

COMMISSIONERS COURT AGENDA
Tuesday, March 11, 2025
9:30 a.m.



Striving for Excellence

COMMISSIONERS COURT
Neal Franklin, County Judge
Commissioner Christina Drewry, Precinct 1
Commissioner John Moore, Precinct 2
Commissioner J Scott Herod, Precinct 3
Commissioner Ralph Caraway Sr, Precinct 4



**COUNTY OF SMITH
COMMISSIONERS COURT
200 E. Ferguson, Suite 100
Tyler, Texas 75702**

Phone: (903) 590-4605

Fax: (903) 590-4615

Pursuant to Chapter 551 of the Texas Government Code, this notice is to advise that a regular meeting of the **Smith County Commissioners Court** will be held at **9:30 a.m. on Tuesday, March 11, 2025**, in the **Smith County Commissioners Courtroom** on the 1st floor of the **Smith County Courthouse Annex**, 200 E. Ferguson, Tyler, Texas.

Questions regarding this agenda should be directed to Commissioners Court Administrative Assistant at 903-590-4605. The agenda is available on the County's website (<http://www.smith-county.com>).

**CALL TO ORDER
DECLARE A QUORUM PRESENT
DECLARE LEGAL NOTICES POSTED AND COURT DULY CALLED
INVOCATION
PLEDGE OF ALLEGIANCE**

PUBLIC COMMENT: Members of the public who have previously filled out a participation form have an opportunity to address the Commissioners Court on agenda items. The Court is unable to deliberate on non-agenda items. If you desire to request a matter on a future agenda, you may make the request to a member of Commissioners Court. Individual comments are limited to a maximum of three (3) minutes. If you wish to address the Court, obtain a public participation form at the Commissioners Court entryway and submit the completed form to a staff member before the meeting begins. Please be mindful of the Commissioners Court Rules of Procedure, Conduct and Decorum when making your comments and/or attending public meetings.

OPEN SESSION:

PRESENTATIONS

1. Receive presentation from the Road and Bridge Department.

COURT ORDERS

ELECTION'S OFFICE

2. Consider and take necessary action to approve the following Facility Use Agreements for 2025:
 - a. Glass Recreation Center,
 - b. St. Louis Baptist Church,
 - c. Whitehouse Methodist Church, and
 - d. Cross Brand Cowboy Church.

FIRE MARSHAL/ EMERGENCY MANAGEMENT

3. Consider and take necessary action to approve the Emergency Support Function (ESF) 4, Firefighting, Annex of the Smith County Emergency Operations Plan (EOP), allow the county judge to sign all related documentation.
4. Consider and take necessary action to approve the Emergency Support Function (ESF) 8, Public Health and Medical, Annex of the Smith County Emergency Operations Plan (EOP), allow the county judge to sign all related documentation.
5. Consider and take necessary action to approve the award of \$31,174.97 from the Federal Emergency Management Agency for Public Assistance in relation to County Road 381 for disaster number DR-4781, allow the county judge to sign all related documentation.

RECURRING BUSINESS

COMMISSIONERS COURT

6. Receive monthly reports from Smith County departments.

ROAD AND BRIDGE

7. Consider and take necessary action to authorize the county judge to sign the:
 - a. Final Plat for the Joey Garrett Subdivision, Precinct 2, and
 - b. Final Flat for the Mitch Brown Addition, Precinct 1.

AUDITOR'S OFFICE

8. Consider and take necessary action to approve and/or ratify payment of accounts, bills, payroll, transfer of funds, amendments, and health claims.

EXECUTIVE SESSION: For purposes permitted by Texas Government Code, Chapter 551, entitled Open Meetings, Sections 551.071, 551.072, 551.073, 551.074, 551.0745, 551.075, and 551.076. The Commissioners Court reserves the right to exercise its discretion and may convene in executive session as authorized by the Texas Government Code, Section 551.071, et seq., on any of the items listed on its formal or briefing agendas.

ADJOURN

SMITH COUNTY COURTHOUSE ANNEX ACCESSIBILITY STATEMENT FOR DISABLED PERSONS This meeting site is accessible to disabled persons as follows: Entrance to the Courthouse Annex is accessible through the front entrance on the south side of the Courthouse Annex located at 200 E. Ferguson. A wheelchair ramp provides access to the front entrance. The Commissioners Courtroom is on the first floor. If any special assistance or accommodations are needed in order to attend a Commissioners Court meeting, please contact Commissioners Court staff at 903-590-4605, in advance, so accommodations can be arranged.

Date: 3/7/2025

Time: 2:00 p



NEAL FRANKLIN, COUNTY JUDGE

Posted By: Jennafer Bell

1

SMITH COUNTY COMMISSIONERS COURT AGENDA ITEM REQUEST FORM

Submission Date: 2/25/2025	Submitted by: Jennafer Bell
Meeting Date: 3/11/2025	Department: RB
Item Requested is: <input type="checkbox"/> For Action/Consideration <input checked="" type="checkbox"/> For Discussion/Report	
Title: Road and Bridge Presentation	
Agenda Category: <input type="radio"/> Briefing Session <input type="radio"/> Recurring Business <input type="radio"/> Court Orders <input type="radio"/> Resolution <input checked="" type="radio"/> Presentation <input type="radio"/> Executive Session	
Agenda Wording: Receive presentation from the Road and Bridge Department.	
Background: NA	
Financial and Operational Impact: NA	
Attachments: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Is a Budget Amendment Necessary? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Does Document Require Signature? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Return Signed Documents to the following:	
Name:	Email:
Name:	Email:
Name:	Email:
Name:	Email:

Note: This is the only form required for agenda requests, with the exception of backup materials or attachments. This form should be completed and emailed to Agenda@smith-county.com and include any necessary attachments. **Deadline is Tuesday at 5:00pm a week before the next scheduled Commissioners Court meeting. Please make sure the requested agenda item has been proactively vetted with the appropriate reviewing individuals and obtained their signature as reviewed.** Regular Court Meetings are at 9:30am on Tuesdays each week.

SUBMIT

Office Use Only
Agenda Item # _____

2

SMITH COUNTY COMMISSIONERS COURT AGENDA ITEM REQUEST FORM

Submission Date: 03/05/2025	Submitted by: Michelle Allcon
Meeting Date: 03/11/2025	Department: Elections Administration
Item Requested is: <input checked="" type="checkbox"/> For Action/Consideration <input type="checkbox"/> For Discussion/Report	
Title: Elections	
Agenda Category: <input type="radio"/> Briefing Session <input type="radio"/> Recurring Business <input checked="" type="radio"/> Court Orders <input type="radio"/> Resolution <input type="radio"/> Presentation <input type="radio"/> Executive Session	
Agenda Wording: Consider and take necessary action to approve the following Facility Use Agreements for 2025: Glass Recreation Center St. Louis Baptist Church Whitehouse Methodist Church Crossbrand Cowboy Church	
Background:	
Financial and Operational Impact:	
Attachments: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Is a Budget Amendment Necessary? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Does Document Require Signature? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Return Signed Documents to the following:	
Name: Michelle Allcon	Email: mallcon@smith-county.com
Name:	Email:
Name:	Email:
Name:	Email:

Note: This is the only form required for agenda requests, with the exception of backup materials or attachments. This form should be completed and emailed to Agenda@smith-county.com and include any necessary attachments. **Deadline is Tuesday at 5:00pm a week before the next scheduled Commissioners Court meeting. Please make sure the requested agenda item has been proactively vetted with the appropriate reviewing individuals and obtained their signature as reviewed.** Regular Court Meetings are at 9:30am on Tuesdays each week.

