

AGENDA FOR THE QUORUM COURT COMMITTEE
MEETING

Tuesday, October 12, 2021
JEFFERSON COUNTY COURTHOUSE
101 W. BARRAQUE ST
PINE BLUFF, ARKANSAS
TIME 5:30 P.M.

I. ROLL CALL

II. REPORTS OF THE COMMITTEES

Public Safety – Justice Conley Byrd

1. AN APPROPRIATION ORDINANCE TO TRANSFER FUNDS WITHIN FUND 1805 SALES TAX AND PUBLIC SAFETY.
2. AN APPROPRIATION ORDINANCE TO APPROPRIATE FUNDS WITHIN FUND 3401 JUVENILE JUSTICE EDUCATION.
3. AN APPROPRIATION ORDINANCE TO TRANSFER FUNDS WITHIN FUND 1000 COUNTY GENERAL – SHERIFF'S OFFICE.
4. AN APPROPRIATION ORDINANCE TO APPROPRIATE FUNDS TO FUND 1805 SALES TAX AND PUBLIC SAFETY AND TO FUND 1000 COUNTY GENERAL – SHERIFF'S OFFICE.
5. PROGRAM AN APPROPRIATION ORDINANCE TO TRANSFER FUNDS WITHIN FUND 3513 OPIOID CATEGORY 2 AND TO TRANSFER FUNDS FROM FUND 1000 COUNTY GENERAL TO FUND 3513 OPIOID PROGRAM CATEGORY 2.

Human Resource – Justice Cedric Jackson

1. VOTE ON VOCA GRANT POSITION TO BE FILLED
2. AN ORDINANCE REQUIRING PERIODIC REPORTS FROM THE VARIOUS BOARDS AND COMMISSIONS OF THE COUNTY FOR REVIEW BY THE COUNTY JUDGE AND RELATED PURPOSES.

Budget and Finance – Jimmy Fisher

1. AN APPROPRIATION ORDINANCE TO TRANSFER FUNDS WITHIN FUND 1805 SALES TAX AND PUBLIC SAFETY.
2. AN APPROPRIATION ORDINANCE TO APPROPRIATE FUNDS WITHIN FUND 3401 JUVENILE JUSTICE EDUCATION.
3. AN APPROPRIATION ORDINANCE TO TRANSFER FUNDS WITHIN FUND 1000 COUNTY GENERAL – SHERIFF’S OFFICE.
4. AN APPROPRIATION ORDINANCE TO APPROPRIATE FUNDS TO FUND 1805 SALES TAX AND PUBLIC SAFETY AND TO FUND 1000 COUNTY GENERAL – SHERIFF’S OFFICE.
5. PROGRAM AN APPROPRIATION ORDINANCE TO TRANSFER FUNDS WITHIN FUND 3513 OPIOID CATEGORY 2 AND TO TRANSFER FUNDS FROM FUND 1000 COUNTY GENERAL TO FUND 3513 OPIOID PROGRAM CATEGORY 2.
6. AN APPROPRIATION ORDINANCE TO TRANSFER FUNDS WITHIN FUND 1000 COUNTY GENERAL – COUNTY CLERK.
7. AN APPROPRIATION ORDINANCE TO PROVIDE AN APPROPRIATION TO FUND 3008 COUNTY LIBRARY.
8. AN APPROPRIATION ORDINANCE TO TRANSFER FUNDS FROM FUND 3025 VICTIM WITNESS TO COUNTY GENERAL AND WITHIN FUND 1000 COUNTY GENERAL – PROSECUTOR.
9. AN ORDINANCE TO ENSURE COLLECTION OF SANITATION FEES WHEN ELECTRICITY IS STILL ACTIVE AT THE DWELLING.
10. AN APPROPRIATION ORDINANCE TO APPROPRIATE FUNDS IN FUND 3000 TREASURER’S AUTOMATION.
11. AN APPROPRIATION ORDINANCE OF THE QUORUM COURT OF JEFFERSON COUNTY, ARKANSAS AUTHORIZING WEIGHT LIMITS AXLE LOADS
12. AN APPROPRIATION ORDINANCE TO CREATE AN EXPENDITURE LINE IN FUND 3046 AMERICAN RESCUE PLAN FOR COVID VACCINATION INCENTIVE.

13. AN APPROPRIATION ORDINANCE TO TRANSFER FUNDS WITHIN FUND
3046 AMERICAN RECOVERY AND TO TRANSFER FUNDS WITHIN FUND
1005 CORONAVIRUS RELIEF.

III. ADJOURNMENT

State of Arkansas

County of Jefferson

Quorum Court

APPROPRIATION ORDINANCE NO. 2021-_____

AN APPROPRIATION ORDINANCE TO TRANSFER FUNDS WITHIN FUND 1805 SALES TAX AND PUBLIC SAFETY.

BE IT ENACTED THE QUORUM COURT OF THE COUNTY OF JEFFERSON, STATE OF ARKANSAS.

Article I. The County Judge is now authorized to transfer \$16,190.56 from 1805—0400-1001 styled Salaries to 1805-0400-1009 Health Insurance Matching as detailed in the attachment.

Article II. The County Judge is now authorized to approve the distribution as outlined in the attachment.

Article III. This Appropriation Ordinance shall be in full force and effect from and after its passage and approval.

AN APPROPRIATION ORDINANCE TO TRANSFER FUNDS
WITHIN FUND 1805 SALES TAX AND PUBLIC SAFETY.

BY:

Conley Byrd
JUSTICE OF THE PEACE
JEFFERSON COUNTY, ARKANSAS

APPROVED:

GERALD ROBINSON
JEFFERSON COUNTY JUDGE
JEFFERSON COUNTY, ARKANSAS

Date _____

Attachment – 1 page

APPROVED BY:

TERRY WYNNE
COUNTY ATTORNEY
JEFFERSON COUNTY, ARKANSAS

ATTEST:

SHAWNDRAG TAGGART
JEFFERSON COUNTY CLERK
JEFFERSON COUNTY, ARKANSAS

Date _____



LAFAYETTE WOODS, JR.

