

DESOTO COUNTY BOARD OF SUPERVISORS

BOARD MEETING MINUTES

DISTRICT THREE BILL RUSSELL, PRESIDENT, PRESIDING

August 31, 2015

A. CALL TO ORDER

The August 31, 2015 meeting of the DeSoto County Board of Supervisors was called to order by Supervisor Bill Russell, Board President.

Sheriff Bill Rasco of the DeSoto County Sheriff’s Department was present and opened the DeSoto County Board of Supervisors meeting in a regular session to hear all business before the Board of Supervisors. The following officials were present:

Supervisor Jessie Medlin	District 1
Supervisor Mark Gardner	District 2
Supervisor Bill Russell	District 3
Supervisor Lee Caldwell	District 4
Supervisor Michael Lee	District 5
Sheriff Bill Rasco	Sheriff
W. E. “Sluggo” Davis	Chancery Clerk
Vanessa Lynchard	County Administrator
Board Attorney	Tony Nowak

B. INVOCATION

Sheriff Bill Rasco presented the invocation.

C. PLEDGE OF ALLEGIANCE

D. CITIZEN REMARKS & PRESENTATIONS

Supervisor Bill Russell asked if there was anyone present in the audience who wished to address the Board regarding an item. No one was present.

E. APPROVAL OF AGENDA: ADDITIONS & DELETIONS

Supervisor Bill Russell asked if there was anyone who wished to add or delete items to the Agenda.

1. Sheriff Bill Rasco requested the Board to approve Chief Financial Officer Andrea Freeze to write a check for the months of July and August in arrears to the pistol range used by the Sheriff’s Department.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to approve the check to be written to the lessor of the pistol range used by the Sheriff’s Department for July and August in arrears.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

Accounting Office Manager Stephanie Hanks said the August check was ready to be approved at the September 8th Board meeting and she was not aware that we owed for July. She will check on that and send a check for both months if needed.

2. Supervisor Lee Caldwell requested the Board to hear updated information regarding the Nesbit Fire District.

3. County Administrator Vanessa Lynchard requested the Board to hear updated information regarding NFusion.

4. County Administrator Vanessa Lynchard requested to add a budget amendment from the Sheriff's Department.

Supervisor Lee Caldwell made the motion and Supervisor Jessie Medlin seconded the motion to approve the Agenda with the additions as set forth above.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

F. NEW BUSINESS

1. EMS Billing – Contract with ESO Solutions (Jefbar)

Shirley Beshears Kite stated that EMS previously had a contract with Jefbar and ESO Solutions has bought out Jefbar. In trying to update EMS software for medical billing, it was brought to light that EMS did not have a contract with ESO. When ESO tried to update the billing software on Friday, Aug. 28th they realized the current software was very out of date. Mrs. Kite stated that, as of October 1, 2015, ICD 9 codes will be obsolete, and they must use ICD 10 codes in EMS billing. Board Attorney Tony Nowak made changes to the contract to items that he noted were not allowed under MS law. We need to ask ESO if they will make the changes. IT Director John Mitchell stated that IT hosts ESO on one of the county servers. IT will work with them on getting the updates which will cost \$2,000 per year for updates, software, and maintenance. Supervisor Jessie Medlin asked which budget this would come from. County Administrator Vanessa Lynchard said it would come from EMS and there is money in the budget.

Supervisor Mark Gardner made the motion and Supervisor Lee Caldwell seconded the motion to adopt the contract with ESO to support software, upgrades, and maintenance for EMS ICD10 billing codes; and authorize the Board President to sign the contract with a request to the vendor to approve the changes made by the Board Attorney.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit F.1.

2. NFusion

County Administrator Vanessa Lynchard informed the Board that she had met with the Region IV department heads to discuss the mechanics of funding NFusion. This program is all new, so no one is exactly sure how to handle the legal aspects of purchasing, office space, and staffing. NFusion will have to have a contract with a doctor to oversee operations. The need right now is a contract with

Region IV as a sub-grantee, and this needs to be done as soon as possible. The County will specify that the grant, which will be applied for October 1, must pay for all costs. Mrs. Lynchard requested the Board authorize the hiring of Smith, Phillips, Mitchell, Scott & Nowak firm to work on the agreement with Region IV. She also noted that NFusion will need space to lease that is centrally located with 2500-4000 square feet to house 10 to 12 offices.