SUBMIT

Office Use Only
Agenda Item # _____

FACILITIES USE AGREEMENT

Glass Recreation Center

This Agreement is made this ___ day of _____, 202___, by and between **Glass Recreation Center** (hereinafter know as Facility) and **Smith Count Elections Administration**, (hereinafter knows as "User.")

1. Premises: Facility grants to User the use of that portion of the Facility, located at 501 W 32nd St, Tyler, Texas, described in Section 1(a), on the terms and conditions of this Agreement and solely for the purpose of conducting **May 3, 2025, November 4, 2025, or any called special election** (the "Events").

(a) User is granted the right to use the following areas ("**Premises**") of the Facility for the Events:
Assigned Room

User is further granted the non-exclusive right to use the parking lot associated with the Facility for vehicle parking in connection with the Event, at no charge.

(b) This Agreement does not entitle User or the User's servants, employees, agents, or invitees to occupy, enter, or use any other portion of the Facility not specifically described herein.

(c) User shall provide all personnel necessary to staff the Events and ensure the safety of all participants as well as the appropriate supervision of the Events and the Facility.

(d) User will be responsible for removing all of its property from the Facility immediately following the expiration of the Use Period described in Section 2.

2. Use Dates: User may occupy and use the Facility during the following times ("Use Period"):

May 3, 2025 Election Dates:

May 2, 2025-Equipment Drop Off (a specific time to be scheduled in advance)

May 3, 2025-Election Day

May 5, 2025-Equipment Pick Up (a specific time to be scheduled in advance)

November 4, 2025 Election Dates:

November 3, 2025- Equipment Drop Off (a specific time to be scheduled in advance)

November 4, 2025-Election Day

November 5, 2025- Equipment Pick Up (a specific time to be scheduled in advance)

3. Payment Terms for Public Building: As consideration for the use of the Facility, and the following Texas Election Code, there will be no charge to User, if building is a public building.

Texas Election Code, Sec. 43.033. CONSIDERATION FOR USE OF PUBLIC BUILDING AS POLLING PLACE. (a) No charge, including a charge for personnel, utilities, or other expenses incurred before or after regular business hours, may be made for the use of a public building for a polling place if the day of the election is a day on which the building is normally open for business. If the day of the election is a day on which the building is not normally open for business, a charge may be made only for reimbursement for the actual expenses resulting from use of the building in the election. (b) The reimbursing authority is entitled to an itemized statement of expenses before making remittance. (c) A person commits an offense if the person assesses a charge for the use of a public building for a polling place in violation of Subsection (a). An offense under this subsection is a Class C misdemeanor.

4. Changes to Event Requirements: Event setup details needs to be sent to Facility attention: Staci Lara at least seven (7) days prior to the first day of the event.

5. **Cancellation by User:** User may cancel the Event at any time by giving written notice of cancellation to Facility.
6. **Cancellation by Facility:** Facility agrees not to cancel the Events dates.
7. **Force Majeure:** Neither party hereto will be liable or responsible to the other for any loss or damage or for any delays or failure to perform due to causes beyond its reasonable control including acts of God, strikes, epidemics, war, riots, flood, fire, sabotage, or any other circumstances of like character ("force majeure occurrence"). Provided, however, in the event of a force majeure occurrence, User agrees to use its best efforts to mitigate the impact of the occurrence so that Facility may continue to provide services during the occurrence.
8. **Alcoholic Beverages:** No alcoholic beverages are permitted at these events.
9. **Signs and Displays:** Facility agrees to allow electioneering near Facility in accordance with the following Texas Election Code.

Texas Election Code, Sec. 61.003. ELECTIONEERING AND LOITERING NEAR POLLING PLACE. (a) A person commits an offense if, during the voting period and within 100 feet of an outside door through which a voter may enter the building in which a polling place is located, the person: (1) loiters; or (2) electioneers for or against any candidate, measure, or political party. (a-1) The entity that owns or controls a public building being used as a polling place may not, at any time during the voting period, prohibit electioneering on the building's premises outside of the area described in Subsection (a), but may enact reasonable regulations concerning the time, place, and manner of electioneering. (b) In this section: (1) "Electioneering" includes the posting, use, or distribution of political signs or literature. The term does not include the distribution of a notice of a party convention authorized under Section 172.1114. (2) "Voting period" means the period beginning when the polls open for voting and ending when the polls close or the last voter has voted, whichever is later. (c) An offense under this section is a Class C misdemeanor.

10. **Cameras:** No camera(s) are allowed inside the polling location (Section 61.014b of the Texas Election Code). If there is a camera(s), Facility agrees to either turn off the camera(s) or agrees to covering the camera(s). If the facility does not turn off or cover the camera(s), the workers will do so in a way that will limit contact with the camera(s).
11. **Smoking:** No smoking is allowed inside Facility. This includes, but is not limited to: cigarettes, cigars, pipes, water pipes (hookah), bidis, kreteks, electronic cigarettes, smokeless tobacco, snuff, chewing tobacco and all other tobacco products.
12. **Carry Policy:** No handguns are allowed in Facility during Events. This prohibition is listed in Section 46.03(a) and 46.15 of the Texas Penal Code.
13. **Public Safety:** User will conduct all activities under this Agreement in compliance with all applicable law and with due regard for public safety. All portions of the sidewalks, entries, doors, passages, vestibules, halls, corridors, stairways, passageways, and all ways of access to public utilities of the Facility shall be kept unobstructed by the User and shall not be used for any purpose other than ingress to or egress from the Premises. User shall not bring onto the Facility or Premises any material, substances, equipment, or object that is likely to endanger the life of, or to cause bodily injury to, any person on the Premises or that is likely to constitute a hazard to property. User may not install or operate any engine, motor, or other machinery, or use gas or flammable substances, in the Facility.
14. **Removal of Property:** All materials brought into the Facility by User will be removed before the expiration date of the Use Period. All Facility owned furniture will be returned to original location(s).
15. **Compliance with Laws and Regulations:** User shall comply with all laws of the United States and of

the State of Texas and User will require that User's agents, servants, employees, contractors, guests and invitees comply with the same. Without limitation of the foregoing, User must present the event in a manner that achieves full compliance with all applicable provisions of the Americans with Disabilities Act.

