



Dale County Commission

Commission Meeting Minutes – September 13, 2022

The Dale County Commission convened in a regular session Tuesday, September 13, 2022. The following members were present: Chairman Steve McKinnon; District One Commissioner Chris Carroll; District Two Commissioner Donald O. Grantham; District Three Commissioner Charles W. Gary; and District Four Commissioner Frankie Wilson.

Chairman McKinnon called the meeting to order at 10:00am. Commissioner Gary opened with the Pledge of Allegiance. Commissioner Wilson followed with prayer.

APPROVED – AGENDA

Commissioner Carroll made a motion to approve the agenda with the following addition:

- Additional personnel items.
- Alabama Dept of Youth Services Long Term Detention Subsidy Contract and Alabama Dept of Youth Services Agency Grant Agreement.

Commissioner Gary seconded the motion, all voted aye. Motion carried.

APPROVED – MEMORANDUM OF WARRANTS

Commissioner Grantham made a motion to approve the following Memorandum of Warrants:

- Accounts Payable Check Numbers 94143 – 94260.
- Payroll Check Numbers: 154836 – 154846.
- Direct Deposit Check Numbers: 422071 - 422345.

Commissioner Carroll seconded the motion, all voted aye. Motion carried.

APPROVED – MINUTES

Commissioner Gary made a motion to approve the Minutes of the Commission Meeting of August 30, 2022 and a Special Called Meeting of August 18, 2022.

Commissioner Wilson seconded the motion, all voted aye. Motion carried.

APPROVED - PERSONNEL – NEW HIRES

Commissioner Wilson made a motion to approve the following:

- Brittany Hudson – New Hire – Mapper 3 – Reappraisal Office
- Katlyn Miller – New Hire – Assessment/Collection Clerk - Revenue

Commissioner Carroll seconded the motion, all voted aye. Motion carried.

APPROVED – BOARD APPOINTMENT – SEARP&DC

Commissioner Carroll made a motion to approve a board appointment for Southeast Alabama Regional Planning and Development Commission: Derek Dickens.

Commissioner Grantham seconded the motion, all voted aye. Motion carried.

APPROVED - TRAVEL REQUEST

Commissioner Wilson made a motion to approve the following:

- Kristina Terry – Jail – Corrections Officers Jail Training – September 28th -29th, 2022 – Prattville, AL. – Total \$411.95.
- Willie Worsham – EMA – Dec 5-8, 2022 – Meetings/training – Prattville, AL. – Total \$909.95

Commissioner Carroll seconded the motion, all voted aye. Motion carried.

APPROVED - PERSONNEL – CLASSIFICATION AND PAY PLAN

Commissioner Carroll made a motion to approve to post for a 10-day review, an updated Classification and Pay Plan to be effective 09/21/22. See Exhibit 1.

Commissioner Grantham seconded the motion, all voted aye. Motion carried.

APPROVED - ALABAMA DEPT OF YOUTH SERVICES

Commissioner Carroll made a motion to approve Alabama Dept of Youth Services Long Term Detention Subsidy Contract and Alabama Dept of Youth Services Agency Grant Agreement. See Exhibit 2.

Commissioner Grantham seconded the motion, all voted aye. Motion carried.

ANNOUNCEMENT – NEXT REGULAR MEETING

Chairman McKinnon announced that the next regular meeting of the Dale County Commission will be Tuesday, September 27, 2022 at 10:00am.

ADJOURNMENT: CONFIRMATORY STATEMENT

Commission Gary made a motion to adjourn the meeting. Commissioner Grantham seconded the motion. All voted aye. Motion carried.

It is hereby ordered the foregoing documents, resolutions, etc., be duly confirmed and entered into the minutes of the Dale County Commission as its official actions.



Steve McKinnon, Chairman

DALE COUNTY COMMISSION

Classification and Pay Plan

September 21, 2022

COMMISSION						
Accounting & Finance Clerk	Commission	VII (7)	\$ 12.85	\$	18.37	
Accounts Payable Processor	Commission	X (10)	\$ 14.87	\$	21.26	
Commission Clerk	Commission	X (10)	\$ 14.87	\$	21.26	
Information Technology (IT) Tech	Commission	X (10)	\$ 14.87	\$	21.26	
Personnel Clerk	Commission	X (10)	\$ 14.87	\$	21.26	
Human Resources Director	Commission	XI (11)	\$ 15.62	\$	22.32	
Information Technology (IT) Tech -Risk Mgmt	Commission	XI (11)	\$ 15.62	\$	22.32	
County Administrator	Commission	Salaried				
EMA						
EMA Director	EMA	SALARIED POSITION				
MAINTENANCE						
Custodian	Maintenance	III (3)	\$ 10.57	\$	15.11	
Maintenance Tech	Maintenance	VIII (8)	\$ 13.49	\$	19.28	
Asst Maintenance Supervisor	Maintenance	X (10)	\$ 14.87	\$	21.26	
Maintenance Supervisor	Maintenance	Salaried				
PROBATE						
Probate Clerk	Probate	VI (6)	\$ 12.24	\$	17.49	
Judicial Asst/Probate Clerk	Probate	VIII (8)	\$ 13.49	\$	19.28	
Recording Clerk	Probate	VIII (8)	\$ 13.49	\$	19.28	
Chief Probate Clerk	Probate	Salaried				

