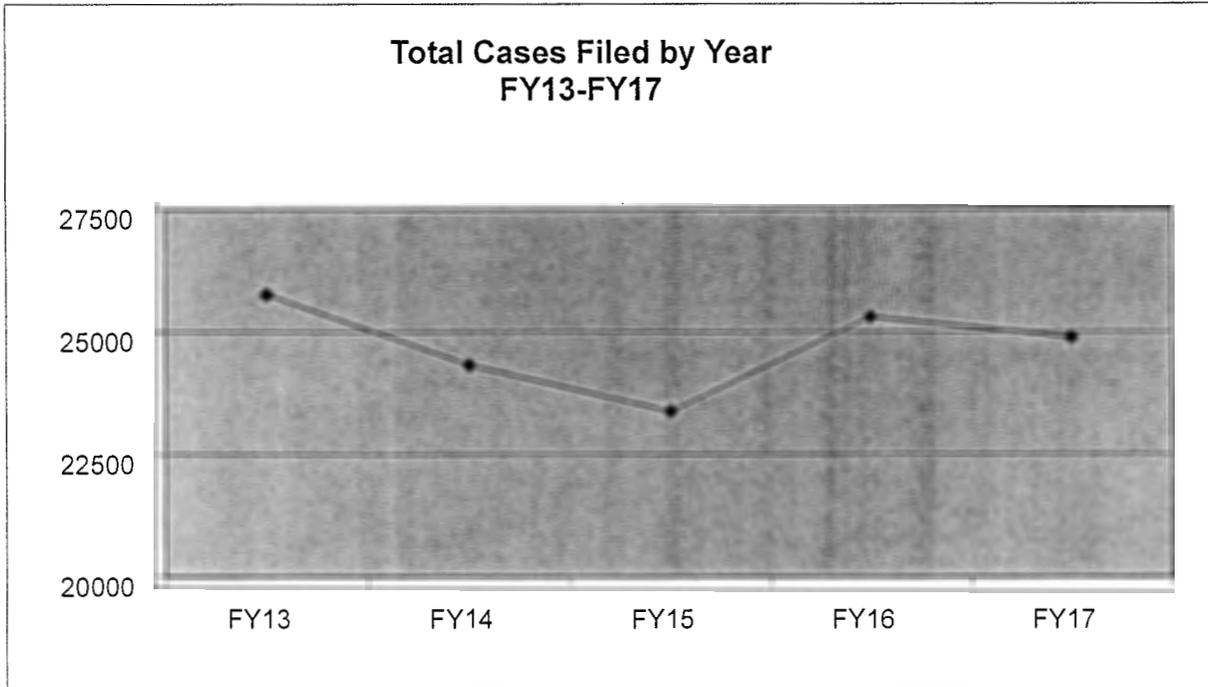

Fred J. Parry
District I Commissioner


Janet M. Thompson
District II Commissioner

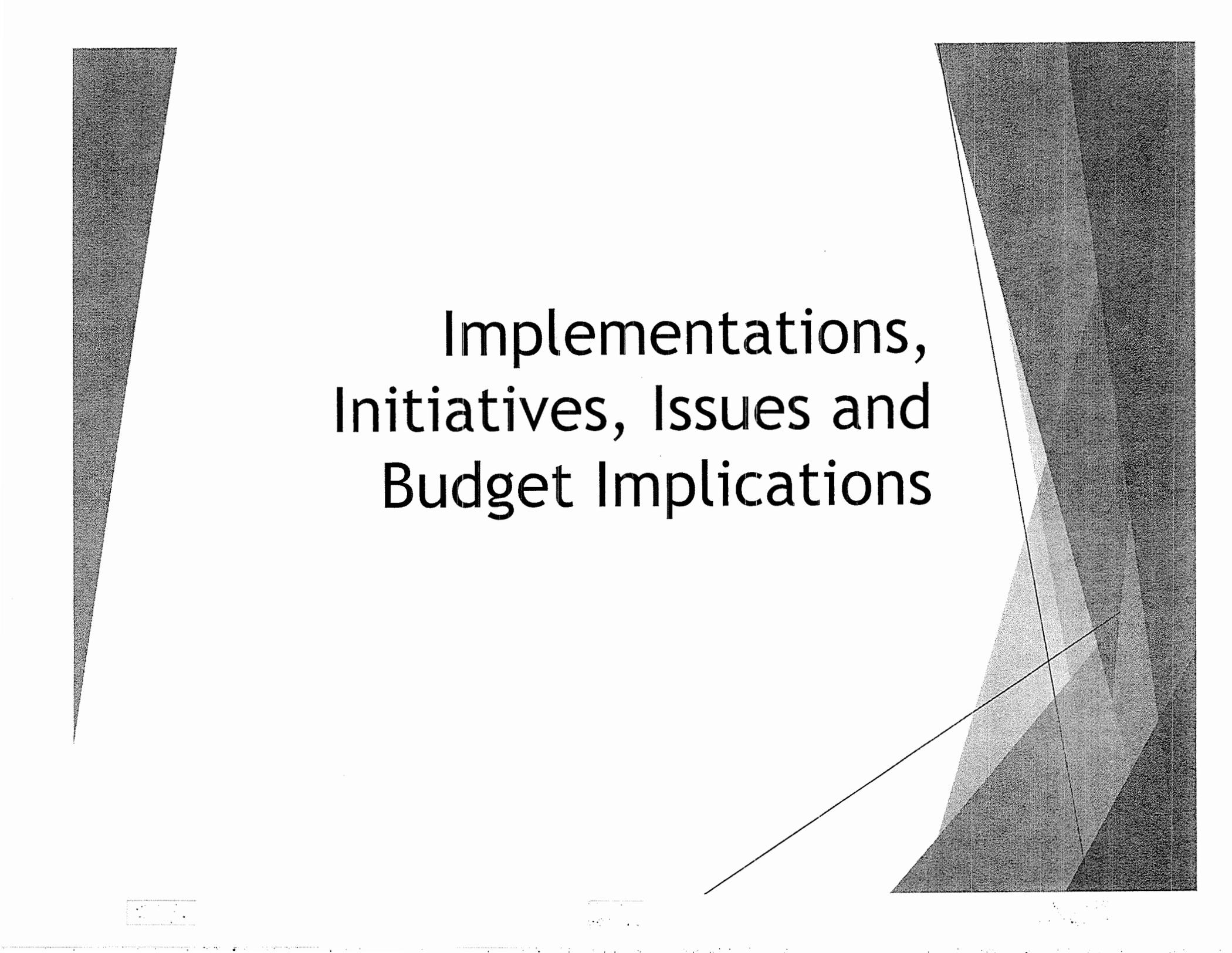


13th Judicial Circuit 2019 Budget Presentation

Total Case Filings



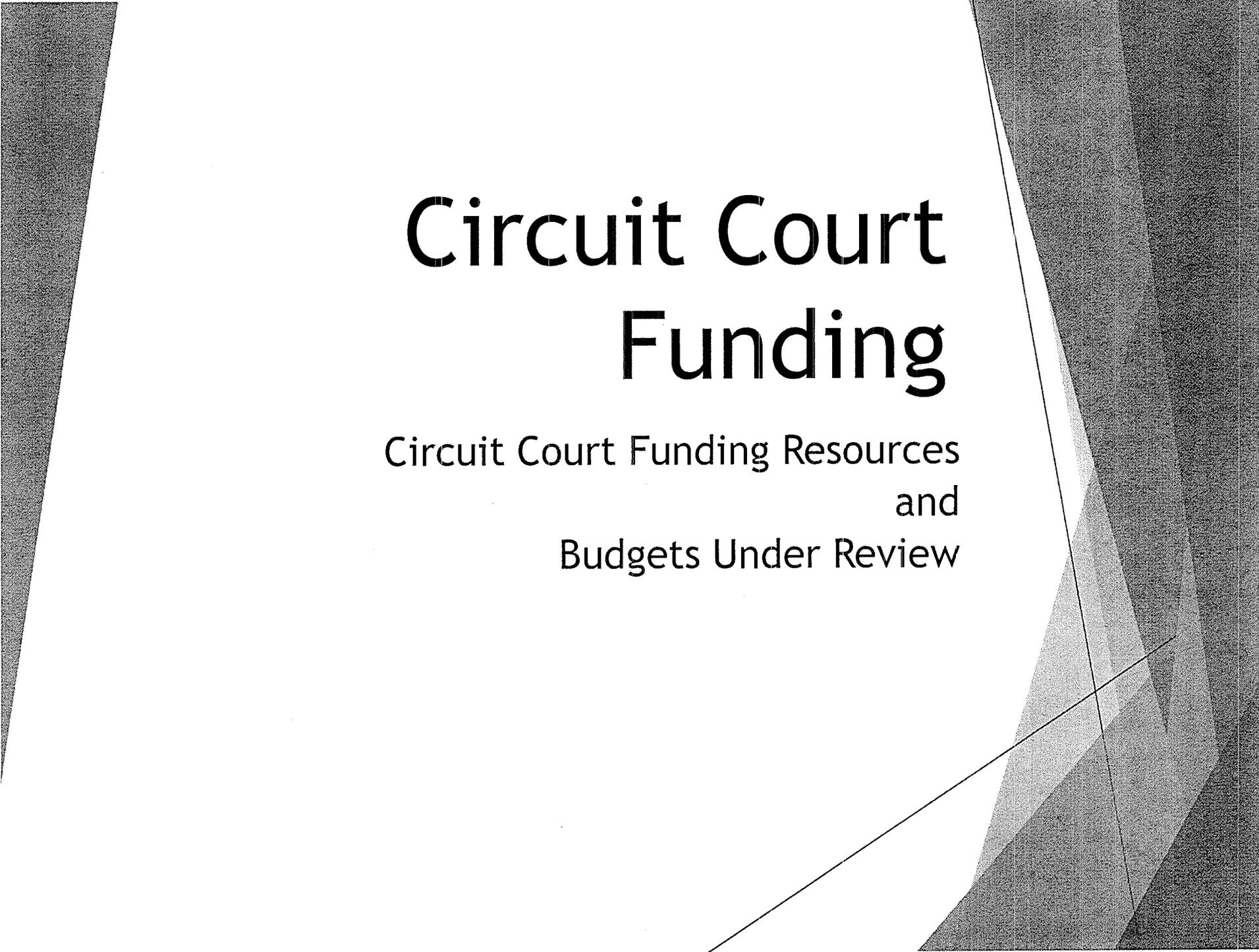
- ▶ FY17 is the state's fiscal year which ended June 30, 2017.
- ▶ FY17 (24,897 cases) is down 1.6% compared to FY16.
- ▶ FY13 had 25,766 cases filed.