16. **Complete Agreement:** This Agreement constitutes the entire understanding of the parties hereto relating to the subject matter hereof and supersedes any and all prior agreements, written or oral, between Facility and User. No modifications or amendments, if any, of the terms hereof shall be valid or binding unless made in writing and signed by Facility and User.
17. **Miscellaneous:** Each of the undersigned represents that he or she is duly authorized and empowered to sign this Agreement and bind the party for which he or she signs to this Agreement. This Agreement and any exhibits attached hereto represent the entire agreement of the parties with respect to the subject matter hereof, and may not be varied without the prior written consent of the parties. This Agreement is binding on the respective successors, assigns and legal representatives of the parties.

FACILITY
GLASS RECREATION CENTER

Signature: *Staci Lara*

Printed Name: Staci Lara

Title: Supervisor

Date: 1/24/24

Mailing Address:

501 W 32nd St

Tyler, TX 75702

USER
SMITH COUNTY ELECTIONS ADMINISTRATION

Signature:

Name: Michelle Allcon

Title: Smith County Elections Administrator

Date:

Signature:

Name: Neal Franklin

Title: Smith County Judge

Date:

Mailing Address:

Smith County Elections Administration

302 E Ferguson St

Tyler, TX 75702

FACILITIES USE AGREEMENT

Cross Brand Cowboy Church

This Agreement is made this 5 day of March, 2025, by and between **Cross Brand Cowboy Church** (hereinafter know as Facility) and **Smith County Elections Administration**, (hereinafter knows as "User.")

1. Premises: Facility grants to User the use of that portion of the Facility, located at 11915 FM 2015, Tyler, Texas, described in Section 1(a), on the terms and conditions of this Agreement and solely for the purpose of conducting **May 3, 2025, November 4, 2025, or any called special election** (the "Events").

(a) User is granted the right to use the following areas ("**Premises**") of the Facility for the Events:
Assigned Room

User is further granted the non-exclusive right to use the parking lot associated with the Facility for vehicle parking in connection with the Event, at no charge.

(b) This Agreement does not entitle User or the User's servants, employees, agents, or invitees to occupy, enter, or use any other portion of the Facility not specifically described herein.

(c) User shall provide all personnel necessary to staff the Events and ensure the safety of all participants as well as the appropriate supervision of the Events and the Facility.

(d) User will be responsible for removing all of its property from the Facility immediately following the expiration of the Use Period described in Section 2.

2. Use Dates: User may occupy and use the Facility during the following times ("Use Period"):

May 3, 2025 Election Dates:

May 2, 2025-Equipment Drop Off (a specific time to be scheduled in advance)

May 3, 2025-Election Day

May ~~5~~³, 2025-Equipment Pick Up (a specific time to be scheduled in advance)

November 4, 2025 Election Dates:

November 3, 2025- Equipment Drop Off (a specific time to be scheduled in advance)

November 4, 2025-Election Day

November 5, 2025- Equipment Pick Up (a specific time to be scheduled in advance)

3. Payment Terms for Non-Public Building: If Facility is not a public building, User will pay a rental/use fee of \$0.00/day for the use of Facility for Events.

4. Changes to Event Requirements: Event setup details needs to be sent to Facility attention: Mike Morrow at least seven (7) days prior to the first day of the event.

5. Cancellation by User: User may cancel the Event at any time by giving written notice of cancellation to Facility.

6. Cancellation by Facility: Facility agrees not to cancel the Events dates.

7. Force Majeure: Neither party hereto will be liable or responsible to the other for any loss or damage or for any delays or failure to perform due to causes beyond its reasonable control including acts of God, strikes, epidemics, war, riots, flood, fire, sabotage, or any other circumstances of like character ("force majeure occurrence"). Provided, however, in the event of a force majeure occurrence, User agrees to use its best efforts to mitigate the impact of the occurrence so that Facility may continue to provide services during the occurrence.

8. **Alcoholic Beverages:** No alcoholic beverages are permitted at these events.
9. **Signs and Displays:** Facility agrees to allow electioneering near Facility in accordance with the following Texas Election Code; signs are not required to be posted on the property of a non-public building. If signs are posted, Facility has the choice to remove signs and place them on the ground outside Facility property or give to election workers to return to campaigners if asked about the signs.

Texas Election Code, Sec. 61.003. ELECTIONEERING AND LOITERING NEAR POLLING PLACE. (a) A person commits an offense if, during the voting period and within 100 feet of an outside door through which a voter may enter the building in which a polling place is located, the person: (1) loiters; or (2) electioneers for or against any candidate, measure, or political party. (a-1) The entity that owns or controls a public building being used as a polling place may not, at any time during the voting period, prohibit electioneering on the building's premises outside of the area described in Subsection (a), but may enact reasonable regulations concerning the time, place, and manner of electioneering. (b) In this section: (1) "Electioneering" includes the posting, use, or distribution of political signs or literature. The term does not include the distribution of a notice of a party convention authorized under Section 172.1114. (2) "Voting period" means the period beginning when the polls open for voting and ending when the polls close or the last voter has voted, whichever is later. (c) An offense under this section is a Class C misdemeanor.

10. **Cameras:** No camera(s) are allowed inside the polling location (Section 61.014b of the Texas Election Code). If there is a camera(s), Facility agrees to either turn off the camera(s) or agrees to covering the camera(s). If the facility does not turn off or cover the camera(s), the workers will do so in a way that will limit contact with the camera(s).
11. **Smoking:** No smoking is allowed inside Facility. This includes, but is not limited to: cigarettes, cigars, pipes, water pipes (hookah), bidis, kreteks, electronic cigarettes, smokeless tobacco, snuff, chewing tobacco and all other tobacco products.
12. **Carry Policy:** No handguns are allowed in Facility during Events. This prohibition is listed in Section 46.03(a) and 46.15 of the Texas Penal Code.
13. **Public Safety:** User will conduct all activities under this Agreement in compliance with all applicable law and with due regard for public safety. All portions of the sidewalks, entries, doors, passages, vestibules, halls, corridors, stairways, passageways, and all ways of access to public utilities of the Facility shall be kept unobstructed by the User and shall not be used for any purpose other than ingress to or egress from the Premises. User shall not bring onto the Facility or Premises any material, substances, equipment, or object that is likely to endanger the life of, or to cause bodily injury to, any person on the Premises or that is likely to constitute a hazard to property. User may not install or operate any engine, motor, or other machinery, or use gas or flammable substances, in the Facility.
14. **Removal of Property:** All materials brought into the Facility by User will be removed before the expiration date of the Use Period. All Facility owned furniture will be returned to original location(s).
15. **Compliance with Laws and Regulations:** User shall comply with all laws of the United States and of the State of Texas and User will require that User's agents, servants, employees, contractors, guests and invitees comply with the same. Without limitation of the foregoing, User must present the event in a manner that achieves full compliance with all applicable provisions of the Americans with Disabilities Act.
16. **Complete Agreement:** This Agreement constitutes the entire understanding of the parties hereto relating to the subject matter hereof and supersedes any and all prior agreements, written or oral, between Facility and User. No modifications or amendments, if any, of the terms hereof shall be valid or binding unless made in writing and signed by Facility and User.