SHERIFF OF JEFFERSON COUNTY

P.O. Box 7837

PINE BLUFF, ARKANSAS 71611

CHIEF DEPUTY, Stanley James

OPERATIONS COMMANDER, Major Gary McClain

W.C. "Dub" BRASSELL ADULT JAIL ADMINISTRATOR, Joseph Gorman

ADMINISTRATIVE OFFICE: 870-541-5351 • FAX 870-541-5348

INVESTIGATIONS: 870-541-5496 • FAX 870-541-5499

PATROL: 870-541-5376 • FAX 870-541-5379

WARRANTS/CIVIL PROCESS: 870-541-5349

DUB BRASSELL DETENTION CENTER: 870-541-4620 • FAX 870-541-1925

JACK JONES JUVENILE JUSTICE CENTER: 870-541-8502 • FAX 870-541-0307

Website: www.jeffcso.org



MEMO

TO: JEFFERSON COUNTY JUDGE GERALD ROBINSON

FROM: CHRIS BROWN, OFFICE MANAGER *MCB*

DATE: 09/15/2021

RE: **PUBLIC SAFETY SALES TAX - SHERIFF – APPROPRIATION / TRANSFER REQUEST**

Analysis indicates a year-end negative balance in 1805-0400-1009 (Health Insurance Match) of \$16,190.56. That same analysis indicates a year-end excess in 1805-0400-1001 (Salaries) of \$49,650.02. As such, please consider transferring \$16,190.56 from 1805-0400-1001 to 1805-0400-1009.

Note that new monies are requested to accomplish this.

State of Arkansas

County of Jefferson

Quorum Court

APPROPRIATION ORDINANCE NO. 2021-_____

AN APPROPRIATION ORDINANCE TO APPROPRIATE FUNDS WITHIN FUND 3401
JUVENILE JUSTICE EDUCATION.

BE IT ENACTED THE QUORUM COURT OF THE COUNTY OF JEFFERSON, STATE
OF ARKANSAS.

Article I. The County Judge is now authorized to transfer \$4,780.11 from 3401-0418-1001 styled Salaries to 3401-0418-3003 styled Computer Services and transfer \$7,950.93 from 3401-0418-1001 styled Salaries to 3401-0418-3020 styled Telephone and Fax as detailed in the attachment.

Article II. The County Judge is now authorized to approve the distribution as outlined in the attachment.

Article III. This Appropriation Ordinance shall be in full force and effect from and after its passage and approval.

AN APPROPRIATION ORDINANCE TO APPROPRIATE FUNDS
WITHIN FUND 3401 JUVENILE JUSTICE EDUCATION.

BY:

Conley Byrd
JUSTICE OF THE PEACE
JEFFERSON COUNTY, ARKANSAS

APPROVED:

GERALD ROBINSON
JEFFERSON COUNTY JUDGE
JEFFERSON COUNTY, ARKANSAS

Date _____

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TERRY WYNNE
COUNTY ATTORNEY
JEFFERSON COUNTY, ARKANSAS

ATTEST:

SHAWNDRAGART
JEFFERSON COUNTY CLERK
JEFFERSON COUNTY, ARKANSAS

Date _____



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Website: www.jcso.org

MEMO

TO: JEFFERSON COUNTY JUDGE GERALD ROBINSON
FROM: CHRIS BROWN, OFFICE MANAGER *MCB*
DATE: 09/15/2021

RE: JUVENILE JUSTICE EDUCATION – APPROPRIATION / TRANSFER REQUEST

Analysis indicates a year-end negative balance in the Services budget group (3000) of Juvenile Justice Education of \$12,731.04. That same analysis indicates a year-end excess in 3401-0418-1001 (Salaries) of \$14,358.00. As such, please consider transferring \$12,731.04 from 3401-0418-1001 to the 3000 group as follows:

AMOUNT	FROM	TO
\$4,780.11	3401-0418-1001	3401-0418-3003 COMPUTER SERVICES
\$7,950.93	3401-0418-1001	3401-0418-3020 TELEPHONE AND FAX
\$12,731.04		

Note that new monies are requested to accomplish this.

State of Arkansas

County of Jefferson

Quorum Court

APPROPRIATION ORDINANCE NO. 2021-_____

AN APPROPRIATION ORDINANCE TO TRANSFER FUNDS WITHIN FUND 1000 COUNTY GENERAL – SHERIFF'S OFFICE.

BE IT ENACTED THE QUORUM COURT OF THE COUNTY OF JEFFERSON, STATE OF ARKANSAS.

Article I. The County Judge is authorized to transfer \$102,927.01 within Fund 1000 as detailed in the attachment.

Article II. The County Judge is now authorized to approve the distribution as outlined in the attachment.

Article III. This Appropriation Ordinance shall be in full force and effect from and after its passage and approval.

AN APPROPRIATION ORDINANCE TO TRANSFER FUNDS WITHIN
FUND 1000 COUNTY GENERAL – SHERIFF’S OFFICE.

BY:

Conley Byrd
JUSTICE OF THE PEACE
JEFFERSON COUNTY, ARKANSAS

APPROVED:

GERALD ROBINSON
JEFFERSON COUNTY JUDGE
JEFFERSON COUNTY, ARKANSAS

Date _____

Attachment – 1 page

APPROVED BY:

TERRY WYNNE
COUNTY ATTORNEY
JEFFERSON COUNTY, ARKANSAS

ATTEST:

SHAWNDRAG TAGGART
JEFFERSON COUNTY CLERK
JEFFERSON COUNTY, ARKANSAS

Date _____



LAFAYETTE WOODS, JR.

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Website: www.jeffcosa.org



MEMO

TO: JEFFERSON COUNTY JUDGE GERALD ROBINSON

FROM: CHRIS BROWN, OFFICE MANAGER *MCB*

DATE: 09/14/2021

RE: COUNTY GENERAL – SHERIFF’S OFFICE – APPROPRIATION / TRANSFER REQUEST

Within 1000-0400 (County General – Sheriff) trends indicate, based on the 08/31/2021 end-of-month report from the Jefferson County Clerk’s Office, this office would end 2021 with a surplus of personal services funding amounting to about \$110,081.12. Also indicated are overages for maintenance and operations groups in the budget amounting to \$102,927.01.