MAPPING & REAPPRAISAL

Appraisal Clerk	Reappraisal	VI (6)	\$	12.24	\$	17.49
County Mapper I	Reappraisal	VII (7)	\$	12.85	\$	18.37
County Appraiser I	Reappraisal	VIII (8)	\$	13.49	\$	19.28
Real Property Appraiser Trainee	Reappraisal	VIII (8)	\$	13.49	\$	19.28
County Appraiser II	Reappraisal	IX (9)	\$	14.16	\$	20.25
County Mapper II	Reappraisal	IX (9)	\$	14.16	\$	20.25
Real Property Appraiser I	Reappraisal	X (10)	\$	14.87	\$	21.26
County Appraiser III	Reappraisal	XI (11)	\$	15.62	\$	22.32
Real Property Appraiser II	Reappraisal	XI (11)	\$	15.62	\$	22.32
County Mapper III	Reappraisal	XII (12)	\$	16.40	\$	23.44
Real Property Appraiser III	Reappraisal	XII (12)	\$	16.40	\$	23.44
Mapping & Appraisal Administrator	Reappraisal	Salaried				

REVENUE

Assessment/Collection Clerk	Revenue	VI (6)	\$	12.24	\$	17.49
Revenue Tag/Title Clerk	Revenue	VI (6)	\$	12.24	\$	17.49
Chief Clerk (Tax Collector)	Revenue	VII (7)	\$	12.85	\$	18.37
Tag/Title Assistant Supervisor	Revenue	VII (7)	\$	12.85	\$	18.37
Assessing & Collection Supv	Revenue	VIII (8)	\$	13.49	\$	19.28
Tag/Title Supv	Revenue	VIII (8)	\$	13.49	\$	19.28
Deputy Revenue Commissioner	Revenue	Salaried				

ROAD & BRIDGE

Laborer	Road & Bridge	IV (4)	\$	11.10	\$	15.87
Equipment Operator I	Road & Bridge	V (5)	\$	11.65	\$	16.66
Road Maintenance Technician I	Road & Bridge	V (5)	\$	11.65	\$	16.66
Engineering Assistant I	Road & Bridge	VI (6)	\$	12.24	\$	17.49
Equipment Operator II	Road & Bridge	VI (6)	\$	12.24	\$	17.49
Equipment Service Tech	Road & Bridge	VI (6)	\$	12.24	\$	17.49
Road Maintenance Technician II	Road & Bridge	VI (6)	\$	12.24	\$	17.49
Engineer Clerk	Road & Bridge	VII (7)	\$	12.85	\$	18.37
Engineering Assistant II	Road & Bridge	VII (7)	\$	12.85	\$	18.37
Equipment Operator III	Road & Bridge	VII (7)	\$	12.85	\$	18.37
Mechanic	Road & Bridge	VII (7)	\$	12.85	\$	18.37
Engineering Assistant III	Road & Bridge	VIII (8)	\$	13.49	\$	19.28
Road & Bridge Foreman	Road & Bridge	VIII (8)	\$	13.49	\$	19.28
Heavy Equipment Mechanic	Road & Bridge	IX (9)	\$	14.16	\$	20.25
Asst Road & Bridge Supervisor	Road & Bridge	X (10)	\$	14.87	\$	21.26
Shop Foreman	Road & Bridge	X (10)	\$	14.87	\$	21.26
Road & Bridge Supv	Road & Bridge	XI (11)	\$	15.62	\$	22.32
Assistant County Engineer	Road & Bridge	Salaried				
County Engineer	Road & Bridge	Salaried				