Implementations, Initiatives, Issues and Budget Implications

Implementations, Initiatives, Issues and 2019 Budget Implications

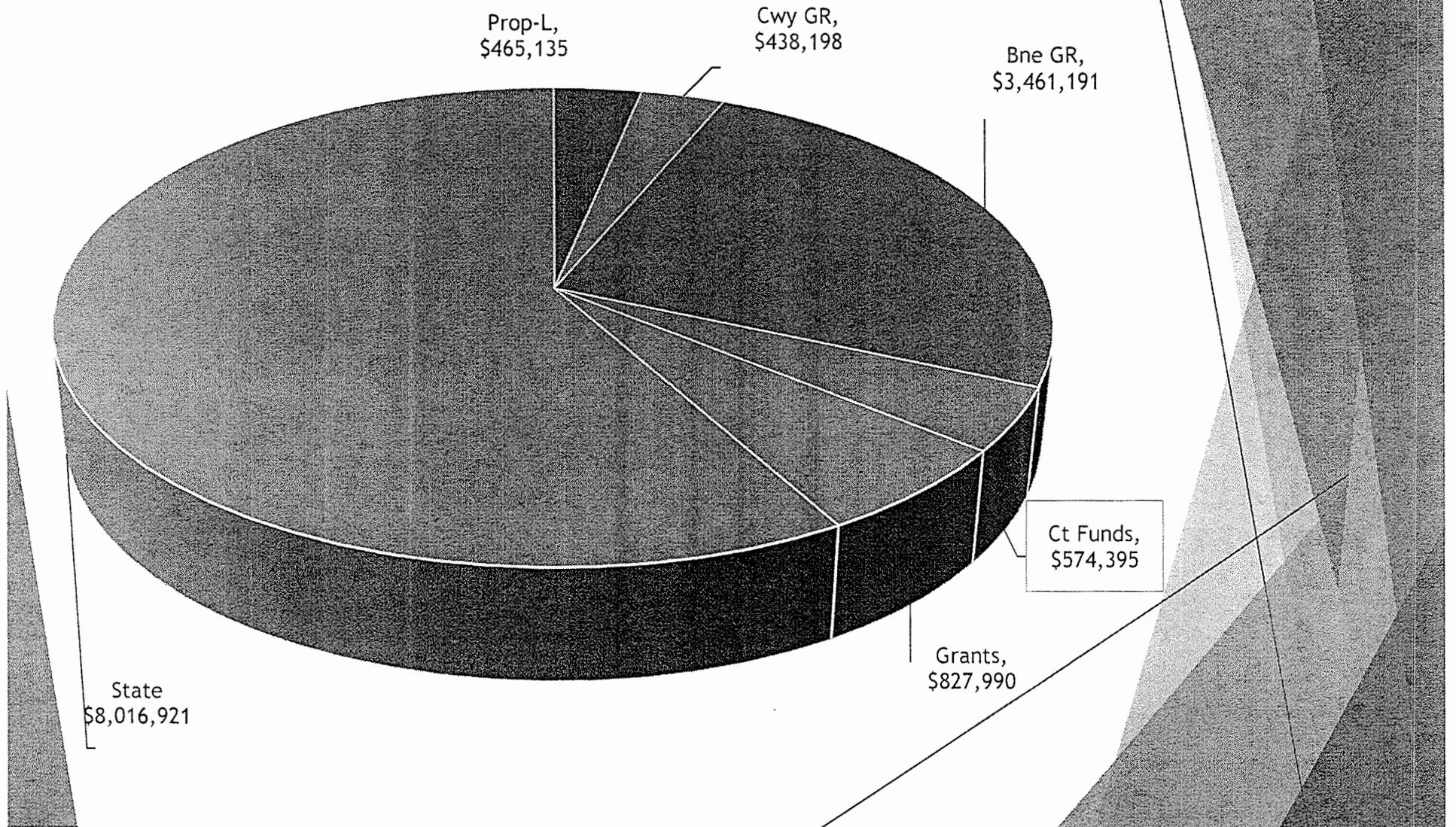
1. No major courtroom projects
2. Treatment Court Grant went back up
3. State's 21st Century Workforce implementation
4. eJuror and mileage changes for juries
5. New Judge
6. Electronic Boards
7. Technology costing less
8. Focusing on institutional knowledge and tracking (ex: new "untagged hardware and software")