This office requests the transfer of funding as follows:

AMOUNT	FROM	TO
\$43,272.17	1000-0400-1001 SALARIES	1000-0400-2007 FUEL, OIL, LUBRICANTS
\$38,287.04	1000-0400-1001 SALARIES	1000-0400-3093 MISCELLANEOUS LAW ENFORCEMENT
\$11,481.87	1000-0400-1007 APERS MATCH	1000-0400-3003 COMPUTER SERVICES
\$3,096.56	1000-0400-1006 SS MATCH	1000-0400-3022 CELL PHONES
\$3,285.00	1000-0400-1006 SS MATCH	1000-0400-3070 BUILDING RENT
\$1,521.58	1000-0400-1006 SS MATCH	1000-0400-3101 TRAINING AND EDUCATION
\$1,595.39	1000-0400-1009 INS. MATCH	1000-0400-3021 POSTAGE
\$387.40	1000-0400-1009 INS. MATCH	1000-0400-3071 EQUIPMENT RENT
\$102,927.01	TOTAL	

Please note the source money is that which is unspent January through August and will not affect full funding of all slots for the September through December period. Furthermore, no new monies are requested to accomplish this.

1000-0400 COUNTY GENERAL - SHERIFF		CURRENT APPROPRIATION	EXPECTED MONTHLY EXPENSE	EXPECTED EXPENSE BY 8/31/21	ACTUAL EXPENSE BY 8/31/21	DIF-FERENCE
1001	SALARIES (FULL TIME)	976,329.67	81,360.81	650,886.45	569,327.24	81,559.21
1006	SOCIAL SECURITY MATCHING	74,689.22	6,224.10	49,792.81	40,932.36	8,860.45
1007	RETIREMENT MATCHING	149,538.82	12,461.57	99,692.55	88,210.68	11,481.87
1009	HEALTH INSURANCE MATCHING	113,657.04	9,471.42	75,771.36	67,591.77	8,179.59
	TOTAL PERSONAL SERVICES	1,314,214.75	109,517.90	876,143.17	766,062.05	110,081.12

SOURCE IDENTIFIED FOR 1000-0400 M&O NEEDS 110,081.12

1000-0400 COUNTY GENERAL - SHERIFF		CURRENT APPROPRIATION	ACTUAL EXPENSE BY 8/31/21	BALANCE 8/31/21	EXPECTED SEP-DEC '21 EXPENSES	EXPECTED DEC 31 BALANCE
2001	GENERAL SUPPLIES	31,000.00	12,472.31	18,527.69	6,236.16	12,291.54
2002	SMALL EQUIPMENT	4,150.00	2,375.92	1,774.08	1,187.96	586.12
2003	JANITORIAL SUPPLIES	800.00	391.17	408.83	195.59	213.25
2004	MEDICINE AND DRUGS	4,000.00	580.18	3,419.82	290.09	3,129.73
2005	FOOD	700.00	1,497.11	(797.11)	748.56	(1,545.67)
2006	CLOTHING AND UNIFORMS	20,000.00	14,770.12	5,229.88	7,385.06	(2,155.18)
2007	FUEL OIL AND LUBRICANTS	80,000.00	88,535.95	(8,535.95)	44,267.98	(52,803.93)
2008	TIRES AND TUBES	23,000.00	19,013.20	3,986.80	9,506.60	(5,519.80)
2020	BUILDING MATERIALS AND SUPPLIES	250.00	-	250.00	-	250.00
2023	PARTS AND REPAIRS	112,000.00	72,332.44	39,667.56	36,166.22	3,501.34
2024	MAINTENANCE AND SERVICE	14,000.00	10,146.38	3,853.62	5,073.19	(1,219.57)
	TOTAL SUPPLIES	289,900.00	222,114.78	67,785.22	111,057.39	(43,272.17)
3001	ACCOUNTING AND AUDITING	2,000.00	888.31	1,111.69	444.16	667.54
3003	COMPUTER SERVICES	14,000.00	17,394.22	(3,394.22)	8,697.11	(12,091.33)
3006	MEDICAL DENTAL AND HOSPITAL	7,000.00	4,755.01	2,244.99	2,377.51	(132.52)
3009	OTHER PROFESSIONAL SERVICES	2,200.00	3,655.05	(1,455.05)	1,827.53	(3,282.58)
3020	TELEPHONE AND FAX	46,658.69	24,672.69	21,986.00	12,336.35	9,649.66
3021	POSTAGE	3,700.00	3,530.26	169.74	1,765.13	(1,595.39)
3022	CELL PHONES AND PAGERS	21,328.00	16,283.04	5,044.96	8,141.52	(3,096.56)
3023	INTERNET CONNECTION	1,500.00	859.24	640.76	429.62	211.14
3030	TRAVEL	600.00	-	600.00	-	600.00
3032	LICENSES & RENEWALS (VEHICLES)	-	35.00	(35.00)	17.50	(52.50)
3040	ADVERTISING AND PUBLICATION	1,400.00	4,339.12	(2,939.12)	2,169.56	(5,108.68)
3052	FIRE AND EXTENDED COVERAGE	2,048.00	-	2,048.00	-	2,048.00
3053	FLEET LIABILITY	-	3,500.00	(3,500.00)	1,750.00	(5,250.00)
3060	ELECTRICITY (UTILITY)	60,000.00	42,105.79	17,894.21	21,052.90	(3,158.69)
3062	WATER (UTILITY)	2,300.00	890.38	1,409.62	445.19	964.43
3070	LAND AND BUILDINGS (RENT)	1,920.00	3,470.00	(1,550.00)	1,735.00	(3,285.00)
3071	MACHINERY AND EQUIPMENT (RENT)	-	229.14	(229.14)	114.57	(343.71)
3073	MACHINERY AND EQUIPMENT (LEASE)	5,000.00	221.12	4,778.88	110.56	4,668.32
3090	DUES AND MEMBERSHIPS	1,800.00	404.37	1,395.63	202.19	1,193.45
3093	MISCELLANEOUS LAW ENFORCEMENT	-	22,566.60	(22,566.60)	11,283.30	(33,849.90)
3094	MEALS AND LODGING	2,000.00	4,527.65	(2,527.65)	2,263.83	(4,791.48)
3100	OTHER MISCELLANEOUS	-	875.77	(875.77)	437.89	(1,313.66)
3101	TRAINING AND EDUCATION	8,800.00	6,881.05	1,918.95	3,440.53	(1,521.58)
3102	COMPUTER SOFTWARE SUPPORT	-	922.54	(922.54)	461.27	(1,383.81)
3113	LICENSES & RENEWALS	600.00	-	600.00	-	600.00
	TOTAL OTHER SERVICES & CHARGES	184,854.69	163,006.35	21,848.34	81,503.18	(59,654.84)

TOTAL M&O NEEDED (102,927.01)

State of Arkansas

County of Jefferson

Quorum Court

APPROPRIATION ORDINANCE NO. 2021-_____

AN APPROPRIATION ORDINANCE TO APPROPRIATE FUNDS TO FUND 1805 SALES TAX AND PUBLIC SAFETY AND TO FUND 1000 COUNTY GENERAL – SHERIFF’S OFFICE.

