

HONORABLE RALPH H. WAITON, JR.  
- District Judge -  
355th Judicial District



HONORABLE VINCENT J. MESSINA  
- County Court at Law Judge -

HONORABLE DARRELL COCKERHAM  
- County Judge -  
Hood County, Texas

SHIELLI BERRY  
- Chief Juvenile Probation Officer -  
P.O. Box 2081 • Granbury, TX 76048  
(817) 579-3273 ext. 5428

## HOOD COUNTY YOUTH SERVICES 355TH JUDICIAL DISTRICT

Notice of the regular meeting of the Hood County Juvenile Board on Wednesday, December 19, 2018 at 8:00 AM in the Central Jury Room located in the Hood County Justice Center at 1200 W. Pearl St., Granbury, TX. At which meeting, the following subjects will be discussed, and the following matters acted upon:

### Agenda

- I. Call to order
- II. Approve minutes from previous meeting(s).
- III. Review requests for budget line item amendments and consider for approval.
- IV. IV. Consider payment of invoices for the period November 21, 2018 through December 12, 2018 and take appropriate action. December 19, 2018 Expenditures: \$34,655.97.
- V. Ratify current payroll.
- VI. Consider and approve personnel changes, new hires, and terminations.
- VII. Consider and approve all future personnel reports be presented by Juvenile Office Manager.
- VIII. Receive update from Lake Granbury Youth Services.

ADJOURN

A handwritten signature in cursive script, appearing to read "Darrell Cockerham".

DARRELL COCKERHAM, COUNTY JUDGE

Notice of meeting/agenda posted at Hood County Courthouse, 100 E. Pearl St., Granbury, Texas, on December 14, 2018, by A.West.

### Notice

#### Policy of Non-Discrimination on the Basis of Disability

County of Hood does not discriminate on the basis of disability in the admission of access to, or treatment or employment in, its programs or activities. Personnel Director, Personnel Dept. 1410 W. Pearl St., Granbury, Texas 76048, phone 817-408-3450 has been designated to coordinate compliance with the non-discrimination requirements in Section 35.107 of the Department of Justice regulations. \*Information concerning the provisions of the Americans with Disabilities Act, and the rights provided there under, is available from the Personnel Director.

Hood County Juvenile Board Reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed, as authorized by the Texas Government Code, §551.071 (Consultation with Attorney), subsection 551.071(2) (Consultation with Attorney on legal matters that are not related to litigation), §551.072 (Deliberations about Real Property), §551.073 (Deliberations about Gifts and Donations), §551.074 (Personnel Matters), §551.076 (Deliberations about Security Devices), and §551.087 (Economic Development).

THE FOLLOWING MEMBERS WERE PRESENT:

RALPH H. WALTON, JR., DISTRICT JUDGE  
VINCENT MESSINA, COUNTY COURT AT LAW JUDGE  
DARRELL COCKERHAM, COUNTY JUDGE

REGARDING ITEM 1: JUDGE WALTON CALLED THE MEETING TO ORDER AT 8:00 A.M. ON THE AFORSAID DATE OF DECEMBER 19, 2018.

REGARDING ITEM 2: MOTION MADE BY JUDGE COCKERHAM TO APPROVE THE MINUTES OF THE NOVEMBER 27, 2018 MEETING. SECONDED BY JUDGE MESSINA. MOTION CARRIED. SEE ATTACHED.

REGARDING ITEM 3: NO ACTION REQUIRED.

REGARDING ITEM 4: MOTION MADE BY JUDGE COCKERHAM TO APPROVE PAYMENT OF THE BILLS FOR THE JUVENILE PROBATION DEPARTMENT. SECONDED BY JUDGE MESSINA. MOTION CARRIED. SEE ATTACHED.