17. **Miscellaneous:** Each of the undersigned represents that he or she is duly authorized and empowered to sign this Agreement and bind the party for which he or she signs to this Agreement. This Agreement and any exhibits attached hereto represent the entire agreement of the parties with respect to the subject matter hereof, and may not be varied without the prior written consent of the parties. This Agreement is binding on the respective successors, assigns and legal representatives of the parties.

FACILITY
CROSSBRAND COWBOY CHURCH

Signature: 

Printed Name: Brett Wells

Title: Executive Pastor

Date: 3-5-25

Mailing Address:
11915 FM 2015
Tyler, TX 75708

USER
SMITH COUNTY ELECTIONS ADMINISTRATION

Signature:

Name: Michelle Allcon

Title: Smith County Elections Administrator

Date:

Signature:

Name: Neal Franklin

Title: Smith County Judge

Date:

Mailing Address:
Smith County Elections Administration
302 E Ferguson St
Tyler, TX 75702

FACILITIES USE AGREEMENT
Whitehouse Methodist Church

This Agreement is made this ___ day of _____, 202___, by and between **Whitehouse Methodist Church** (hereinafter know as Facility) and **Smith County Elections Administration**, (hereinafter knows as "User.")

1. Premises: Facility grants to User the use of that portion of the Facility, located at 405 W Main St, Whitehouse, Texas, described in Section 1(a), on the terms and conditions of this Agreement and solely for the purpose of conducting **May 3, 2025, November 4, 2025, or any called special election** (the "Events").

(a) User is granted the right to use the following areas ("**Premises**") of the Facility for the Events
Assigned Room: Fellowship Hall

User is further granted the non-exclusive right to use the parking lot associated with the Facility for vehicle parking in connection with the Event, at no charge.

(b) This Agreement does not entitle User or the User's servants, employees, agents, or invitees to occupy, enter, or use any other portion of the Facility not specifically described herein.

(c) User shall provide all personnel necessary to staff the Events and ensure the safety of all participants as well as the appropriate supervision of the Events and the Facility.

(d) User will be responsible for removing all of its property from the Facility immediately following the expiration of the Use Period described in Section 2.

2. Use Dates: User may occupy and use the Facility during the following times ("Use Period"):

May 3, 2025 Election Dates:

April 21, 2025-Equipment Drop Off and Set Up (a specific time to be scheduled in advance)

April 22-25, 2025-Early Voting

April 28-29, 2025-Early Voting

May 3, 2025-Election Day

May 5, 2025-Equipment Pick Up (a specific time to be scheduled in advance)

November 4, 2025 Election Dates:

October 17, 2025-Equipment Drop Off (a specific time to be scheduled in advance)

October 19, 2025-Equipment Set up

October 20-31, 2025-Early Voting

November 4, 2025-Election Day

November 5, 2025- Equipment Pick Up (a specific time to be scheduled in advance)

3. Payment Terms for Non-Public Building: If Facility is not a public building, User will pay a rental/use fee of **\$75.00/day** for the use of Facility for Events.

4. Changes to Event Requirements: Event setup details needs to be sent to Facility attention: Paul Rider at least seven (7) days prior to the first day of the event.

5. Cancellation by User: User may cancel the Event at any time by giving written notice of cancellation to Facility.

6. Cancellation by Facility: Facility agrees not to cancel the Events dates.

7. Force Majeure: Neither party hereto will be liable or responsible to the other for any loss or damage or for any delays or failure to perform due to causes beyond its reasonable control including acts of

God, strikes, epidemics, war, riots, flood, fire, sabotage, or any other circumstances of like character ("force majeure occurrence"). Provided, however, in the event of a force majeure occurrence, User agrees to use its best efforts to mitigate the impact of the occurrence so that Facility may continue to provide services during the occurrence.

8. **Alcoholic Beverages:** No alcoholic beverages are permitted at these events.
9. **Signs and Displays:** Facility agrees to allow electioneering near Facility in accordance with the following Texas Election Code; signs are not required to be posted on the property of a non-public building. If signs are posted, Facility has the choice to remove signs and place them on the ground outside Facility property or give to election workers to return to campaigners if asked about the signs.

Texas Election Code, Sec. 61.003. ELECTIONEERING AND LOITERING NEAR POLLING PLACE. (a) A person commits an offense if, during the voting period and within 100 feet of an outside door through which a voter may enter the building in which a polling place is located, the person: (1) loiters; or (2) electioneers for or against any candidate, measure, or political party. (a-1) The entity that owns or controls a public building being used as a polling place may not, at any time during the voting period, prohibit electioneering on the building's premises outside of the area described in Subsection (a), but may enact reasonable regulations concerning the time, place, and manner of electioneering. (b) In this section: (1) "Electioneering" includes the posting, use, or distribution of political signs or literature. The term does not include the distribution of a notice of a party convention authorized under Section 172.1114. (2) "Voting period" means the period beginning when the polls open for voting and ending when the polls close or the last voter has voted, whichever is later. (c) An offense under this section is a Class C misdemeanor.

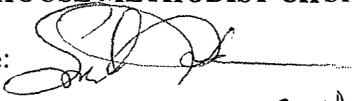
10. **Cameras:** No camera(s) are allowed inside the polling location (Section 61.014b of the Texas Election Code). If there is a camera(s), Facility agrees to either turn off the camera(s) or agrees to covering the camera(s). If the facility does not turn off or cover the camera(s), the workers will do so in a way that will limit contact with the camera(s).
11. **Smoking:** No smoking is allowed inside Facility. This includes, but is not limited to: cigarettes, cigars, pipes, water pipes (hookah), bidis, kreteks, electronic cigarettes, smokeless tobacco, snuff, chewing tobacco and all other tobacco products.
12. **Carry Policy:** No handguns are allowed in Facility during Events. This prohibition is listed in Section 46.03(a) and 46.15 of the Texas Penal Code.
13. **Public Safety:** User will conduct all activities under this Agreement in compliance with all applicable law and with due regard for public safety. All portions of the sidewalks, entries, doors, passages, vestibules, halls, corridors, stairways, passageways, and all ways of access to public utilities of the Facility shall be kept unobstructed by the User and shall not be used for any purpose other than ingress to or egress from the Premises. User shall not bring onto the Facility or Premises any material, substances, equipment, or object that is likely to endanger the life of, or to cause bodily injury to, any person on the Premises or that is likely to constitute a hazard to property. User may not install or operate any engine, motor, or other machinery, or use gas or flammable substances, in the Facility.
14. **Removal of Property:** All materials brought into the Facility by User will be removed before the expiration date of the Use Period. All Facility owned furniture will be returned to original location(s).
15. **Compliance with Laws and Regulations:** User shall comply with all laws of the United States and of the State of Texas and User will require that User's agents, servants, employees, contractors, guests and invitees comply with the same. Without limitation of the foregoing, User must present the event in a manner that achieves full compliance with all applicable provisions of the Americans with Disabilities Act.

16. **Complete Agreement:** This Agreement constitutes the entire understanding of the parties hereto relating to the subject matter hereof and supersedes any and all prior agreements, written or oral, between Facility and User. No modifications or amendments, if any, of the terms hereof shall be valid or binding unless made in writing and signed by Facility and User.