BE IT ENACTED THE QUORUM COURT OF THE COUNTY OF JEFFERSON, STATE OF ARKANSAS.

Article I. The County Judge is now authorized to appropriate \$1,530.00 to 1000-0400-2023 styled Parts and Repairs and \$4,950.00 to 1805-0400-2023 styled Parts and Repairs as detailed in the attachment.

Article II. The County Judge is now authorized to approve the distribution as outlined in the attachment.

Article III. This Appropriation Ordinance shall be in full force and effect from and after its passage and approval.

AN APPROPRIATION ORDINANCE TO APPROPRIATE FUNDS
TO FUND 1805 SALES TAX AND PUBLIC SAFETY AND TO FUND
1000 COUNTY GENERAL – SHERIFF'S OFFICE.

BY:

APPROVED BY:

Conley Byrd
JUSTICE OF THE PEACE
JEFFERSON COUNTY, ARKANSAS

TERRY WYNNE
COUNTY ATTORNEY
JEFFERSON COUNTY, ARKANSAS

APPROVED:

ATTEST:

GERALD ROBINSON
JEFFERSON COUNTY JUDGE
JEFFERSON COUNTY, ARKANSAS

SHAWNDRAGART
JEFFERSON COUNTY CLERK
JEFFERSON COUNTY, ARKANSAS

Date_____

Date_____

Attachment – 1 page



LAFAYETTE WOODS, JR.

SHERIFF OF JEFFERSON COUNTY
P.O. Box 7837
PINE BLUFF, ARKANSAS 71611



CHIEF DEPUTY, Stanley James
OPERATIONS COMMANDER, Major Gary McClam
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Website: www.jefcso.org

MEMO

TO: JEFFERSON COUNTY JUDGE GERALD ROBINSON
FROM: CHRIS BROWN, OFFICE MANAGER *meb*
DATE: 09/14/2021

RE: **MOBILE DATA TERMINAL GRANT REIMBURSEMENT – APPROPRIATION REQUEST**

The Jefferson County Sheriff's Office (JCSO) will receive from the State of Arkansas the amount of \$6,480.00 in reimbursement for August 2021 expenses from County General – Sheriff and Public Safety Sales Tax - Sheriff. This money is from a federal/state reimbursing grant program which reimburses 90 percent of our purchases as defined in the Mobile Data Terminal (MDT) grant.

In August, this office made MDT purchases from County General – Sheriff (1000-0400) of \$1,530.00 and from Public Safety Sales Tax – Sheriff (1805-0400) of \$4,950.00). As such, JCSO requests \$6,480.00 be appropriated as follows:

	AMOUNT	TO
	\$1,530.00	1000-0400-2023
	\$4,950.00	1805-0400-2023
	\$6,480.00	TOTAL REIMBURSEMENT APPROPRIATION

State of Arkansas

County of Jefferson

Quorum Court

APPROPRIATION ORDINANCE NO. 2021-_____

AN APPROPRIATION ORDINANCE TO TRANSFER FUNDS WITHIN FUND 3513 OPIOID PROGRAM CATEGORY 2 AND TO TRANSFER FUNDS FROM FUND 1000 COUNTY GENERAL TO FUND 3513 OPIOID PROGRAM CATEGORY 2.

BE IT ENACTED THE QUORUM COURT OF THE COUNTY OF JEFFERSON, STATE OF ARKANSAS.

Article I. The County Judge is now authorized to transfer funds for \$2,453.68 within 3513-400, transfer 461.00 from Fund 1000 County General to Fund 3513-400-4005, and appropriate \$281.01 deposited in Radio Fund Check #456 as detailed in the attachment.

Article II. The County Judge is now authorized to approve the distribution as outlined in the attachment.

Article III. The County Treasurer is now authorized to transfer \$461.00 from Fund 1000 County General to Fund 3513 Opioid Program Category 2.

Article IV. This Appropriation Ordinance shall be in full force and effect from and after its passage and approval.

AN APPROPRIATION ORDINANCE TO TRANSFER FUNDS WITHIN FUND 3513 OPIOID PROGRAM CATEGORY 2 AND TO TRANSFER FUNDS FROM FUND 1000 COUNTY GENERAL TO FUND 3513 OPIOID PROGRAM CATEGORY 2.

BY:

Conley Byrd
JUSTICE OF THE PEACE
JEFFERSON COUNTY, ARKANSAS

APPROVED BY:

TERRY WYNNE
COUNTY ATTORNEY
JEFFERSON COUNTY, ARKANSAS

APPROVED:

GERALD ROBINSON
JEFFERSON COUNTY JUDGE
JEFFERSON COUNTY, ARKANSAS

ATTEST:

SHAWNDRAG TAGGART
JEFFERSON COUNTY CLERK
JEFFERSON COUNTY, ARKANSAS

Date _____

Date _____

Attachments – 7 pages



LAFAYETTE WOODS, JR.

SHERIFF OF JEFFERSON COUNTY
P.O. Box 7837
PINE BLUFF, ARKANSAS 71611



CHIEF DEPUTY, Stanley James
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Website: www.jeffcso.org

MEMO

TO: JEFFERSON COUNTY JUDGE GERALD ROBINSON
FROM: CHRIS BROWN, OFFICE MANAGER *meb*
DATE: 09/15/2021

RE: **OPIOD PROGRAM - CATEGORY 2 GRANT FUND APPROPRIATIONS / TRANSFERS**

The COAP 2 fund's 3000 Group (Services) is currently in the negative due to overlooked costs not projected at the time the grant budget was created. As such, this office requests the following transfers and appropriations:

AMOUNT	FROM	TO
\$475.00	3513-0400 COAP 2, R# 655	3513-0400-4004 MACHINERY AND EQUIPMENT
\$187.85	3513-0400 COAP 2, R# 708	3513-0400-4005 VEHICLES
\$461.00	1000-0400-3053 FLEET LIABILITY	3513-0400-4005 VEHICLES
\$165.49	3513-0400-2002 SMALL EQUIPM.	3513-0400-4005 VECHILES
\$1,625.34	3513-0400-3093 MISC. LAW ENF.	3513-0400-4005 VEHICLES
\$281.01	RADIO FUND CK# 456	3513-0400-4005 VEHICLES