REGARDING ITEM 5: MOTION MADE BY JUDGE MESSINA TO RATIFY PAYROLL FROM NOVEMBER 12, 2018 - NOVEMBER 25, 2018, LONGEVITY PAYROLL FOR THE 2018 - 2019 BUDGET YEAR AND PAYROLL FROM NOVEMBER 26, 2018 - DECEMBER 09, 2018. SECONDED BY JUDGE WALTON. MOTION CARRIED. SEE ATTACHED.


REGARDING ITEM 6: MOTION MADE BY JUDGE WALTON TO APPROVE THE PERSONNEL CHANGES, NEW HIRES AND TERMINATIONS. SECONDED BY JUDGE COCKERHAM. MOTION CARRIED. SEE ATTACHED.

REGARDING ITEM 7: MOTION MADE BY JUDGE WALTON TO DENY THE REQUEST FOR ALL FUTURE PERSONNEL REPORTS BE PRESENTED BY JUVENILE OFFICE MANAGER. SECONDED BY JUDGE COCKERHAM. MOTION CARRIED.

REGARDING ITEM 8: STEVE PARKER, PROGRAM DIRECTOR FOR LAKE GRANBURY YOUTH SERVICES GAVE A MONTHLY UPDATE.

ADJOURNED AT 8:11 A.M.

  
\_\_\_\_\_  
JUDGE RALPH H. WALTON, JR.

  
\_\_\_\_\_  
JUDGE VINCENT MESSINA

\_\_\_\_\_  
JUDGE DARRELL COCKERHAM

CERTIFICATION FOR THE PAYMENT OF BILLS

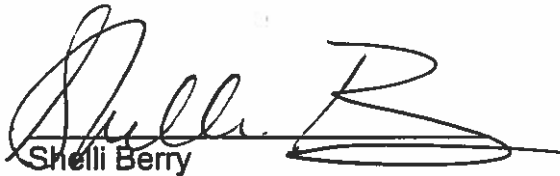
THE STATE OF TEXAS

COUNTY OF HOOD

To certify the authorization for payment of bills as presented and made a part of the minutes of Hood County Juvenile Board on this 19th day of December, 2018 with the following exceptions: None.

(list, if any)

CERTIFIED BY CHIEF ADMINISTRATIVE OFFICER

  
Shelli Berry



Hood County, TX

# Check Register

Packet: APPKT03040 - 12/19/18 JUV PROBATION

By Vendor Name

| Vendor Number                                   | Vendor Name                      | Payment Date | Payment Type | Discount Amount | Payment Amount | Number |
|---|----------------------------------|--------------|--------------|-----------------|----------------|--------|
| <b>Bank Code: GEN DISB-GENERAL DISBURSEMENT</b> |                                  |              |              |                 |                |        |
| 018324  | ATTENTI US, INC                  | 12/13/2018   | Regular      | 0.00            | 94.20          |        |
| 023528  | CENTRAL TEXAS JUVENILE CHIEFS A: | 12/13/2018   | Regular      | 0.00            | 125.00         |        |
| 007872  | DANIEL P. WEBB                   | 12/13/2018   | Regular      | 0.00            | 850.00         |        |
| 009022  | DUE FROM GEN FUND - INDIGENT C   | 12/13/2018   | Regular      | 0.00            | 4,100.00       |        |
| 009786  | GARY HIVELY                      | 12/13/2018   | Regular      | 0.00            | 467.50         |        |
| 005618  | GRAYSON COUNTY DEPARTMENT        | 12/13/2018   | Regular      | 0.00            | 5,164.00       |        |
| 009533  | JANET M. PAYNE                   | 12/13/2018   | Regular      | 0.00            | 400.00         |        |
| 009785  | LAW OFFICE OF PAMELA A. WALKER   | 12/13/2018   | Regular      | 0.00            | 2,450.00       |        |
| 000018  | MARK DEWITT                      | 12/13/2018   | Regular      | 0.00            | 200.00         |        |
| 006740  | MARK PILAND                      | 12/13/2018   | Regular      | 0.00            | 200.00         |        |
| 007521  | PEGASUS SCHOOLS INC              | 12/13/2018   | Regular      | 0.00            | 4,869.00       |        |
| 012617  | PSYCHOTHERAPY SERVICES & YOKEI   | 12/13/2018   | Regular      | 0.00            | 602.80         |        |
| 005838  | REDWOOD TOXICOLOGY LABORATC      | 12/13/2018   | Regular      | 0.00            | 161.93         |        |
| 010153  | RITE OF PASSAGE, INC.            | 12/13/2018   | Regular      | 0.00            | 8,320.00       |        |
| 008714  | VICTORIA REGIONAL JUVENILE DETE  | 12/13/2018   | Regular      | 0.00            | 5,930.70       |        |
| 000115  | WAL-MART COMMUNITY BRC           | 12/13/2018   | Regular      | 0.00            | 43.71          |        |
| 004593  | WOOD & ASSOCIATES POLYGRAPH :    | 12/13/2018   | Regular      | 0.00            | 400.00         |        |
| 009038  | XEROX CORPORATION                | 12/13/2018   | Regular      | 0.00            | 277.13         |        |