Supervisor Jessie Medlin made the motion and Supervisor Lee Caldwell seconded the motion to authorize the hiring of Smith, Phillips, Mitchell, Scott & Nowak firm to work on the necessary agreements with Region IV for the program, contingent on the grant paying the County back for all fees incurred.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

County Administrator Vanessa Lynchard stated that NFusion is anxious to start and get their job opening filled. They will need a person to be liaison between Region IV and the County. This person will make sure Region IV follows the program guidelines, handle grant reporting information, and be a point of contact for Grant Administrator Melissa Zizmann. They would like approval to post the job immediately with the understanding that the position will not begin until grant money comes available.

Supervisor Lee Caldwell made the motion and Supervisor Michael Lee seconded the motion to authorize the immediate posting of the new job opening with the County, to serve as a liaison for the NFusion program for the position described with the understanding that said job will not begin until grant monies become available.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

Supervisor Jessie Medlin asked if the grant could not be applied for until October, when would the money be here. Mrs. Lynchard stated that Mrs. Zizmann is checking to see if she can go on and send in the paperwork so that the money will be available on October 1. The urgency is because once the grant money becomes available, NFusion has 6 months to begin serving patients. Supervisor Mark Gardner asked if the new employee would be paid from the grant. Mrs. Lynchard stated the grant will pay for everything. The new employee will be on county insurance.

3. Nesbit Fire Department – Fire District

Supervisor Lee Caldwell informed the Board that after they voted on approving the Nesbit Fire District, and sent the paperwork to the State Fire Marshall; it was discovered that part of the area was officially in the Walls Fire area. Walls and Nesbit had a verbal agreement that Nesbit would cover that area, but it was not part of the agreement for Nesbit to take over that area. Board Attorney Tony Nowak recommended that Walls give Nesbit that area, and they met with the commissioners and voted to do that. Mr. Nowak needs to prepare the resolutions and get together with CFO Andrea Freeze to make sure the taxes are allocated properly. Supervisor Caldwell stated this will take effect in January 2016. Supervisor Mark Gardner noted that E911 needs to be sure to get the updated information regarding the two areas.

Supervisor Lee Caldwell made the motion and Supervisor Mark Gardner seconded the motion to approve the ceding of Walls Fire Department territory to the Nesbit Fire District, send the approval to the Fire Marshall, make the approval a part of the Board minutes, and authorize the hiring of Smith,

Phillips, Mitchell, Scott & Nowak to complete the necessary legal work.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit F.3.

4. Vehicle purchase for Sheriff’s Department

Sheriff Bill Rasco presented a budget amendment to the Board for approval. He reported to the Board that the Crown Victoria that was used to transport prescriptions for prisoners dropped a cylinder and it was not economical to repair it. The department has found a Dodge pickup that will suit the purpose and he requested moving monies from line 222-696 to 202-915 for this purpose.

Supervisor Mark Gardner made the motion and Supervisor Jessie Medlin seconded the motion to approve the budget amendment as presented by the Sheriff for the purpose of purchasing a Dodge pickup to replace the disabled Crown Victoria.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>YES</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

See Exhibit F.4.

5. Budget Discussions FY16

County Administrator Vanessa Lynchard went over some proposed budget changes with the Board of Supervisors.