17. **Miscellaneous:** Each of the undersigned represents that he or she is duly authorized and empowered to sign this Agreement and bind the party for which he or she signs to this Agreement. This Agreement and any exhibits attached hereto represent the entire agreement of the parties with respect to the subject matter hereof, and may not be varied without the prior written consent of the parties. This Agreement is binding on the respective successors, assigns and legal representatives of the parties.

FACILITY
WHITEHOUSE METHODIST CHURCH

Signature:



Printed Name: Samuel G Hooker

Title: Pastor

Date: 2-20-25

Mailing Address:

405 W Main St,
Whitehouse, TX 75791

USER
SMITH COUNTY ELECTIONS ADMINISTRATION

Signature:

Name: Michelle Allcon

Title: Smith County Elections Administrator

Date:

Signature:

Name: Neal Franklin

Title: Smith County Judge

Date:

Mailing Address:

Smith County Elections Administration
302 E Ferguson St
Tyler, TX 75702

FACILITIES USE AGREEMENT

St. Louis Baptist Church

This Agreement is made this 26 day of February, 2025, by and between **St. Louis Baptist Church** (hereinafter know as Facility) and **Smith County Elections Administration**, (hereinafter knows as "User.")

- 1. Premises:** Facility grants to User the use of that portion of the Facility, located at 4000 Frankston Hwy, Tyler, Texas, described in Section 1(a), on the terms and conditions of this Agreement and solely for the purpose of conducting **May 3, 2025, November 4, 2025, or any called special election** (the "Events").
 - (a) User is granted the right to use the following areas ("**Premises**") of the Facility for the Events:
Assigned Room

User is further granted the non-exclusive right to use the parking lot associated with the Facility for vehicle parking in connection with the Event, at no charge.
 - (b) This Agreement does not entitle User or the User's servants, employees, agents, or invitees to occupy, enter, or use any other portion of the Facility not specifically described herein.
 - (c) User shall provide all personnel necessary to staff the Events and ensure the safety of all participants as well as the appropriate supervision of the Events and the Facility.
 - (d) User will be responsible for removing all of its property from the Facility immediately following the expiration of the Use Period described in Section 2.
- 2. Use Dates:** User may occupy and use the Facility during the following times ("Use Period"):
May 3, 2025 Election Dates:
May 2, 2025-Equipment Drop Off (a specific time to be scheduled in advance)
May 3, 2025-Election Day
May 5, 2025-Equipment Pick Up (a specific time to be scheduled in advance)

November 4, 2025 Election Dates:
November 3, 2025- Equipment Drop Off (a specific time to be scheduled in advance)
November 4, 2025-Election Day
November 5, 2025- Equipment Pick Up (a specific time to be scheduled in advance)
- 3. Payment Terms for Non-Public Building:** If Facility is not a public building, User will pay a rental/use fee of **\$0.00/day** for the use of Facility for Events.
- 4. Changes to Event Requirements:** Event setup details needs to be sent to Facility attention: Joe Jones at least seven (7) days prior to the first day of the event.
- 5. Cancellation by User:** User may cancel the Event at any time by giving written notice of cancellation to Facility.
- 6. Cancellation by Facility:** Facility agrees not to cancel the Events dates.
- 7. Force Majeure:** Neither party hereto will be liable or responsible to the other for any loss or damage or for any delays or failure to perform due to causes beyond its reasonable control including acts of God, strikes, epidemics, war, riots, flood, fire, sabotage, or any other circumstances of like character ("force majeure occurrence"). Provided, however, in the event of a force majeure occurrence, User agrees to use its best efforts to mitigate the impact of the occurrence so that Facility may continue to provide services during the occurrence.

8. **Alcoholic Beverages:** No alcoholic beverages are permitted at these events.
9. **Signs and Displays:** Facility agrees to allow electioneering near Facility in accordance with the following Texas Election Code; signs are not required to be posted on the property of a non-public building. If signs are posted, Facility has the choice to remove signs and place them on the ground outside Facility property or give to election workers to return to campaigners if asked about the signs.

Texas Election Code, Sec. 61.003. ELECTIONEERING AND LOITERING NEAR POLLING PLACE. (a) A person commits an offense if, during the voting period and within 100 feet of an outside door through which a voter may enter the building in which a polling place is located, the person: (1) loiters; or (2) electioneers for or against any candidate, measure, or political party. (a-1) The entity that owns or controls a public building being used as a polling place may not, at any time during the voting period, prohibit electioneering on the building's premises outside of the area described in Subsection (a), but may enact reasonable regulations concerning the time, place, and manner of electioneering. (b) In this section: (1) "Electioneering" includes the posting, use, or distribution of political signs or literature. The term does not include the distribution of a notice of a party convention authorized under Section 172.1114. (2) "Voting period" means the period beginning when the polls open for voting and ending when the polls close or the last voter has voted, whichever is later. (c) An offense under this section is a Class C misdemeanor.

10. **Cameras:** No camera(s) are allowed inside the polling location (Section 61.014b of the Texas Election Code). If there is a camera(s), Facility agrees to either turn off the camera(s) or agrees to covering the camera(s). If the facility does not turn off or cover the camera(s), the workers will do so in a way that will limit contact with the camera(s).
11. **Smoking:** No smoking is allowed inside Facility. This includes, but is not limited to: cigarettes, cigars, pipes, water pipes (hookah), bidis, kreteks, electronic cigarettes, smokeless tobacco, snuff, chewing tobacco and all other tobacco products.
12. **Carry Policy:** No handguns are allowed in Facility during Events. This prohibition is listed in Section 46.03(a) and 46.15 of the Texas Penal Code.
13. **Public Safety:** User will conduct all activities under this Agreement in compliance with all applicable law and with due regard for public safety. All portions of the sidewalks, entries, doors, passages, vestibules, halls, corridors, stairways, passageways, and all ways of access to public utilities of the Facility shall be kept unobstructed by the User and shall not be used for any purpose other than ingress to or egress from the Premises. User shall not bring onto the Facility or Premises any material, substances, equipment, or object that is likely to endanger the life of, or to cause bodily injury to, any person on the Premises or that is likely to constitute a hazard to property. User may not install or operate any engine, motor, or other machinery, or use gas or flammable substances, in the Facility.
14. **Removal of Property:** All materials brought into the Facility by User will be removed before the expiration date of the Use Period. All Facility owned furniture will be returned to original location(s).
15. **Compliance with Laws and Regulations:** User shall comply with all laws of the United States and of the State of Texas and User will require that User's agents, servants, employees, contractors, guests and invitees comply with the same. Without limitation of the foregoing, User must present the event in a manner that achieves full compliance with all applicable provisions of the Americans with Disabilities Act.
16. **Complete Agreement:** This Agreement constitutes the entire understanding of the parties hereto relating to the subject matter hereof and supersedes any and all prior agreements, written or oral, between Facility and User. No modifications or amendments, if any, of the terms hereof shall be valid or binding unless made in writing and signed by Facility and User.