**Bank Code GEN DISB Summary**

| Payment Type   | Payable Count | Payment Count | Discount | Payment   |
|----------------|---------------|---------------|----------|-----------|
| Regular Checks | 22            | 18            | 0.00     | 34,655.97 |
| Manual Checks  | 0             | 0             | 0.00     | 0.00      |
| Voided Checks  | 0             | 0             | 0.00     | 0.00      |
| Bank Drafts    | 0             | 0             | 0.00     | 0.00      |
| EFT's          | 0             | 0             | 0.00     | 0.00      |
|                | 22            | 18            | 0.00     | 34,655.97 |

**HOOD COUNTY JUVENILE BOARD  
JUVENILE PROBATION PAYROLL**

Payroll from November 12, 2018 through November 25, 2018

Paid on November 30, 2018

|                                |           |                 |
|--------------------------------|-----------|-----------------|
| <b>Total Payroll - Fund 56</b> | <b>\$</b> | <u>9,533.44</u> |
| <b>Total Employees Paid</b>    |           | <b>5</b>        |

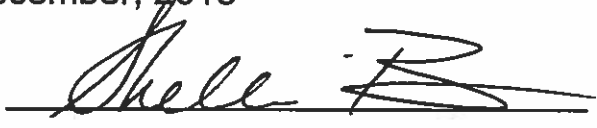
Motion Made by Board Member 

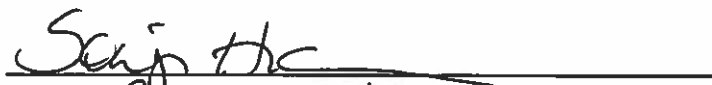
To ratify Payroll as presented.

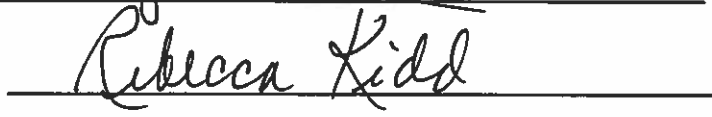
Seconded by Board Member 

All voted AYE, motion carried.

Approved this 19th day of December, 2018

Juvenile Probation Director 

Treasurer 

Auditor 

**HOOD COUNTY JUVENILE PROBATION  
LONGEVITY PAYROLL  
2018-2019 budget year**

In accordance with our policy on Longevity Pay  
the following was paid on December 4, 2018

Longevity pay is awarded at \$5.00 per month, per year of continuous service.  
Employees' anniversary dates are calculated on the number of years the employee  
has served as of December 1st of each year.  
(Taxes & Retirement are included in the totals.)

Juvenile Probation - Fund 056 2,439.57

**Total Payroll \$ 2,439.57**

**EMPLOYEES PAID**

**3**

Motion Made by Board Member 

To ratify Payroll as presented.

Seconded by Board Member 

All voted AYE, motion carried.