Circuit Court Funding

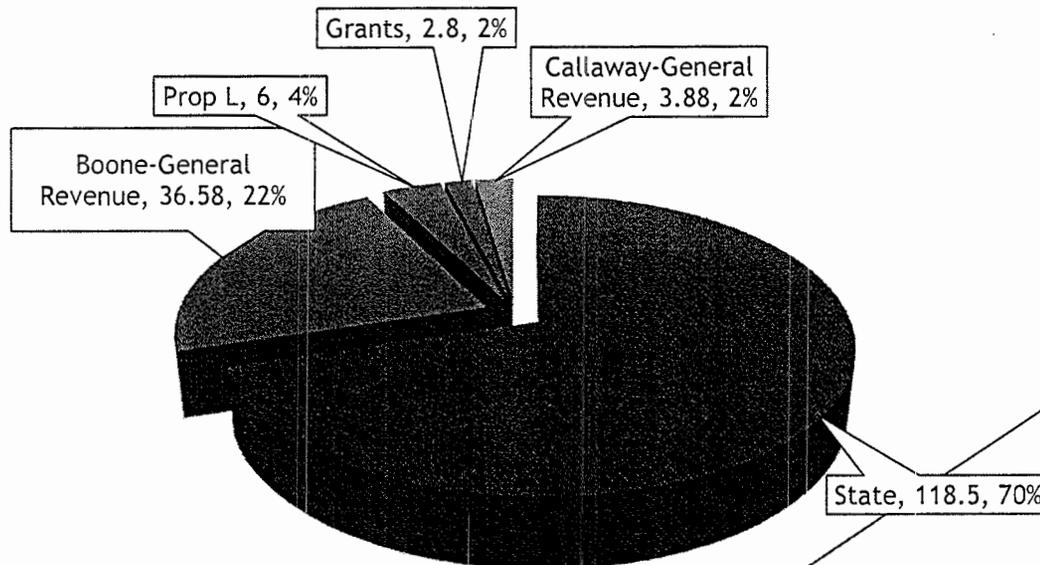
Circuit Court Funding Resources
and
Budgets Under Review