Line Item	Description	Month to Date Transfers	Year to Date Transfers	MTD Expenditures Adj MTD Expend	YTD Expenditures Adj YTD Expend	Original Budget Adj. Budget	Balance	MTD % Used	YTD % Used	% Left
PERSONAL SERVICES										
Group: 0400100	OPOID PROGRAM CATEGORY 2 FUND									
Group: 0400100 - 0400199	PERSONAL SERVICES									
3513	04001001 SALARIES (FULL TIME)	\$0.00	\$50,000.00	\$4,173.98	\$19,784.78	\$0.00	(\$19,784.78)	8.348	39.570	60.430
3513	04001004 CONTRACT LABOR	\$0.00	\$0.00	\$5,789.07	\$30,384.31	\$0.00	(\$30,384.31)	7.211	37.980	62.020
3513	04001006 SOCIAL SECURITY MATCHING	\$0.00	\$0.00	\$750.29	\$3,798.08	\$0.00	(\$3,798.08)	7.271	36.805	63.195
3513	04001007 RETIREMENT MATCHING	\$0.00	\$0.00	\$638.34	\$3,049.31	\$0.00	(\$3,049.31)	8.333	39.808	60.192
3513	04001009 HEALTH INSURANCE MATCHING	\$0.00	\$0.00	\$1,010.67	\$4,447.96	\$0.00	(\$4,447.96)	6.582	28.966	71.034
3513	04001010 WORKER'S COMPENSATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000	0.000	100.000
3513	04001011 UNEMPLOYMENT COMPENSATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000	0.000	100.000
3513	04001016 LIFE INSURANCE	\$0.00	\$0.00	\$12.80	\$32.00	\$0.00	(\$32.00)	4.137	10.343	89.657
	Group Totals:	\$0.00	\$0.00	\$12,355.15	\$61,496.44	\$0.00	(\$61,496.44)	7.309	36.379	63.621
Group: 0400200	SUPPLIES									
Group: 0400200 - 0400299	SUPPLIES									
3513	04002001 GENERAL SUPPLIES	\$0.00	\$13,000.00	\$0.00	\$1,617.51	\$0.00	(\$1,617.51)	0.000	12.442	87.558
3513	04002002 SMALL EQUIPMENT	\$0.00	\$0.00	\$0.00	\$5,284.16	\$0.00	(\$5,284.16)	0.000	75.650	24.350
3513	04002007 FUEL OIL AND LUBRICANT	\$0.00	\$0.00	\$177.66	\$543.48	\$0.00	(\$543.48)	2.369	7.246	92.754
	Group Totals:	\$0.00	\$0.00	\$177.66	\$7,445.15	\$0.00	(\$7,445.15)	0.646	27.088	72.912
Group: 0400300	OTHER SERVICES & CHARGES									
Group: 0400300 - 0400399	OTHER SERVICES & CHARGES									
3513	04003009 OTHER PROFESSIONAL SERVICES	\$0.00	\$4,500.00	\$0.00	\$0.00	\$0.00	\$4,500.00	0.000	0.000	100.000
3513	04003022 CELL PHONE AND PAGERS	\$0.00	\$0.00	\$0.00	\$146.79	\$0.00	(\$146.79)	0.000	4.078	95.923
3513	04003093 MISCELLANEOUS LAW ENFORCEMENT	\$0.00	\$0.00	\$1,540.15	\$14,906.32	\$0.00	(\$14,906.32)	6.969	67.449	32.551
3513	04003094 MEALS AND LODGING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000	0.000	100.000
3513	04003101 TRAINING AND EDUCATION	\$0.00	\$0.00	\$0.00	\$6,605.00	\$0.00	(\$6,605.00)	0.000	0.000	0.000
3513	04003102 COMPUTER SOFTWARE SUPPORT	\$0.00	\$0.00	\$0.00	\$3,785.00	\$0.00	(\$3,785.00)	0.000	49.220	50.780
	Group Totals:	\$0.00	\$0.00	\$1,540.15	\$25,443.11	\$0.00	(\$25,443.11)	3.145	51.957	48.043
Group: 0400400	CAPITAL OUTLAY									
Group: 0400400 - 0400499	CAPITAL OUTLAY									
3513	04004004 MACHINERY AND EQUIPMENT	\$0.00	\$33,500.00	\$0.00	\$33,965.00	\$0.00	(\$33,965.00)	0.000	0.000	0.000

**Jefferson
Budget Detail Report**

Month: 8

Date Range: 08/01/2021 - 08/31/2021

Fund: 3513 - 3513

Dept: 0001 - 9999

Item: 00 - 9999

Line Item	Description	Month to Date Transfers	Year to Date Transfers	MTD Expenditures	YTD Expenditures	Original Budget	Balance	MTD % Used	YTD % Used	% Left
		Appropriations	Appropriations	Adj MTD Expend.	Adj YTD Expend	Adj. Budget	Actual Balance			
Fund: 3513	OPIOID PROGRAM CATEGORY 2 FUND									
Group: 04004000	- 04004999 CAPITAL OUTLAY									
3513	04004005 VEHICLES	\$0.00	\$6,000.00	\$498.59	\$6,726.33	\$0.00	(\$6,726.33)	8.310	0.000	0.000
	Group Totals:	\$0.00	\$39,500.00	\$498.59	\$40,691.33	\$0.00	(\$40,691.33)	1.262	103.016	-3.016
3513	0400 Office Totals:	\$0.00	\$0.00	\$14,571.55	\$135,076.03	\$0.00	(\$135,076.03)			
	JEFFERSON COUNTY SHERIFF	\$0.00	\$285,000.00		\$285,000.00	\$285,000.00	\$149,923.97	5.113	47.395	52.605
3513	Fund Totals:	\$0.00	\$0.00	\$14,571.55	\$135,076.03	\$0.00	(\$135,076.03)			
	OPIOID PROGRAM CATEGORY 2 FUND	\$0.00	\$285,000.00		\$285,000.00	\$285,000.00	\$149,923.97	5.113	47.395	52.605
	Grand Totals:	\$0.00	\$0.00	\$14,571.55	\$135,076.03	\$0.00	(\$135,076.03)	5.113	47.395	52.605
		\$0.00	\$285,000.00		\$285,000.00	\$285,000.00	\$149,923.97			