Approved this 19th day of December, 2018

Juvenile Probation Director 

Treasurer 

Auditor 

**HOOD COUNTY JUVENILE BOARD  
JUVENILE PROBATION PAYROLL**

Payroll from November 26, 2018 through December 09, 2018

Paid on December 14, 2018

|                                |           |                  |
|--------------------------------|-----------|------------------|
| <b>Total Payroll - Fund 56</b> | <b>\$</b> | <b>12,455.31</b> |
| <b>Total Employees Paid</b>    |           | <b>5</b>         |

Motion Made by Board Member



To ratify Payroll as presented.

Seconded by Board Member



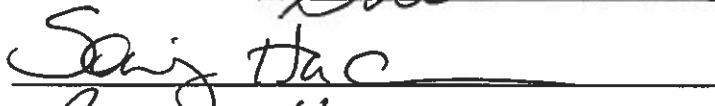
All voted AYE, motion carried.

Approved this 19th day of December, 2018

Juvenile Probation Director



Treasurer



Auditor





## HOOD COUNTY PERSONNEL AND RISK MANAGEMENT

THE ATTACHED PERSONNEL CHANGES HAVE BEEN APPROVED BY THE JUVENILE BOARD ON  
DECEMBER 19, 2018.

*Richard Aguir*  
\_\_\_\_\_

PERSONNEL DIRECTOR

*Rebecca Kidd*  
\_\_\_\_\_

AUDITOR

*Shirley Cochran*  
\_\_\_\_\_

COUNTY JUDGE

*Patricia J. ...*  
\_\_\_\_\_

DISTRICT JUDGE

*Shelby R.*  
\_\_\_\_\_

JUVENILE PROBATION DIRECTOR

*[Signature]*  
\_\_\_\_\_

COUNTY COURT AT LAW JUDGE



Juvenile Board  
Changes For  
December 19, 2018

| Salary Changes   | Effective Date | From               | To                 | Increase          | Annual Salary | Next Review Date | Employee # |
|--|----------------|--------------------|--------------------|-------------------|---------------|------------------|------------|
|  |                |                    |                    |                   |               |                  |            |
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|  |                |                    |                    |                   |               |                  |            |
| <b>Terminations</b>                                    |                |                    |                    |                   |               |                  |            |
| None   |                |                    |                    |                   |               |                  |            |
|  |                |                    |                    |                   |               |                  |            |
|  |                |                    |                    |                   |               |                  |            |
| <b>New Hires</b>                                       |                |                    |                    |                   |               |                  |            |
| None   |                |                    |                    |                   |               |                  |            |
|  |                |                    |                    |                   |               |                  |            |
|  |                |                    |                    |                   |               |                  |            |
| <b>Comp Time in Excess of 50 hours as of 12/9/2018</b> |                |                    |                    |                   |               |                  |            |
| None   |                |                    |                    |                   |               |                  |            |
|  |                |                    |                    |                   |               |                  |            |
|  |                |                    |                    |                   |               |                  |            |
| <b>Comp Time Liability as of 12/9/2018</b>             |                | <b>From</b>        | <b>To</b>          |                   |               |                  |            |
| Juvenile Probation Fund 056                            |                | 2.39               | 0.00               |                   |               |                  |            |
|  |                |                    |                    |                   |               |                  |            |
|  |                |                    |                    |                   |               |                  |            |
|  |                |                    |                    |                   |               |                  |            |
| <b>Total Liability</b>                                 |                | <b>From</b>        | <b>To</b>          | <b>Difference</b> |               |                  |            |
| <b>Fund</b>  |                | <b># Employees</b> | <b># Employees</b> |                   |               |                  |            |
| Juvenile Probation Department                          |                | 5                  | 5                  | 0                 |               |                  |            |
|  |                |                    |                    |                   |               |                  |            |
| <b>Additional Information</b>                          |                |                    |                    |                   |               |                  |            |
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