Total Funding Resources ≈ \$13,783,830



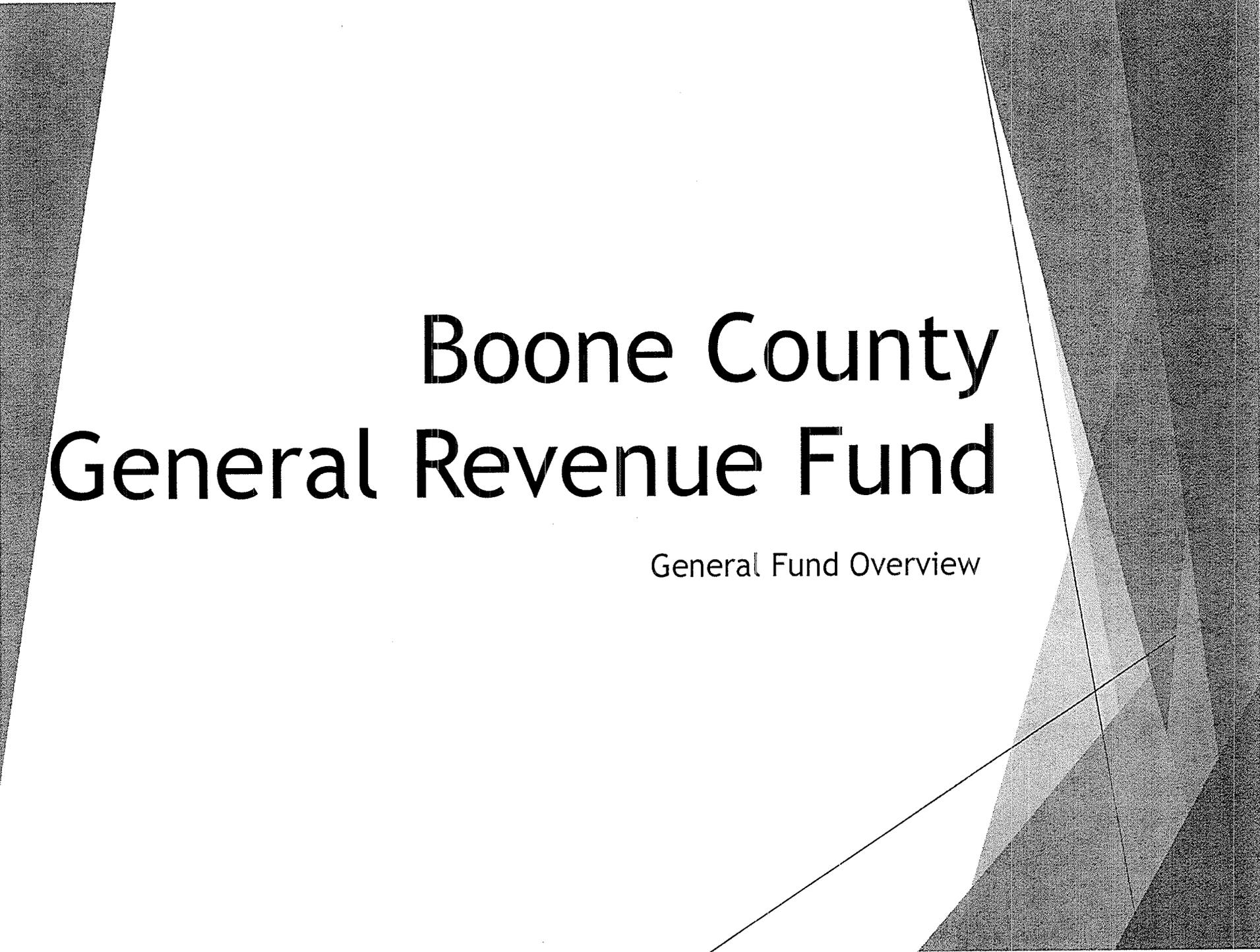
Approximately 167 FTEs

- ▶ 118.5 (70%) funded by the State of Missouri
- ▶ 36.58 (22%) funded by Boone Gen Rev
- ▶ 6 (4%) funded by Prop L
- ▶ 2.8 (2%) funded by Grants
- ▶ 3.88 (2%) funded by Callaway Gen Rev
(3.22 plus .6 reimbursement to Boone)



Funding Sources for the Budget

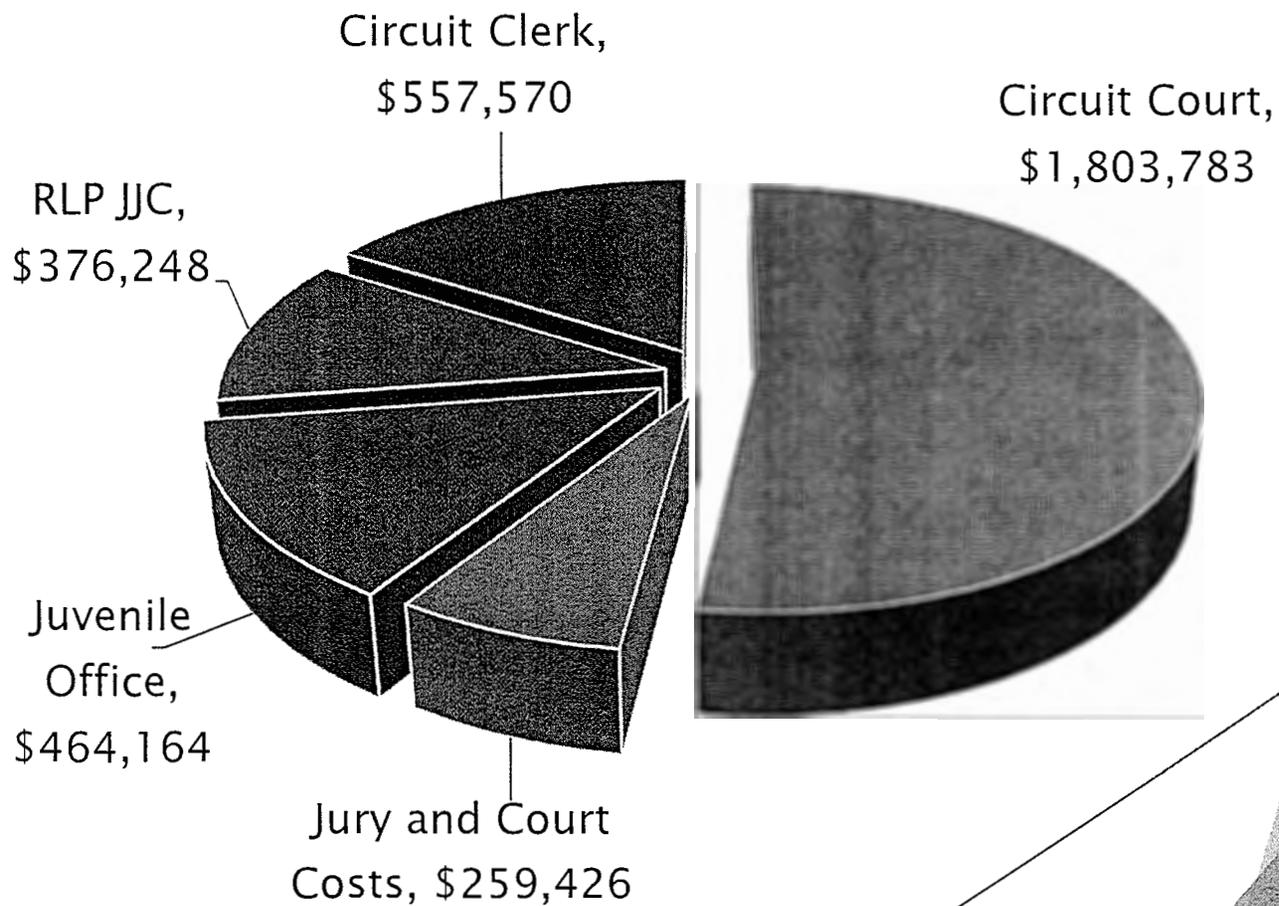
- ▶ Boone County General Revenue Fund
- ▶ Boone County Prop L Fund
- ▶ Court Managed Fund Accounts- Boone
- ▶ Grants
- ▶ Callaway County General Revenue Fund
- ▶ Court Managed Fund Accounts- Callaway