17. **Miscellaneous:** Each of the undersigned represents that he or she is duly authorized and empowered to sign this Agreement and bind the party for which he or she signs to this Agreement. This Agreement and any exhibits attached hereto represent the entire agreement of the parties with respect to the subject matter hereof, and may not be varied without the prior written consent of the parties. This Agreement is binding on the respective successors, assigns and legal representatives of the parties.

FACILITY
ST. LOUIS BAPTIST CHURCH

Signature: *Janis High*

Printed Name: Janis High
Title: Office Administrator
Date:

Mailing Address:
PO BOX 131146
Tyler, TX 75713

USER
SMITH COUNTY ELECTIONS ADMINISTRATION

Signature:

Name: Michelle Allcon
Title: Smith County Elections Administrator
Date:

Signature:

Name: Neal Franklin
Title: Smith County Judge
Date:

Mailing Address:
Smith County Elections Administration
302 E Ferguson St
Tyler, TX 75702

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SMITH COUNTY COMMISSIONERS COURT AGENDA ITEM REQUEST FORM

Submission Date: 03/03/2025	Submitted by: Brandon Moore
Meeting Date: 03/11/2025	Department: Fire Marshal
Item Requested is: <input checked="" type="checkbox"/> For Action/Consideration <input type="checkbox"/> For Discussion/Report	
Title: Emergency Support Function 4-Firefighting	
Agenda Category: <input type="radio"/> Briefing Session <input type="radio"/> Recurring Business <input checked="" type="radio"/> Court Orders <input type="radio"/> Resolution <input type="radio"/> Presentation <input type="radio"/> Executive Session	
Agenda Wording: Consider and take necessary action to approve the Emergency Support Function (ESF) 4, Firefighting, annex of the Smith County Emergency Operations Plan (EOP), allow the County Judge to sign all related documentation and allow the Emergency Management Coordinator to submit to the Texas Division of Emergency Management.	
Background: This is an annex within the EOP pertaining to firefighting within the County.	
Financial and Operational Impact:	
Attachments: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Is a Budget Amendment Necessary? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Does Document Require Signature? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Return Signed Documents to the following:	
Name: Brandon Moore	Email: bmoore2@smith-county.com
Name: Chad Hogue	Email: chogue@smith-county.com
Name:	Email:
Name:	Email:

Note: This is the only form required for agenda requests, with the exception of backup materials or attachments. This form should be completed and emailed to Agenda@smith-county.com and include any necessary attachments. **Deadline is Tuesday at 5:00pm a week before the next scheduled Commissioners Court meeting. Please make sure the requested agenda item has been proactively vetted with the appropriate reviewing individuals and obtained their signature as reviewed.** Regular Court Meetings are at 9:30am on Tuesdays each week.

SUBMIT

Office Use Only
Agenda Item # _____



**Emergency Support Function (ESF) #4
Firefighting**

Record of Changes

#	Date	Description	Name/Initials
1		Annex F Conversion to ESF 4	

ESF Responsible Parties

Smith County Judge, Emergency Management Director

Print

Date

Sign

Primary Agency

City of Whitehouse Fire Department

Emergency Service District 1

Emergency Service District 2

Support Agencies:

Smith County Fire Marshal's Office

Smith County Office of Emergency Management

Smith County Sheriff's Office and other Law Enforcement Agencies

Smith County Road and Bridge Department

City of Tyler Fire Department

Northeast Texas Public Health District

Texas Forest Service

The American Red Cross

I. PURPOSE

Emergency Support Function (ESF) 4 provides a framework for coordinating and organizing firefighting and emergency management activities during incidents or disasters. The purpose of the ESF 4 annex is to ensure the effective and efficient deployment of firefighting resources, personnel, and capabilities to prevent, mitigate, respond to, and recover from incidents that pose a threat to public safety and property within a given jurisdiction. This annex establishes the roles, responsibilities, and coordination mechanisms among various agencies and organizations involved in firefighting efforts, promoting a unified and coordinated approach to emergency response.

Emergency Support Function (ESF) #4 Firefighting typically involves firefighting and Emergency Management services during incidents or disasters and provides local support for the detection and suppression of fires resulting from, or occurring coincidentally with, an incident requiring a coordinated response for assistance. ESF 4 operations often involves coordination between multiple agencies and levels of government.

The functions of the Hazardous Materials Emergency Response fall under the scope of the fire departments/districts, or other aiding entities, and are more clearly defined in ESF #10 Oil and Hazardous Materials Response.

The search and rescue functions also fall under the scope of the local fire departments/districts, or other aiding entities, and are accomplished with their support. The specific duties of that function as it relates to ESF #4 can be found in ESF #9 Search and Rescue.

II. SCOPE

Emergency Support Function (ESF) 4 establishes a comprehensive framework for coordinating and organizing firefighting and emergency management activities during incidents or disasters. The scope of the ESF 4 annex encompasses a range of key responsibilities and functions aimed at enhancing overall preparedness, response effectiveness, recovery efforts, and mitigation strategies. This includes activities such as training, equipment readiness, and resource identification to bolster the readiness of firefighting agencies. During response phases, the annex coordinates the deployment of firefighting resources, ensuring a unified and efficient approach to fire suppression, rescue operations, and collaboration with other emergency response entities. In the aftermath of incidents, the scope extends to recovery actions, encompassing damage assessment, rehabilitation, and assistance to individuals and businesses affected. Additionally, the annex addresses mitigation efforts, focusing on strategies like fire prevention, public education, and initiatives to enhance community resilience. Efficient resource management, including the allocation and utilization of personnel and equipment, remains a central aspect of the ESF 4 annex, supporting a coordinated response to safeguard public safety and property within the jurisdiction.

ESF #4 manages and coordinates firefighting activities, including the detection and suppression of fires and provides personnel, equipment, and supplies in support of local agencies involved in firefighting operations.

Specifically, ESF #4 Firefighting addresses, but is not limited to:

- Support to wildland, rural, and urban fire suppression, and mitigation operations.
- Incident management.
- Resource augmentation, such as mutual aid.
- Support additional Emergency Support Functions as needed.
- Respond to and support Technical Rescue Incidents.
- Ensures coordination of local aircraft in coordination with state assets.