SHERIFF & JAIL

Jailer	Jail	VI (6)	\$	12.24	\$	17.49
Sheriff Clerk	Sheriff Office	VI (6)	\$	12.24	\$	17.49
Certified Correction Officer (ACCA certified)	Jail	VII (7)	\$	12.85	\$	18.37
Jail Records Clerk	Jail	VII (7)	\$	12.85	\$	18.37
Correctional Transport Officer	Sheriff Office	VIII (8)	\$	13.49	\$	19.28
Deputy in Training	Sheriff Office	VIII (8)	\$	13.49	\$	19.28
Jail Supervisor	Jail	IX (9)	\$	14.16	\$	20.25
Chief Clerk (Sheriff)	Sheriff Office	XI (11)	\$	15.62	\$	22.32
Jail Sergeant	Jail	XI (11)	\$	15.62	\$	22.32
Correctional Transport Officer (APOSTC certified)	Sheriff Office	VIII (8)	\$	17.13	\$	24.49
Jail Sergeant (APOSTC certified)	Jail	S-11	\$	18.00	\$	25.73
Deputy Sheriff (APOSTC certified)	Sheriff Office	S-11	\$	18.00	\$	25.73
Sergeant - Sheriff (APOSTC certified)	Sheriff Office	S-11a	\$	18.58	\$	26.56
Chief Jailer (APOSTC certified)	Jail	S-12	\$	18.93	\$	27.06
Investigator (APOSTC certified)	Sheriff Office	S-12	\$	18.93	\$	27.06
Lieutenant - Sheriff (APOSTC certified)	Sheriff Office	S-12	\$	18.93	\$	27.06
Investigator/Crime Scene Technician (APOSTC certified)	Sheriff Office	S-12	\$	18.93	\$	27.06
Chief Investigator (APOSTC certified)	Sheriff Office	S-13	\$	19.88	\$	28.42
Captain - Sheriff (APOSTC certified)	Sheriff Office	S-14	\$	20.87	\$	29.83
Jail Administrator (APOSTC certified)	Jail	Salaried				
Chief Deputy Sheriff (APOSTC certified)	Sheriff Office	Salaried				

SOLID WASTE

Solid Waste Clerk	Solid Waste	VII (7)	\$	12.85	\$	18.37
Compliance Officer	Solid Waste	X (10)	\$	14.87	\$	21.26

ALABAMA DEPARTMENT OF YOUTH SERVICES
 AGENCY GRANT AGREEMENT
 Fiscal Year 2022 – 2023

The Alabama Department of Youth Services hereby awards to

Dale County Commission
 (Fiscal Agent, hereinafter called Recipient)

the amount of **One hundred sixty-two thousand two hundred forty and no/100 dollars (\$162,240.00)**.

These funds shall be used for non-residential diversion services for **Dale County** youth who would otherwise be committed to the Alabama Department of Youth Services (DYS). Based on youth needs, the **Dale County Juvenile Court (DCJC)** will develop or collaborate in the development of a diversion program, which may include the identification and selection of community providers. As a result of the interventions funded by these monies and based on the estimates provided in the grant application, the program will provide diversion services to **40** youth annually with an ongoing capacity of **20** youth at any given time. Thereby aiding in a reduction of county commitments to DYS (including CLIMB, formerly known as HIT), barring a significant increase in serious juvenile crime (i.e. violent felonies, felony sex offenses). To assist juvenile courts in the provision of services for children in need of supervision (CHINS), **DYS** will permit the program to provide diversion services to no more than **10%** of youth with CHINS offenses.

These funds shall be utilized for the following purpose/activities:

The SAYS CHOICES Program is an intensive individual and family community/home-based treatment program for medium to high-risk youth. Services include individual and family counseling in their natural environment with a focus on a multi-disciplinary approach, implementing multi-systemic therapy, family systems interventions, cognitive behavioral therapy, group counseling (includes anger management, substance abuse, interpersonal skills, accountability), case management, Why Try/Parent Project and aftercare services.

The program that receives funding from this grant will:

- Serve youth who would have historically been committed to the Alabama Department of Youth Services (CLIMB or regular **DYS**) in the absence of the funded program. Specifically, this includes youth with the following characteristics:
 - Males / Females between the ages of 12 – 18
 - Delinquent youth with a medium to high risk of re-arrest, as determined by the risk assessment instrument available on the **DYS** website
- Be developed by or in collaboration with the **Dale County Juvenile Court (DCJC)**.
- Conduct regular self-evaluations of program effectiveness, including evaluations that track outcomes for children served by the program (GIMS outcome measures).
- Maintain data on program participants as required in the **DYS** Grantee Information Management System database (GIMS) on a monthly basis.
- Produce an annual report for the October - September fiscal year by utilizing the form available on the **DYS** website. Each such completed annual report shall be made available to the Alabama Department of Youth Services by November 30. Decisions about renewing grants may be made based on the courts' ability to show through these reports that the funds have been effective in diverting youth from commitment to **DYS** or **CLIMB**.