Boone County General Revenue Fund

General Fund Overview

Boone County General Revenue Fund \$3,461,191



General Revenue Budget Summary

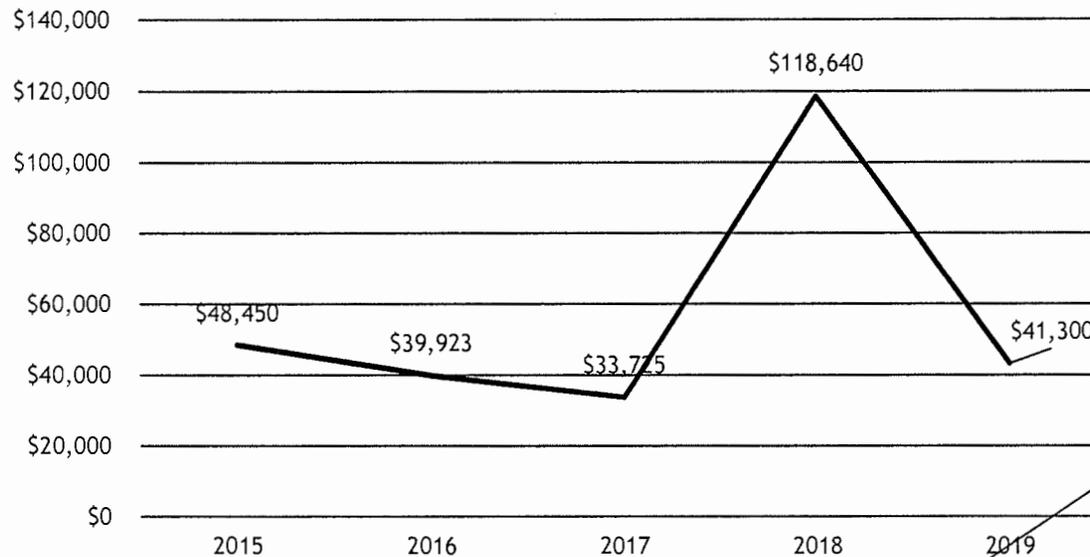
- ▶ Revenue projections up by 14.71% (\$75,077).
 - ▶ **JJC up 19.57% (\$39,241)**
 - ▶ Juv. Office down 43.64% (-\$2,400)
 - ▶ Jury Services down 3.45% (-\$500)
 - ▶ **Circuit Court up 20.48% (\$37,736)**
 - ▶ **Circuit Clerk up .95% (\$1,000)**

- ▶ Expenditures are down 1.11% (\$38,960) across all GR funded budgets. Mostly because of fixed assets.

Budgeted Fixed Assets

Fixed assets overall are down 71% (\$68,744).

	2015	2016	2017	2018	2019
JJC	\$8,150	\$8,073	\$950	\$8,275	\$8,800
Juvenile	\$7,550	\$1,300	\$1,000	\$31,900	\$6,700
Jury	\$13,650	\$1,500	\$4,000	\$29,790	\$8,900
Cir Court	\$14,100	\$14,100	\$16,026	\$32,175	\$7,000
Cir Clerk	\$5,100	\$14,950	\$11,750	\$16,500	\$9,900
Total	\$48,450	\$39,923	\$33,725	\$118,640	\$41,300



Boone County General Revenue Fund

Departmental Budget Highlights

Circuit Clerk

Circuit Court

Jury Services and Court Costs

Juvenile Office

Juvenile Justice Center

Circuit Clerk -Revenue

- ▶ **Revenues increased 0.9% (\$1,000)**
 - ▶ Clerk fee and Copy fee.
- ▶ **Expenditures down -2.6% (- \$15,162)**
 - ▶ Supplies - down 2.5 (\$750).
 - ▶ Dues, Travel & Training - up 9% (\$800).
 - ▶ Service Contracts – down 21% (\$4,000) due to no longer paying yearly maintenance contract for Micro Film Camera.
 - ▶ Fixed Assets – down 40% (\$6,600) Up grading 8 scanners.

Circuit Clerk's Garnishment Fee

▶ **Garnishment Fund**

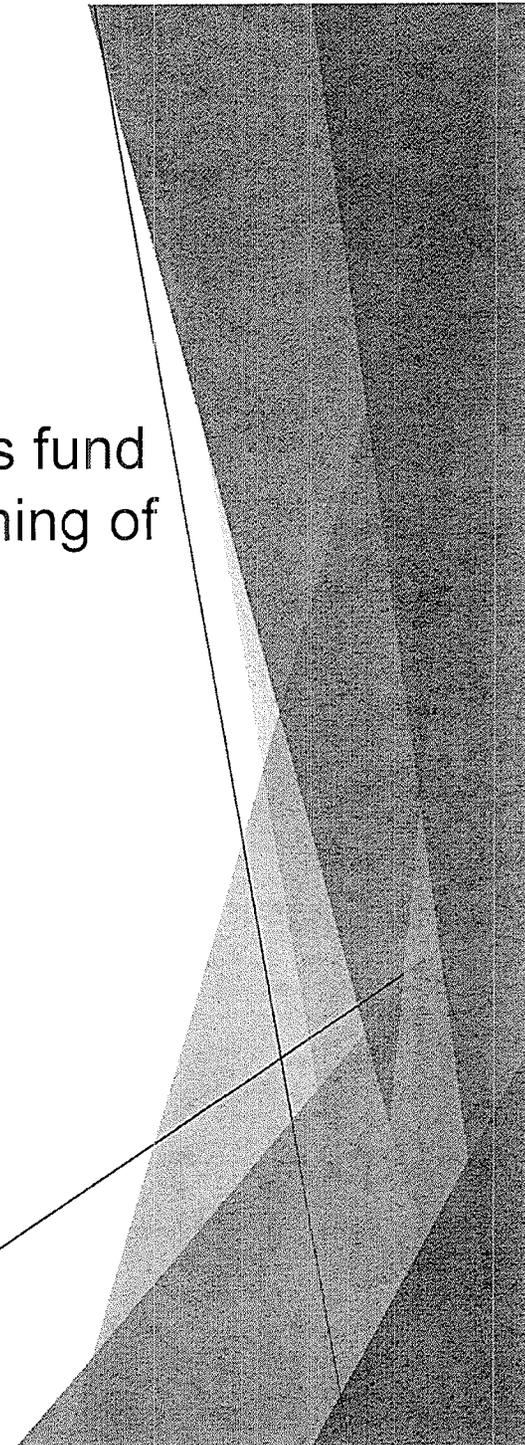
- ▶ Balance approximately \$50,000. This fund will be used for outsourcing microfilming of records and on boarding for new employees.



