

MINUTES

On this the 9th day of December, 2024 the Commissioners Court of Jack County, Texas met in Regular Session at 10:12 a.m. beginning with a prayer and the pledge of allegiance to the American flag and Texas flag with the following individuals present:

Brian Keith Umphress  
Gary Oliver  
Kenny Salazar  
Henry D. Birdwell Jr.  
Terry Ward  
Vanessa James  
Brad Campsey  
Frank Hefner  
Kim Dungan  
Scott Simonton

County Judge  
Commissioner Precinct 1  
Commissioner Precinct 2  
Commissioner Precinct 3  
Commissioner Precinct 4  
County Clerk  
County Treasurer  
EMC/IT  
Assistant Auditor  
Chief Deputy Jail Administration

**FILED FOR RECORD**  
\_\_\_\_\_ O'CLOCK \_\_\_\_\_ M  
DEC 23 2024  
VANESSA JAMES, County Clerk  
JACK COUNTY, TEXAS  
BY \_\_\_\_\_ DEPUTY

The following members of the public were in attendance: No members of the public were in attendance.

PUBLIC FORUM

No members of the public spoke.

PAYMENT OF ACCOUNTS AND CLAIMS

Judge Umphress made a motion to pay all accounts and claims submitted for approval. Motion was seconded by Commissioner Salazar and passed. (4-0) Commissioner Oliver abstained from the vote.

CONSENT AGENDA ITEMS

- (a) Approval of Minutes of Meeting for December 9, 2024;
- (b) Review and Acceptance of Tax Assessor/Collector Report for October 2024;
- (c) Approval/Renewal of Performance Bond and Oath for Jack County Deputy Sheriff Joey Highfill;
- (d) Approval of Contractual agreement between Management & Training Corporation – MTC Lindsey State Jail and Jack County Emergency Operations;
- (e) Approval of “Firearm Sale Agreement” between Retiring Sheriff and Jack County Sheriff’s Office to purchase Glock 17 firearm;
- (f) Approval of 2025 Wrecker Rotation List submitted by Sheriff’s Office;
- (g) Approval of 2025 Bail Bond List submitted by Sheriff’s Office;
- (h) Acceptance of Extension Activity and Travel Reports for Taylor Chapa and Alinda Cox;
- (i) Reappointment of Dr. Laura M. Pierce County Health Authority in accordance with Texas Health and Safety Code §121.021;

Judge Umphress made a motion to approve Consent Agenda Items as presented. The motion was seconded by Commission Oliver and passed unanimously. (5-0)

TIMED AGENDA ITEMS

None.

AUTHORIZE COUNTY JUDGE TO EXECUTE NEW INMATE HOUSING CONTRACT BETWEEN ARCHER AND JACK COUNTIES

Motion was made by Commissioner Ward to authorize the execution of a new inmate housing contract between Archer and Jack Counties. Motion was seconded by Commissioner Birdwell and passed unanimously. (5-0)

DISCUSSION AND ACTION TO AMEND THE CITY TELE COIN “CORRECTIONAL COMMUNICATIONS AGREEMENT”

Motion was made by Commissioner Birdwell to amend the City Tele Coin “Correctional Communications Agreement”. Motion was seconded by Commissioner Ward and passed unanimously. (5-0)

DISCUSSION AND POSSIBLE ACTION TO DEVELOP THE POLICY AND PROCEDURES  
FOR JACK COUNTY 911 ADDRESSING

Frank presented an example of a policy for the Court to look at and come together to make a policy. No action taken at this time.

DISCUSSION AND POSSIBLE ACTION TO ENTER INTO AN AGREEMENT AND  
AUTHORIZE COUNTY JUDGE TO SIGN SAID AGREEMENT BETWEEN STRATEGIC  
ECONOMIC (SEE) AND JACK COUNTY FOR THE PURPOSE OF WRITING GRANTS  
AND CONSULTING SERVICES

Motion was made by Commissioner Birdwell to enter into an agreement and authorize the County Judge to sign said agreement between Strategic Economic and Jack County to write grants and consulting services. Motion was seconded by Commissioner Ward and it passed unanimously.  
(5-0)

REPORT, DISCUSSION, AND POSSIBLE ACTION ON INFORMATION FROM  
EMPLOYEE ADVISORY COMMITTEE REGARDING NEWLY CREATED HUMAN  
RESOURCES DEPARTMENT

The committee recommends that the Court approve moving Kim Dungan over to the HR payroll position and make the office a stand-alone position under the direction of the Commissioners Court and the County Judge. They also recommend possibly having the office where the Juvenile Probation Office is currently located.

Motion was made by Commissioner Birdwell to accept the recommendation of the Committee on the hiring of Kim Dungan for the HR position. Commissioner Ward seconded the motion and it passed. 4-1 Commissioner Oliver voted against

EXECUTIVE SESSION: IN COMPLIANCE WITH SECTION 551.074 OF THE TEXAS  
GOVERNMENT CODE, (1) TO DELIBERATE THE APPOINTMENT, EMPLOYMENT,  
EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE, OR DISMISSAL OF A PUBLIC  
OFFICER OR EMPLOYEE; OR (2) TO HEAR A COMPLAINT OR CHARGE AGAINST AN  
OFFICER OF EMPLOYEE

Go into Executive Session at 1:39 p.m.  
Close Executive Session 2:26 p.m.

RECONVENE TO OPEN SESSION TO CONSIDER ACTION, IF ANY, ON ITEMS  
DISCUSSED IN EXECUTIVE SESSION

No action taken at this time.

DISCUSSION OF COMMISSIONER PRECINCT OPERATIONS

Discussion made, no action taken.

REPORTS, IF ANY, BY OTHER DEPARTMENT HEADS

The County Judge asked that the Treasurer and Auditor advise the Commissioners of any purchases from any department that are out of the ordinary.

Discussion made, no action taken.

FUTURE AGENDA ITEMS

Hiring position in the Treasurer's Office.

ADJOURNMENT

There being no further business motion was made by Commissioner Birdwell to adjourn. Commissioner Salazar seconded the motion to adjourn, and the motion passed unanimously.  
(5-0)

The meeting was adjourned at 2:41 p.m.

  
\_\_\_\_\_  
Brian Keith Umphress County Judge

  
\_\_\_\_\_  
Gary Oliver, Commissioner Pct. #1

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Kenny Salazar, Commissioner Pct. #2

  
\_\_\_\_\_  
Henry Birdwell, Jr. Commissioner Pct. #3

  
\_\_\_\_\_  
Terry Ward, Commissioner Pct. #4

ATTEST:  
  
\_\_\_\_\_  
Vanessa James, County Clerk