ESF #4 is, in some capacity, and if able, depending on resources and scope of the disaster, responsible for, or responsible for the coordination of the following:

1. Planning:
 - Development and maintenance of firefighting plans for emergency response scenarios.
 - Coordination of plans with local, state, and federal firefighting agencies.
 - Integration of firefighting plans into the overall emergency response and recovery framework.
2. Operational Coordination:
 - Establishment of a clear incident command structure for firefighting operations.
 - Coordination with other ESFs, agencies, and stakeholders involved in firefighting activities.
 - Efficient use of communication systems to ensure real-time coordination.
3. Public Information and Warning:
 - Development and dissemination of timely and accurate information to the public regarding firefighting operations.
 - Implementation of strategies to address public concerns and inquiries related to fire incidents.
4. Access Control and Identity Verification:
 - Implementation of security measures for access control to critical firefighting facilities.
 - Coordination with law enforcement for identity verification and access control.
 - Collaboration with ESF 13 (Law Enforcement) for traffic management and security.
5. Logistics and Supply Chain Management:
 - Mobilization and deployment of firefighting resources, including personnel, equipment, and supplies.
 - Coordination with ESF 7 (Logistics) for efficient resource management and supply chain support.
 - Integration of technology for real-time tracking of firefighting resources.
6. Infrastructure Systems:
 - Assessment and management of critical infrastructure conditions affected by fires.
 - Rapid response to protect and mitigate damage to critical infrastructure.
 - Coordination with ESF 3 (Road and Bridge/Public Works) for infrastructure assessments and repairs.
7. Mass Care Services:
 - Coordination of firefighting support for mass care services, including

evacuation.

- Implementation of firefighting plans for the protection of affected populations.
- Collaboration with ESF 6 (Mass Care/Sheltering) for support to shelters.

8. Planning and Operational Support:

- Integration of firefighting planning into the overall emergency management process.
- Coordination with emergency management agencies for support.
- Regular updates and collaboration with incident command centers for situational awareness.

9. Supply Chain Integrity and Security:

- Implementation of measures to ensure the integrity and security of firefighting supply chains.
- Coordination with law enforcement and security agencies for supply chain protection.
- Utilization of technology for tracking and securing critical firefighting supplies.

10. Environmental and Cultural Stewardship:

- Assessment of environmental impact related to firefighting activities.
- Implementation of measures to minimize the environmental impact of firefighting operations.
- Coordination with cultural preservation agencies for the protection of sensitive areas.

11. Economic Recovery:

- Integration of firefighting planning into long-term economic recovery efforts.
- Coordination with businesses and industries for support in economic recovery.
- Collaboration with ESF 16 (Recovery) for firefighting-related recovery planning.

III. SITUATION AND PLANNING ASSUMPTIONS

A. Situation

1. The Emergency Support Function (ESF) 4 operates under specific situation and planning assumptions to facilitate effective preparedness and response efforts during incidents or disasters. Situational awareness is based on the assumption that various emergencies, including but not limited to structural fires, wildfires, hazardous material incidents, and other related events, may occur within the jurisdiction. Planning assumes

the potential for a range of scale and complexity, from localized incidents to larger, multi-agency responses, necessitating a flexible and scalable approach. Assumptions also consider the availability of local, regional, and state firefighting resources, as well as the need for mutual aid agreements and collaboration with other ESFs. The annex anticipates potential challenges such as resource constraints, communication disruptions, and changing weather conditions, emphasizing the importance of continuous training, coordination, and resource management. Planning assumes active engagement with the public, businesses, and other stakeholders to enhance community resilience and preparedness, recognizing that a proactive and collaborative approach is essential for effective emergency response within the jurisdiction.

2. The cities and jurisdictions that fall within the Smith County Emergency Operations Plan (EOP) are served by the following fire departments/districts. They are all dispatched through the Smith County 9-1-1 Dispatch Center unless otherwise noted.
 - a. City of Whitehouse Fire Department
 - b. Smith County Emergency Service District 1
 - c. Smith County Emergency Service District 2
3. These fire services maintain mutual aid agreements between one another, as well as, with surrounding services outside the County. They concur with the Statewide Fire Mutual Aid System.
 1. Automatic
 2. Local Mutual Aid
 3. Regional
 4. Statewide Mutual Aid System
4. Fire services provide search and rescue operations in Smith County, with support from the local law enforcement agencies, Department of Public Safety, State Game Warden, Texas Department of Criminal Justice, and supporting local partners. (see ESF #9 Search and Rescue).
5. In addition to fire suppression, the fire services are trained in hazardous materials response (see ESF #10 Oil and Hazardous Materials Response) and assist the ambulance service as first responders.

B. Planning Assumptions

1. The Smith County/City Fire Department/District will maintain the equipment and level of training necessary to perform emergency firefighting functions.
2. Firefighting resources may be severely limited in a major disaster and will be assigned on a priority basis.

3. For efficient and effective fire suppression, mutual aid may be required from various local firefighting agencies. This requires the use of the Incident Command System together with compatible equipment and communications.
4. State and Federal firefighting resources may respond when requested, but their ability to react quickly may be limited.

IV. CONCEPT OF OPERATIONS

A. The concept of operations for the Emergency Support Function (ESF) 4 outlines a strategic framework for the coordinated and efficient delivery of firefighting and Emergency Management services during incidents or disasters. The annex functions by establishing clear lines of authority, roles, and responsibilities among participating agencies. In the event of an incident, the concept of operations dictates the rapid activation of firefighting resources, deployment of personnel, and implementation of established procedures for incident assessment and response. Continuous communication and collaboration are paramount, involving local, regional, and state-level entities to ensure a unified approach. The concept also outlines the importance of resource management, encompassing the allocation and utilization of firefighting assets to address incident needs effectively. Throughout all phases of an incident, from preparedness to recovery, the concept of operations emphasizes adaptability and scalability, recognizing the dynamic nature of emergencies. Training, exercises, and continuous improvement efforts are integral components, reinforcing the commitment to enhancing the overall capability and resilience of ESF 4 in safeguarding public safety and property within the jurisdiction.

B. General

1. Close coordination will be maintained with local, state, and federal officials to determine potential emergency support needs and the most expeditious means of acquiring that support. The National Incident Management Systems (NIMS) and the Incident Command System (ICS) will be used to manage the incident and to ensure coordination and communication among all levels of the government.
 - A. Federal
 - i. Coordination with Federal ESF 4 may occur through the State Operations Center (SOC), at the site of the incident, or in an established field office designated as such.
 - B. State
 - i. Coordination with the State ESF 4 may occur through the Disaster District Chief (DDC), at the scene of the incident, or through a facility designated as the field office.
 - C. Local/Regional
 - i. Local and regional entities maintain primary responsibility

for addressing local gaps and provisioning for incidents or eventualities that may impact operations.

2. Smith County is at risk from several hazards with the potential to create a need to activate ESF #4. Activation of ESF #4 may result from or occur coincidentally with another emergency event. For more information on potential hazards, see the Smith County Hazard Mitigation Plan.
3. The Smith County/City Fire Department/District has equipment and personnel available to support emergency firefighting operations. The Smith County/City Fire Department/District maintains both equipment and personnel resource lists that may be accessed from the Emergency Operations Center (EOC). Additionally, surrounding cities and counties have fire departments with equipment and resources available to support emergency firefighting operations in Smith County.
4. The Smith County/City Fire Department/District trains their personnel in the Incident Command System (ICS) and the National Incident Management System (NIMS) to help ensure coordination during emergency situations.
5. Tactical firefighting operations will be controlled by the Incident Commander(s) at the scene(s) using the ICS structure. The Incident Commander(s) will assess the need for additional resources and request that the EOC deploy assets to support field operations.
6. Outside firefighting resources will be controlled by the procedures outlined in mutual aid agreements. These agencies will remain under the direct control of the sponsoring agency but will be assigned by the Incident Commander and/or the EOC to respond as necessary. The jurisdiction affected will have command and control, assumed by a ranking officer that verbally assumes command, or a designee. All resources will be requested by the appropriate Incident Commander, or designee, only.
7. The County/City Emergency Operations Center (EOC) will serve as the central location for interagency coordination and executive decision-making, including all activities associated with ESF #4.