2007

2007

2007

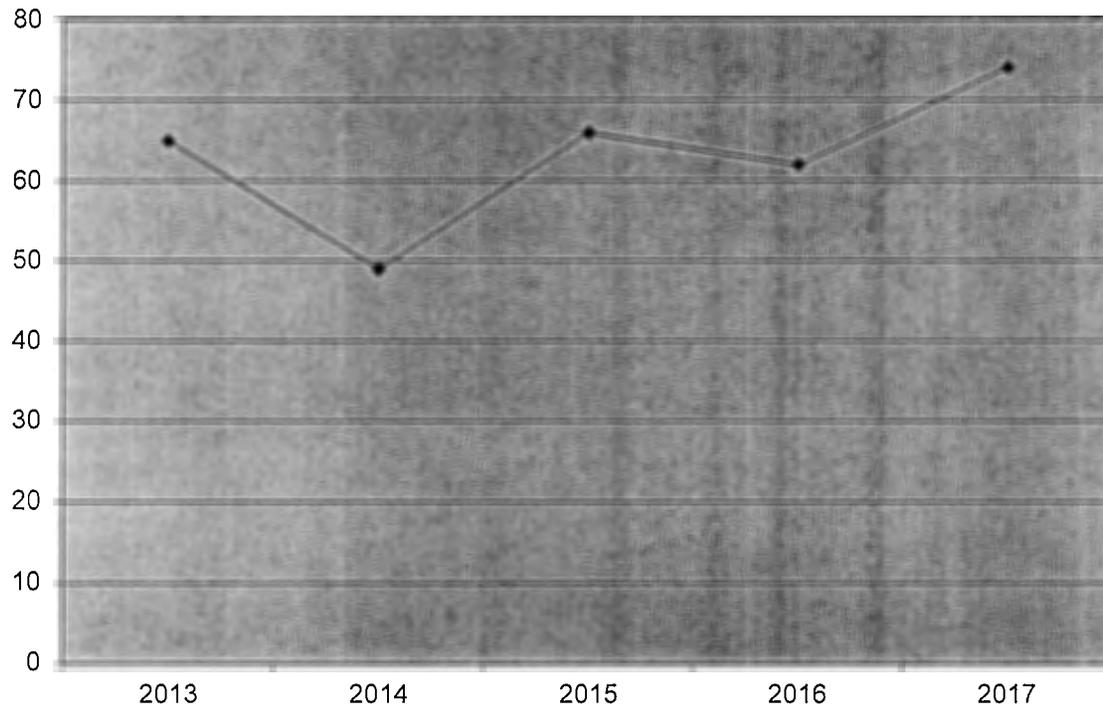


Circuit Court

- ▶ **Revenues up 20.48% (\$37,736)**
 - ▶ Home Detention up 28.88% (\$34,729).

- ▶ **Expenditures up .49% (\$8,748)**
 - ▶ Supplies up 19.05% (\$5,885). \$3,350 is in the new untagged hardware/software line that would have been in class 9.
 - ▶ Contractual Services up 11.87% (\$27,958) for HD.
 - ▶ Fixed Assets down \$25,175
 - ▶ 2018: two multifunction printers, a polycom (ACS) and reach end of life for 2 notebooks, 2 iPads, and 4 workstations.

Jury Trial Days 2013-2017



Jury Services and Court Costs

- ▶ **Revenue decreased 3.45% (\$500)**

- ▶ Based on 5 year averages (change of venue, court courts reimbursed by individual, etc).

- ▶ **Expenditures decreased .33% (\$854)**

- ▶ Supplies up 176% (\$24,805) in the new category for untagged hardware/software. WAP, 8 FTR clocks and software. Reflected in Class 9 too.
- ▶ 2% increase for Parent Attorneys and COP contract.
- ▶ Contractual Services: *jurors now paid mileage based on zip code.*
- ▶ Fixed Assets: \$5,000 budgeted for unforeseen technology purchases.

Juvenile Office

- ▶ **Revenues decreased by 43.64% (\$2,400)**
 - ▶ Reimbursement from Callaway decreased as Callaway will be purchasing own supplies and paper and home detention fees were removed.
- ▶ **Total juvenile budget decreased by 7.53% (\$37,802)**
 - ▶ Class 1 was decreased by 8.84% due to decreasing program assistant hours and 1 position currently not participating in county benefits.
 - ▶ Several categories were decreased due to five year history of expenditures.
 - ▶ Court Costs/GAL Fees were increased by 2% for Guardians ad Litem contracts effective January 1, 2019.
 - ▶ Class 9 decreased by \$25,200 as a new vehicle was purchased in 2018 to replace a 2010 Dodge Charger that was acquired from the BCSD in 2013. The only budgeted items in 2019 include replacement workstations and notebooks.

Juvenile Justice Center

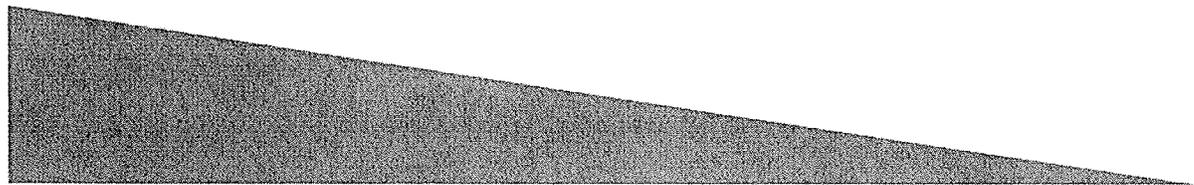
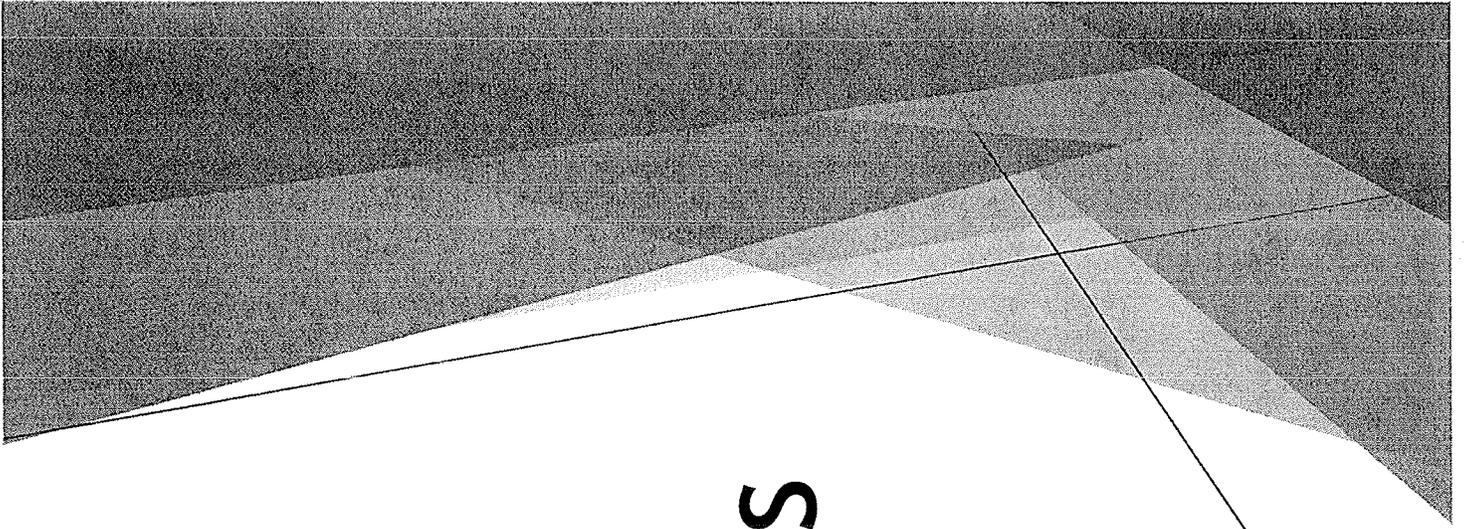
- ▶ **Revenue increased 19.57% (\$39,241)**

- ▶ Increased IVE – program side, based on last 2 years (went from \$12k to \$53k in actual revenue).
- ▶ Increased DYS Reimbursement.