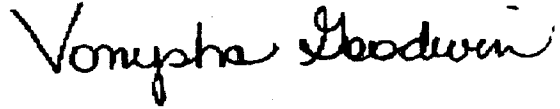
Jefferson Treasurer's Receipt

Receipt Number : 655.0000 Bank : 5001 - 5001 - Simmons Bank Date : 8/20/2021

Received From : Jeff Co Sheriff Radio Fund
The Amount Of : Four Hundred Seventy Five Dollars Only
For : Reimb for Remaining Balance

Vonysha Goodwin
Treasurer

Receipt Total : \$475.00 Check/DD : \$475.00
Check #: 448 Cash : \$0.00
Com : \$0.00



By K R T

Fund	Description	Code	Description	Amount	Com
3513	**Opioid Program Category 2	8758	Reimb-Misc	\$475.00	\$0.00
Account(s) Total				\$475.00	\$0.00

Trailer 3513-0400-4004 Machinery & Equipment

Jefferson Treasurer's Receipt

Receipt Number : 708.0000 Bank : 5005 - 5005 - SFNB Federal Grants Acc Date : 9/8/2021

Received From : Pros Atty, 11th W, Tri-Co Drug Task Force

The Amount Of : One Hundred Eighty Seven Dollars and Eighty Five Cents Only

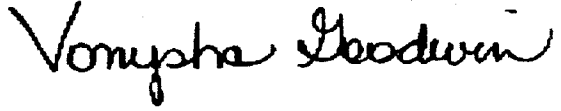
For : Reimb For Opioid Categ. 2

Vonysha Goodwin
Treasurer

Receipt Total : \$187.85 Check/DD : \$187.85

Check #: 3243 Cash : \$0.00

Com : \$0.00



By KRT

Fund	Description	Code	Description	Amount	Com
3513	**Opioid Program Category 2	8758	Reimb-Misc	\$187.85	\$0.00
Account(s) Total				\$187.85	\$0.00

Tint 3513-0400-4005 Vehicles

Chris Brown

From: joseph.gorman@jeffcoso.org
Sent: Wednesday, September 15, 2021 1:32 PM
To: 'Chris Brown'
Subject: internal transfer in fund 3513

Good Afternoon,

As per our conversation earlier you will find where I moved money from to bring the vehicle lease back up to last to the end of the year.

Tactical bulletproof vest - \$1,459.85
75-inch smart TV - - \$165.49
Vehicle Lease - +\$1,625.34

Of course in the County's budget these line items will differ.

Thanks,



Joseph Gorman
Chief Deputy--Jail Administrator
W.C. "Dub" Brassell Adult Detention Center
300 East 2nd Avenue
Pine Bluff, AR, 71601

(870) 541-4620 – Office
(870) 541-4624 – Fax
(870) 489-1599 – Mobile

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JEFFERSON COUNTY SHERIFF
RADIO FUND
P.O. BOX 7837
PINE BLUFF, AR 71611-7837

81-43/829

456

DATE: 09/15/2021

PAID TO THE ORDER OF JEFFERSON COUNTY

\$ 281.01

Two Hundred Eighty-One & ⁰¹/₁₀₀

DOLLARS

Simmons Bank



MEMBER FDIC

MEMO: COAP Cat 2 Radio

Stanley James McChesney

⑆082900432⑆

20009179⑈ 0456

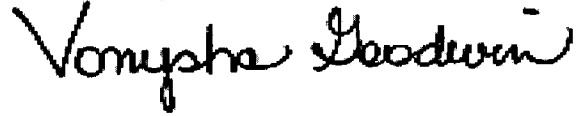
→ Co Treas 09/15/2021

Jefferson Treasurer's Receipt

Receipt Number : 736.0000 Bank : 5005 - 5005 - SFNB Federal Grants Acc Date : 9/17/2021
Received From : Jeff Co Sheriff Radio Fund
The Amount Of : Two Hundred Eighty One Dollars and One Cent Only
For : Reimb for Coap 2

Vonysha Goodwin
Treasurer

Receipt Total : \$281.01 Check/DD : \$281.01
Check #: 456 Cash : \$0.00
Com : \$0.00



By VCG

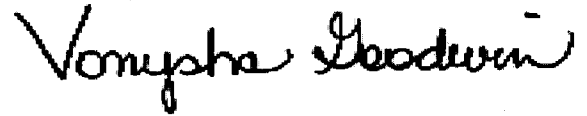
Fund	Description	Code	Description	Amount	Com
3513	**Opioid Program Category 2	8758	Reimb-Misc	\$281.01	\$0.00
Account(s) Total				\$281.01	\$0.00

Jefferson Treasurer's Receipt

Receipt Number : 736.0000 Bank : 5005 - 5005 - SFNB Federal Grants Acc Date : 9/17/2021
Received From : Jeff Co Sheriff Radio Fund
The Amount Of : Two Hundred Eighty One Dollars and One Cent Only
For : Reimb for Coap 2

Vonysha Goodwin
Treasurer

Receipt Total : \$281.01 Check/DD : \$281.01
Check #: 456 Cash : \$0.00
Com : \$0.00



By VCG

Fund	Description	Code	Description	Amount	Com
3513	**Opioid Program Category 2	8758	Reimb-Misc	\$281.01	\$0.00
Account(s) Total				\$281.01	\$0.00



STATE OF ARKANSAS
OFFICE OF THE
PROSECUTING ATTORNEY

S. KYLE HUNTER
PROSECUTING ATTORNEY
ELEVENTH JUDICIAL DISTRICT, WEST
JEFFERSON & LINCOLN
COUNTIES

JEFFERSON COUNTY COURTHOUSE
101 WEST BARRAQUE
P.O. BOX 9090
PINE BLUFF, ARKANSAS 71611-9090
PHONE (870) 541-5387
FAX (870) 536-3613

September 22, 2021

County Judge's Office

VIA HAND DELIVERY

Dear County Judge:

The VOCA grant has authorized a 100% funded part-time position for our Vitim Witness Department. I have attached the Job Requisition/Pre-Offer Form with the detailed information.

I am asking that this request be submitted to the Quorum Court for approval on the October, 2001 scheduled meeting.

If you have any questions, please do not hesitate to contact me. Thank you for your time in advance.

Sincerely,

A handwritten signature in cursive script that reads "Dina Holleman".