- Page 99. Interfund Transactions. There was \$100,000.00 extra in there that we took out.
- Page 100. Miscellaneous Refunds. This fund is to pay back people who get refunds back from renting county buildings. This was reduced from non-use.
- Page 101. Summary of General Fund.
- Page 102. One Mill Mandatory. Cash in bank is different this year. This is a reserve account.
- Page 103. NRCS Project to finish building. This fund is to have money available for unforeseen projects. We added \$50,000.00 that requires a purchase order to have prior approval. It will be named Facilities Projects. This will just be for board approved projects.
- Page 104. One million taken out from past Facilities projects
- Page 105. Ending cash balance will go up at the end of the year
- Page 106. Propose 1.5 million in transfers from government funds
- Page 108. Circuit Court Reporters. Judge Couch gave his opinion that is at the Board’s discretion. If an Attorney General opinion comes back, we must follow it. Supervisor Michael Lee asked how many court reporters we have. Mrs. Lynchard stated 2 county, 6 circuit, and 3 chancery. Money has built up in the fund and we are cutting back. The state has billed counties evenly in the district so we have a build-up of money in this fund. We are implementing a new invoice system that will bill all counties for real amounts so this build up will not continue to happen, but we have to have some money in there to start with to write checks off of.
- Page 109. The addition on line 533 is for 2 copiers at \$1200.00 each. The county pays according to court weeks, which is usually 45-50%. The judges will be setting their calendars based on availability of courtrooms. The cost of Circuit district is divided among the counties. On line 161, we will begin to reconcile this account each year. We are the host county. Costs are determined by the courts relational to court dates. We are budgeting slightly higher to be sure there is enough in there.

Page 111. We are taking this down to \$75,000.00 because it is too much. Same situation as before, and we are fixing it so every county will be made whole. We are lowering the fund to make it more true and accurate.

Page 114. Adult Drug Court. None of this is county money.

Page 117. The court reporter raise situation will change all these percentages. Line 365 will show a budget change when the court order comes in ordering court dates.

Page 120. This had a build-up, so we are lowering it.

Page 123. We went over this at the same time as page 64.

Page 126. Sheriff's Canteen Fund. Sheriff Rasco explained that this money comes from prisoners and has to be used on prisoners. Uniforms, mattresses, anything the jail buys that benefits prisoners come from this fund. Supervisor Bill Russell asked if the canteen was stocked from this money. Sheriff Rasco affirmed.

Page 129. Sheriff Equitable Sharing Fund. Sheriff Rasco explained that this money comes from other entities, mainly narcotics. If DeSoto County is the lead group in a narcotics investigation, we get 80% of the proceeds from the drug money. The other 20% goes to the other entity we work with. If no other entity, the money goes to the state.

Page 130. No expenses out of that money this year.

Page 132. EMA Grants

Page 133. Salaries. This pays a Portion of Chris Olsen's salary. Part of this is going away this year, but that many change. Waiting to get more information on that.

Page 134-138 are all going away

Page 139 will replace the salary grant from page 137.

Page 141. E911 fund. The money comes in and goes back out.

Page 143. Recreation District Fund. Mrs. Lynchard expressed concern about this fund. Right now Environmental Services spends a good bit of time cleaning the parks. She feels the Parks Program needs to fund someone to do this job as it is not the responsibility of Env. Services. It started out being a pilot program to see how much time it was going to take and has continued. Supervisor Bill Russell stated that the Board has said from the start that Park & Recreation District needs to stand on their own within their own Budget. He stated that if the Road Department cuts the grass and Environmental Services does the cleaning of parks, then their departments need to be reimbursed by Park & Recreation District. Mrs. Lynchard suggested that a part time person could come from line 387.

Page 145. Supervisor Medlin asked where the Trail Overlook was. Supervisor Russell stated it was proposed for River Park, but has not been built.

Page 146. We got a grant for Fairview Ball Park

Page 147. DeSoto Council allocation was cut 5% to \$135,375.00

Page 148. Money that gets transferred back into Road Department. The Board's intention was not to build up a fund in Parks but move it back into Road. Supervisor Russell asked Road Manager Andy Swims to keep up with the amount of employee's time, equipment charges, and materials used to reimburse Road Dept.

Supervisor Mark Gardner made the motion and Supervisor Michael Lee seconded the motion to recess the Board meeting until September 1, 2015 at 5:30 p.m.

The motion passed by a vote as follows:

Supervisor Jessie Medlin, First District	<u>YES</u>
Supervisor Mark Gardner, Second District	<u>YES</u>
Supervisor Bill Russell, Third District	<u>YES</u>
Supervisor Lee Caldwell, Fourth District	<u>ABSENT</u>
Supervisor Michael Lee, Fifth District	<u>YES</u>

This the 31st day of August, 2015, these minutes have been read and approved by the DeSoto County Board of Supervisors.

Bill Russell, President
DeSoto County Board of Supervisors