- ▶ **Expenditures up 1.65% (\$6,110)**

- ▶ No significant areas.
- ▶ Fixed Assets – up 457% (\$7,221) for a bread freezer, warmer, and computers that reached end of life.

Grants



Grants

▶ **Boone**

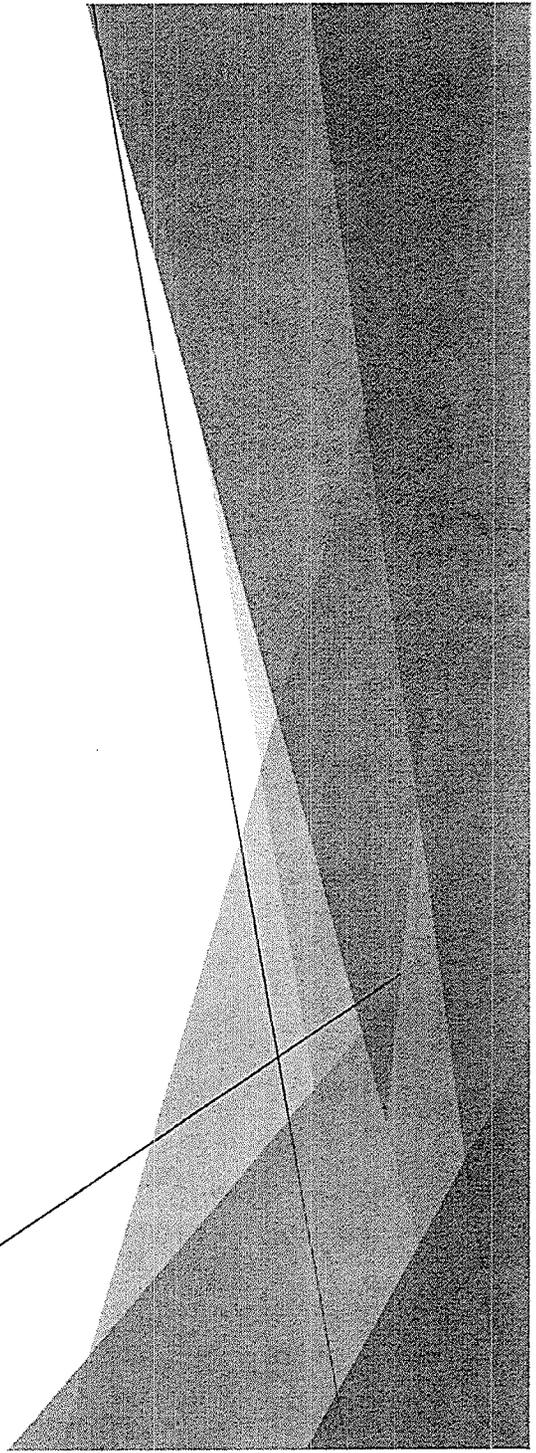
- ▶ Division of Youth Services (2 DJOs)
- ▶ Children's Mental Health Tax