Dina Holleman
Office Administrator

Job Requisition/Pre-Offer Form

FORM MUST BE APPROVED PRIOR TO OFFER

Date 9-22-21

Position Title Coordinator Assistant

Department Victim Witness

Fund/Account/Line 3502-0422-1002

i.e. 1000-101-1001

Full-time Part-time

Exempt Nonexempt

Salaried Hourly

6 Payroll Slot Number

\$7,800.00 Payroll Slot Amount

Salary Range: \$15.00 hr.

Weekly

Hourly

Regular

Temporary

Full time

Part time

Day Swing Grave Differential

Preferred Start Date: 10-15-21

Reason for Recruitment

(Job descriptions must be attached for all positions.)

Replacement position

Name of person being replaced _____

Reallocated position (reallocation of vacant, budgeted position within department)

Current vacant position title _____

Current payroll slot amount _____

Recommended payroll slot amount _____

Budgeted new position (job description attached)

Budgeted payroll slot amount _____

Nonbudgeted new position (job description attached)

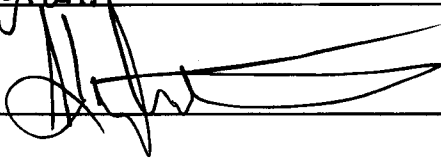
Recommended payroll slot amount 15.00 per hr. x 10 hrs per week for 52 weeks

Position information/justification

(Indicate what changes were made to the job description or provide justification for new position.)

VOC A grant has approved funding for a part time position in Victim Witness. Position will be paid 100% by grant.

Department Head Approval _____



Date 9-22-21

County Clerk Approval _____

Date _____

County Judge Approval _____

Date _____

Please return to County Clerk once completed

Approval to Job Offer
This section to be completed by HR only

Name of Candidate _____

Proposed Wage _____ Proposed Start Date _____

Reason for Hire _____

Approved _____

County Clerk/Designee

Date

VICTIM WITNESS COORDINATOR ASSISTANT
JOB DESCRIPTION

- Maintain daily time and attendance logs and turn in to Grant coordinator on 15th and 30 of each month.
- Keep daily statistics as outlined by DFA and turn in on 15th and 30th of each month.
- Sign Confidential Policy Agreement and job description out lines each year.
- Adhere to confidentiality policy. A breach of a victim's confidentiality is grounds for dismissal.
- Comprehend the procedures followed by the victim witness team. Be willing and able to work as an effective team member.
- Understand the criminal justice system and have the ability to explain to victims their role in the system.
- Display good communication skills and dependability and an ability to deal with victims of all ages, races and cultures.
- Notify victims of all court dates AND/OR changes in case.
- Assist victims with ACVR applications
- Coordinate ancillary victim services (Mental Health, Rape Crisis, Health Department, etc.) Provide assistance when needed regarding information, referral, and follow-up.
- Assist with locating transportation for victims to court or to ancillary victim services as needed.
- Assist victims with the filing of petitions for Orders of Protection.
- Maintain a record of all history of services, from victims including contact information. Make all information available to Prosecutors when needed.
- Assist victims with a safety plan.
- Coordinate/assist with trainings to be provided by Program.
- Perform all other duties as assigned. Duties listed above are not all inclusive. When heavy traffic is experienced, when staff is short or trials are in session, assist in meeting other responsibilities of the office.

Employee's Signature

Date

ARKANSAS DEPARTMENT OF FINANCE AND ADMINISTRATION
OFFICE OF INTERGOVERNMENTAL SERVICES
VICTIMS OF CRIME ACT (VOCA) PROGRAM
ATTACHMENT 2: Itemized Budget

11th West Judicial District-00197
Pine Bluff, AR
SUBGRANT #:

PERIOD: 10/01/2021-09/30/2022
GRANTS COORDINATOR: Marilyn Graham

** Grant pays 100% - no costs to county
position is part time. No FICA, retirement, vacation, or sick leave*

BUDGET CATEGORIES	VOCA FEDERAL FUNDS	NON-FEDERAL CASH/IN-KIND MATCH	VOCA PROJECT TOTALS
SALARIES			
Domestic Violence Coordinator 40 hr/wk @ 19.31 federal = 34 hrs/wk match=6 hr/week	34,140.08	6,024.72	40,164.80
Rape Crisis Coordinator 40 hrs/week @ 17.00 federal 100%	35,360.00	0.00	35,360.00
Juvenile Court Coordinator 40 hrs/wk @ 15.17 per hr = 85% Fed 15% County	26,820.56	4,733.04	31,553.60
Homicide Victim Coord To enhance current salary: 2 hrs/day @ \$10.72/hr x 52 weeks	5,574.40	0.00	5,574.40
Elderly Victim & Violent Victim Coordinator 40 hrs/week LOSS OF TWO POSITIONS	0.00	0.00	0.00
Part Time Position for Victim Witness Assistance 2 days/week @ 5hrs/day @ \$15.00/hr	7,800.00	0.00	7,800.00
Prosecuting Attorney 40 hr/wk @ \$78.87/hr Match = 4.5 hours per week	0.00	18,455.58	18,455.58
Deputy Prosecuting Attorney 40 hrs/wk @ \$47.91/hr Match=4 hrs/wk	0.00	9,965.28	9,965.28
Volunteer Advocate Hours: 30 hrs @ 25.43	0.00	762.90	762.90
TOTAL SALARIES	109,695.04	39,941.52	149,636.56
MANDATED BENEFITS			
FICA @ 7.65%	8,391.67	822.97	9,214.64
Worker's Compensation @1.25%	1,371.19	134.47	1,505.66
State Unemployment	0.00	0.00	0.00
TOTAL MANDATED BENEFITS	9,762.86	957.44	10,720.30
EMPLOYER BENEFITS			
Health Insurance (\$450 p/mo) 2@85%; 1 @100% (JC 2@ 15%)	14,580.00	1,620.00	16,200.00
Dental Insurance (\$19.86/mo)2@85%; 1@100% (JC-2@15%)	643.46	71.50	714.96
Life Insurance (\$6.40/mo) 2@85%; 1@100% (JC-2@15%)	207.36	23.04	230.40
Vision Insurance NEVER REQUESTED	0.00	0.00	0.00
Retirement @ retirement plan contribution @ 15.32%	15,610.32	6,119.04	21,729.36
TOTAL EMPLOYER BENEFITS	31,041.14	7,833.58	38,874.72
MAINTENANCE AND OPERATIONS			
Rent (In-Kind) \$1500.00/mo	0.00	15,600.00	15,600.00
Building Depreciation	0.00	0.00	0.00
Communications (cell phone \$100.00 per month)	1,200.00	0.00	1,200.00
Office Supplies for Victim Witness	1,504.34	0.00	1,504.34
Computers for Victim Witness	2,500.00	0.00	2,500.00
Printing Materials for Victim Witness	1,500.00	0.00	1,500.00
\$20.00 gas cards for needed ancillary services	300.00	0.00	300.00
Victim Witness Travel for Criminal Justice Process	1,500.00	0.00	1,500.00
TOTAL MAINTENANCE AND OPERATIONS	8,504.34	15,600.00	24,104.34

STATE OF ARKANSAS
COUNTY OF JEFFERSON
QUORUM COURT

ORDINANCE NO. 2021- _____

AN ORDINANCE REQUIRING PERIODIC REPORTS FROM THE VARIOUS
BOARDS AND COMMISSIONS OF THE COUNTY FOR REVIEW BY THE
COUNTY JUDGE AND RELATED PURPOSES.