To ensure fiscally responsible management of state funds, quarterly evaluative criteria are integral to the diversion grant funding process. These criteria include, at a minimum, program adherence to youth capacity, annual numbers, average length of stay, and successful completion rates. At any given time within a quarter, program population numbers will be reviewed. If at the time of review the total number of youths reported in the

GIMS is below 50% of the maximum capacity, an initial warning will be provided. If a subsequent review during the following quarter indicates that the program population remains below 50% maximum capacity, the program may receive a 25% reduction in funding for the following quarter(s). Program and/or designated court representatives will be given an opportunity to explain the low population numbers. However, final reduction determinations will be made by DYS administration.

Both the DCJC and DYS acknowledge that this Award may be terminated at will by the DCJC or DYS for any reason. Any funds remaining from the award shall be returned to DYS upon the termination of said award.

The grant award contained herein is payable in installments, subject to the availability of funds and adjustments by the Alabama Department of Youth Services, as it deems necessary or advisable. All parties agree that prior year funds may be available to fund this program and have and/or will be applied to the total grant award. Any unexpended grant fund amounts shall be reported to DYS no later than November 1st. Nothing contained herein shall be deemed to be a debt of the State of Alabama in the contravention of the laws and constitution of the State of Alabama.

By signing this agreement, the contracting parties, including sub-contractors, agree that representatives of the Department of Youth Services will conduct site visits (both announced and unannounced), and that all records pertaining to the program, including financial records will be made available for review. At a minimum, these records would include: court referrals, JPO reports, service plans, progress notes and termination summaries.

Under a separate agreement between Recipient and DYS, Southeast Alabama Youth Services, Inc. is authorized under certain circumstances to receive reimbursement under Medicaid's Rehabilitation Option (the "Medicaid Rehabilitation Services Agreement"). In connection therewith the State is required to contribute from non-federal funds a portion of medical assistance expenditures (the "State Match"). The grant/subsidy award contained herein may be applied by DYS to the State Match for reimbursement to the Recipient under the Medicaid Rehabilitation Services Agreement.

The Recipient or its designee shall administer the services for which this grant is awarded, in accordance with the grant application, and applicable rules, regulations and conditions as set forth by the Department. This agreement is for a one-year period and may be extended for an additional year. Nothing contained herein shall be deemed to be a debt of the State of Alabama in the contravention of the laws and constitution of the State of Alabama.

By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

ALABAMA DEPARTMENT OF YOUTH SERVICES

BY: _____

Steven P. Lafreniere
Executive Director

BY: _____

Legal Review
Approved as to form only.

ACCEPTANCE OF AWARD

Recipient hereby signifies its acceptance of the grant award and the terms and conditions set forth, this the _____ day of _____, 2022.

BY: _____

Diversion Program (Director/Agent)

BY:  _____

Dale County Commission (Fiscal Agent)

ALABAMA DEPARTMENT OF YOUTH SERVICES
LONG TERM DETENTION SUBSIDY CONTRACT

THIS CONTRACT is made and entered into by and between Dale County (hereinafter called "County") and the Alabama Department of Youth Services (hereinafter called "DYS")

WITNESSETH

For and in consideration of the mutual covenants herein contained, and other good and valuable considerations, the parties hereto do hereby agree as follows:

- 1. The purpose of this agreement is to plan for detention bed use for the juvenile court of Perry County for the period October 1, 2022 through September 30, 2023. *WSC* *DALE*
- 2. DYS shall pay for the benefit of County, a sum determined by the Youth Services' Board, said payments made as herein specified, for the purposes herein set out.
- 3. These said payments may be made for the benefit of County regardless of other payments made to or for the benefit of County.
- 4. Said payments shall be made for the benefit of County to the juvenile detention center of its choice.
- 5. County shall contract with the detention center of its choice for detention (and other) services, which contract shall be subject to review and approval of DYS.
- 6. County shall not reduce its level of support for the juvenile court or juvenile services and facilities presently supported by County on account of the credit for payments made hereunder.

IN WITNESS WHEREOF, County and DYS has caused this agreement to be executed for each and in the name of each by the persons indicated below, in duplicate, either copy of which may be considered an original.

Indicate Detention Center chosen by County to receive funds below:

SOUTHERN ALABAMA YOUTH SERVICES
HOUSTON COUNTY DIVERSION CENTER

Steve McKim
Chairman, County Commission

9/12/22
WSC
Presiding Juvenile Court Judge

ALABAMA DEPARTMENT OF YOUTH SERVICES

Steven P. Lafreniere
Executive Director

Legal Counsel (Approved as to form only)
Department of Youth Services