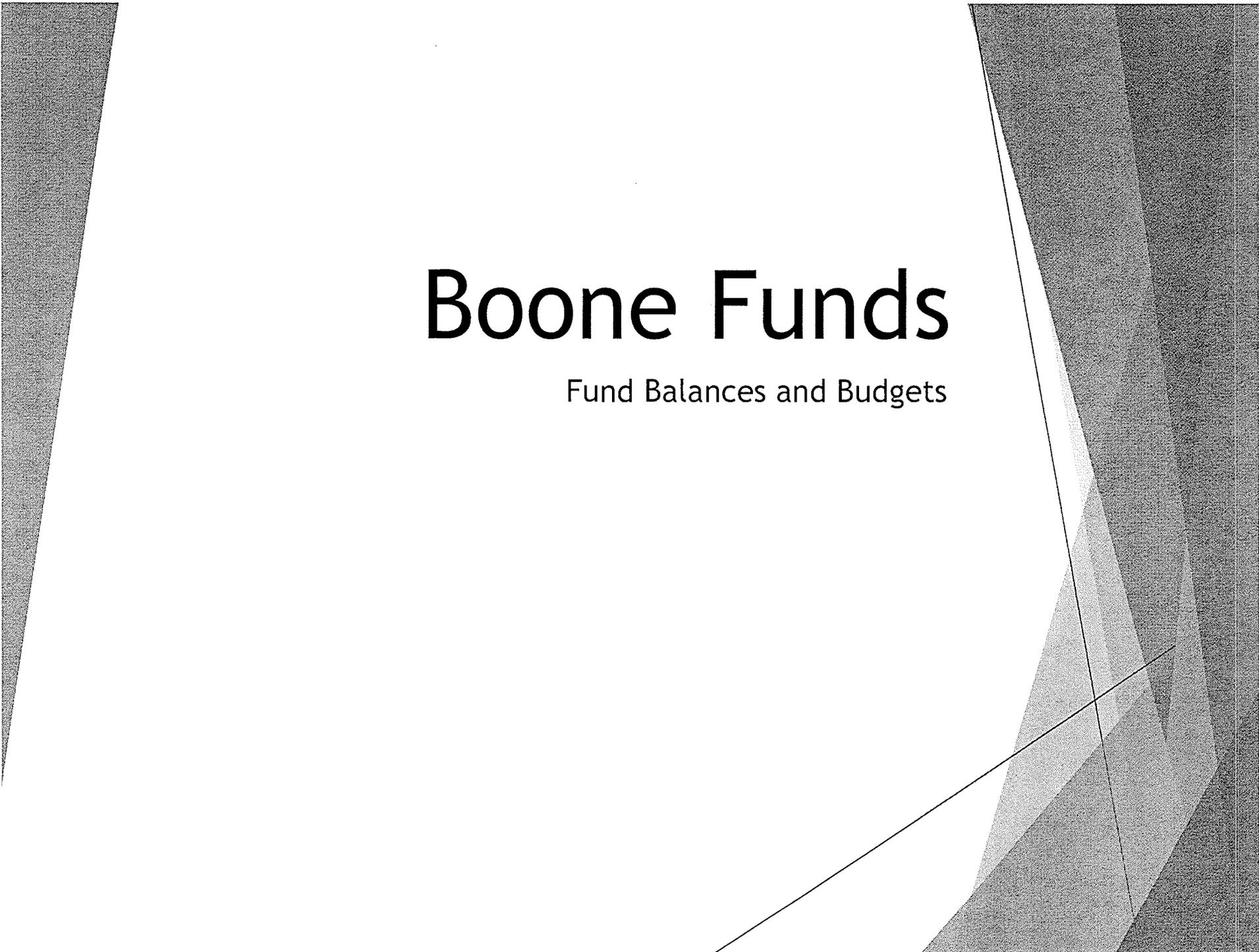
▶ **Boone and Callaway**

- ▶ Domestic Relations Resolution Fund (Supervised Visitation/Exchange Program)
- ▶ Fostering Court Improvement (Collaboration/training)
- ▶ Juvenile Justice Assistance Program (crisis intervention services, home monitoring, shelter care, and evening reporting center)
- ▶ STOP/VAWA (Funds DVCC and MEND)

Grants

- ▶ **Drug Court Coordinating Commission**
 - ▶ Drug Court, and Veterans Court
 - ▶ DWI Court
 - ▶ Cwy Family Tx Ct
 - ▶ MAT





Boone Funds

Fund Balances and Budgets

Family Services and Justice Fund

- ▶ **Revenue** – Decrease of \$4,500
- ▶ **Expenditures** – Decrease of \$2,850
- ▶ Anticipated balance end of 2019 for Boone County: \$150,553

Drug Court Fund

- ▶ Jan. 2018, fund at more than \$339,810.
- ▶ DCCC increased \$51,390.
- ▶ **Revenue:** down 2.19% (-\$1,902)
- ▶ **Expenditures:** up 33.83% (\$66,182)
 - ▶ Corrisoft (no longer able to pay trackers).

Veterans Court Fund

- ▶ **Revenue:** down 50% (-\$9,000)
- ▶ **Expenditures:** up 6.8% (\$5,089)
 - ▶ Dues, Travel and Training increased 175.2% (\$6,045) to pay for the registration team to attend a national training.
 - ▶ Contractual Services increased 19.8% (\$5,702) for Corrisoft.

Administration of Justice Fund

- ▶ Fund balance estimated at the end of 2018: \$88,940
- ▶ **Revenue** – decrease of \$1,000 due to income from time payment fees.
- ▶ **Expenditures** – decreased by 16.58%
 - ▶ Decrease in minor equipment and tools as only budgeted for emergency replacement items. Added \$200 in reception/meetings to cover on-boarding costs.
 - ▶ Fixed Assets – purchase of electronic dockets for 1st floor and unforeseen technology needs.

Prop L Funds

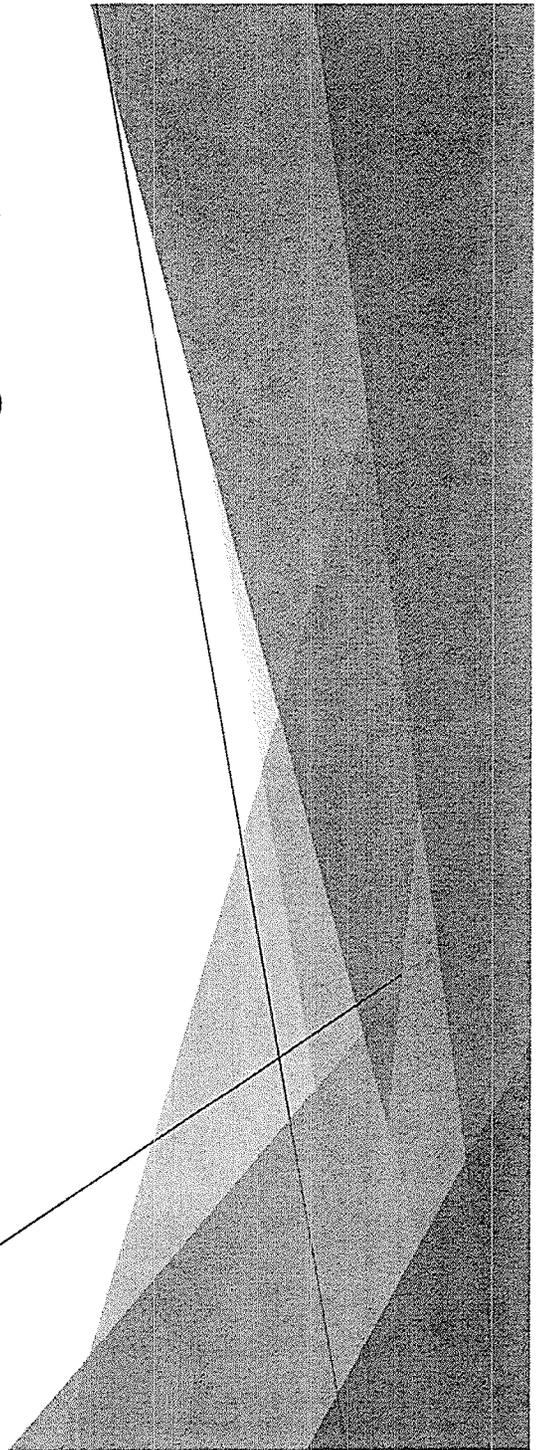
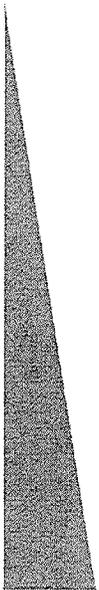
Departmental Budgets

Alternative Sentencing Program

- ▶ **Expenditures up 1% (\$4,662)**
 - ▶ Dues, Travel and Training – up 32.4% (\$3,270)
 - ▶ Commissioner and Tx Ct Admin travel to national MH summit.
 - ▶ Contractual Services up 18.51% for Corrisoft.
 - ▶ Tracking application on phones

Law Enforcement

- ▶ Fiber line costs for the connection to the Juvenile Justice Center. Annual cost of \$2,100.00.



Law Library Fund

- ▶ Boone County Fund estimate for end of 2018: \$114,877
 - ▶ 2018 fund used to pay for maintenance for ground floor video equipment and publication requests.
- ▶ Expenditures are anticipated to be approximately 44% of anticipated revenue, therefore fund continues to grow.