BE IT ENACTED BY THE QUORUM COURT OF THE COUNTY OF
JEFFERSON, STATE

WHEREAS, the public holds the County Judge accountable for the actions of county government, whether or not the action taken is by the county departments subject to the immediate control of the County Judge and Quorum Court, or is an action of one of the many county boards, commissions, task forces, or similar body; and

WHEREAS, to be informed of the activities of these bodies, and better able to respond to inquiries from the public, each body should cause to be submitted to the County Judge, regular, periodic reports setting forth the activities of the body, and any anticipated actions which will affect the community at large;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY OF JEFFERSON:

Section 1. Beginning with November 2021, each board, commission, task force, board of trustees, committee, or like the body of the county shall file a monthly report, due on the first business day of the subject month, articulating the actions taken by the body during the previous month, and including in addition to that a copy of the minutes of any meeting of the body during the month.

Section 2. Beginning in January 2022 and in January of subsequent years, each such body shall file an annual report, due no later than January 31st, summarizing the activities and accomplishments of the body for the

AN ORDINANCE REQUIRING PERIODIC REPORTS FROM THE VARIOUS BOARDS AND COMMISSIONS OF THE COUNTY FOR REVIEW BY THE COUNTY JUDGE AND RELATED PURPOSES.

previous year; we are setting forth the goals and objectives for the body for the following year, including the name of each member of the body and the expiration date of the member's term.

Section 3. Suppose the board or commission is already required by state law or local ordinance to file a monthly or annual report. In that case, that report will suffice to meet the requirements of this ordinance, except an annual report will not suffice the requirement to file a monthly report, nor does a monthly report suffice to meet the requirement of an annual report.

Section 4. The reports required by this ordinance shall be signed by the body's chair or their designee. The report shall be filed with the County Clerk.

Section 5. The reports are public records and subject to public inspection and copying pursuant to the Arkansas Freedom of Information Act.

Section 6. The sections, sentences, and phrases of this ordinance are declared to be severable, and should a section, sentence, or phrases be declared unlawful, the remaining sections, sentences, and phrases shall continue to be enforced.

Section 7. All ordinances and parts of ordinances in conflict herewith are repealed to the extent of the conflict.

Section 8. This Ordinance being of a general or permanent nature, the clerk will ensure its publication as the law requires.

Section 9. This ordinance shall be in full force and effect from and after its passage and approval.

AN ORDINANCE REQUIRING PERIODIC REPORTS FROM THE VARIOUS BOARDS AND COMMISSIONS OF THE COUNTY FOR REVIEW BY THE COUNTY JUDGE, AND RELATED PURPOSES.

BY:

Jimmy Fisher
JUSTICE OF THE PEACE
JEFFERSON COUNTY, ARKANSAS

APPROVED:

GERALD ROBINSON
JEFFERSON COUNTY JUDGE
JEFFERSON COUNTY, ARKANSAS

Date_____

APPROVED BY:

TERRY WYNNE
COUNTY ATTORNEY
JEFFERSON COUNTY, ARKANSAS

ATTEST:

SHAWNDRA TAGGART
JEFFERSON COUNTY CLERK
JEFFERSON COUNTY, ARKANSAS

Date_____

State of Arkansas
County of Jefferson
Quorum Court

APPROPRIATION ORDINANCE NO. 2021-_____

AN APPROPRIATION ORDINANCE TO TRANSFER FUNDS WITHIN FUND 1000 COUNTY GENERAL – COUNTY CLERK.

BE IT ENACTED THE QUORUM COURT OF THE COUNTY OF JEFFERSON, STATE OF ARKANSAS.

Article I. The County Judge is now authorized to transfer \$1,665.67 within Fund 1000-101 County Clerk as detailed in the attachment.

Article II. The County Judge is now authorized to approve the distribution as outlined in the attachment.

Article III. This Appropriation Ordinance shall be in full force and effect from and after its passage and approval.

AN APPROPRIATION ORDINANCE TO TRANSFER FUNDS
WITHIN FUND 1000 COUNTY GENERAL – COUNTY CLERK.

BY:

Jimmy Fisher
JUSTICE OF THE PEACE
JEFFERSON COUNTY, ARKANSAS

APPROVED:

GERALD ROBINSON
JEFFERSON COUNTY JUDGE
JEFFERSON COUNTY, ARKANSAS

Date _____

Attachment – 1 page

APPROVED BY:

TERRY WYNNE
COUNTY ATTORNEY
JEFFERSON COUNTY, ARKANSAS

ATTEST:

SHAWNDRAG TAGGART
JEFFERSON COUNTY CLERK
JEFFERSON COUNTY, ARKANSAS

Date _____



Voter Registration
Financial Records

Shawndra Taggart

Jefferson County Clerk
P. O. Box 6317
Pine Bluff, AR 71611
(870) 541-5322
(870) 541-5324 Fax



Marriage License
Probate

September 10, 2021

To: County Judge Gerald Robinson
Quorum Court Members

From: Shawndra Taggart

RE: Transfers

Please accept this letter as a formal request to transfer appropriations between line items to balance group totals and eliminate negative line items.

Reduce 1000-101-3073	\$1,056.10
Reduce 1000-101-3090	\$105.77
Reduce 1000-101-2001	\$503.80
Increase 1000-101-2024	\$1,056.10
Increase 1000-101-3030	\$90.18
Increase 1000-101-3101	\$15.59
Increase 1000-101-2006	\$503.80

Thanks in advance,

Shawndra Taggart

Shawndra Taggart
Jefferson County Clerk