C. Actions by Operational Timeframe

1. Preparedness

- a. ESF 4 contributors, in coordination with Emergency Management Coordinator, maintain this ESF Annex as well as supporting operating procedures and guidelines.
- b. Ensure fire personnel receive appropriate emergency operations

- training.
- c. Ensure fire mutual aid agreements with surrounding jurisdictions are current.
- d. Develop and maintain mutual aid agreements with private area resources that could be useful for fire prevention or suppression.
- e. Develop and maintain standard operating guides and checklists to support emergency firefighting operations.
- f. Ensure emergency call-up and resource lists are current.
- g. Ensure the availability of necessary equipment to support firefighting activities.
- h. Participate in emergency training and exercises.

2. Response

- a. Respond as required on a priority basis.
- b. Activate mutual aid if needed.
- c. Coordinate activities with other responding agencies.
- d. Coordinate outside fire resources.
- e. Alert or activate off-duty and auxiliary personnel as required by the emergency.
- f. Conduct other specific response actions as dictated by the situation such as evacuation operations.
- g. During an incident the Emergency Operations Center is active, coordinate with the assigned EOC liaison to facilitate timely information and requests including communicating damaged homes in which welfare checks or search and rescue operations are conducted.
- h. Report homes damaged by, or directly related to, natural disasters or other incidents in which the EOC is activated to the ESF 4 Liaison or the appropriate personnel within the EOC.

3. Recovery

- a. Support clean-up and restoration activities.
- b. Review plans and procedures with key personnel and make revisions and changes.
- c. Replenish supplies and repair damaged equipment.
- d. Continue all activities in coordination with the EOC based on the requirements of the incident.
- e. Participate in after-action briefings and develop after-action reports.
- f. Make necessary changes in this ESF Annex and supporting plans and procedures as necessary.

4. Mitigation

Participate in hazard identification process and identify and correct vulnerabilities in the firefighting function, in accordance with local, regional, state, and federal programs.

- a. Aid in the education of the public regarding fire prevention.
- b. Maintain current information on known fire hazards present in facilities such as refineries, factories, power plants, and other commercial businesses.

V. **ROLES AND RESPONSIBILITIES**

A. **Primary Agency/ESF Coordinator**

City Fire Departments/Districts

1. Reports to the EOC upon being notified.
2. Establishes communication links with support agencies and local, regional, state, and federal ESF #4 coordinators.
3. Obtains an initial fire situation and damage assessment through established intelligence procedures.
4. Determines the appropriate management response to meet the request for assistance.
5. Obtains and distributes, through appropriate channels, incident contact information to emergency responders mobilized through ESF #4.
6. Analyzes each request before committing people and other resources.
7. Ensures employees will be provided with appropriate credentials and personal protective equipment to operate in the all-hazard environment to which they are assigned.
8. Ensures that all employees involved in all-hazard response will be supported and managed by an agency leader, agency liaison, or interagency Incident Management Team.
9. Ensures that an all-hazard incident-specific briefing and training are accomplished prior to task implementation.
10. Obtains, maintains, and provides incident situation and damage assessment information through established procedures, in accordance with Texas Division of Emergency Management programs.
11. Coordinates incident resource needs and determines and resolves, as necessary, issues regarding resource shortages and resource ordering issues.
12. Maintains a complete log of actions taken, resource orders, records, and reports.
13. ESF #4 continuously acquires and assesses information on the incident and continues to identify the nature and extent of problems and establishes appropriate response missions.
14. Provides subject-matter experts/expertise regarding structural/urban/suburban fire and fire-related activities.
15. Ascertain information relating to incident and determine what additional response units are required.
16. Allow for removal of vehicles and/or trailer from roadway if there is no concern of a criminal act nor multiple vehicles involved. Two or more vehicles, or suspicion of criminal act, requires law enforcement presence.

Ensure an Incident Report is completed before allowing owner to call for removal of vehicle and/or trailer. All calls to a wrecker service must be placed by owner. If the owner is unaware of any local vendors, responding fire units may contact dispatch to inquire who on-call wrecker service is. Dispatch will not be responsible for calling the service but may relay who the on-call service is. Any wrecker service requested by owner will be at owner's expense. Ensure owner has contact information and Incident Report number prior to departure.

B. Support Agencies

1. Smith County Fire Marshal's Office

The Smith County Fire Marshal's Office, as a supporting agency within Emergency Support Function 4, aids in the overall coordination and effectiveness of firefighting efforts during emergencies. Tasked with direct support of Emergency Management activities and tasking, their responsibilities include rapid assessment of critical infrastructure, fire safety inspections, resource coordination with Emergency Support Function 4 leaders, and active participation in the development and execution of emergency response plans. Serving as a liaison between Emergency Support Function 4 and other agencies, the Smith County Fire Marshal's Office offers the ability for collaboration and efficient communication, contributing to the safeguarding of life, property, and the overall resilience of the community in the face of emergencies.

2. Smith County Office of Emergency Management

The Smith County Office of Emergency Management, as the agency with overall authority during a disaster, plays a pivotal role in coordinating and overseeing firefighting activities. The responsibilities encompass strategic planning, resource allocation, and operational coordination to ensure an effective and unified firefighting response. This includes requesting additional firefighting resources, coordinating with local fire departments, and managing logistics to address the evolving needs of firefighting efforts. The Smith County Office of Emergency Management leads the collaborative response, leveraging its authority to make critical decisions that prioritize public safety and the protection of property during emergency situations.

3. Smith County Sheriff's Office and other Law Enforcement Agencies

The Smith County Sheriff's Office, as a supporting agency, plays a vital role in the overall coordination of firefighting activities. Responsibilities include providing support in incident command, ensuring the safety of personnel involved in firefighting operations, and collaborating with other agencies to manage resources effectively. The Smith County Sheriff's

Office also assists in enforcing evacuation orders, securing affected areas, traffic control, and coordinating communication between firefighting teams and the broader emergency response efforts. In addition to their law enforcement duties, the Sheriff's Office contributes to the seamless integration of firefighting activities within the larger emergency management framework, contributing to a unified and effective response.

4. Smith County Road and Bridge

The Smith County Road and Bridge Department, as a supporting agency, assumes a critical role in facilitating firefighting operations. Responsibilities include ensuring accessible routes for firefighting apparatus, maintaining roads to facilitate the swift movement of firefighting equipment, and collaborating with Emergency Support Function 4 leaders to address logistical challenges. The department supports the overall coordination of firefighting activities by promptly clearing roadways, repairing any damages, and ensuring unimpeded access for firefighting personnel. The Smith County Road and Bridge Department's collaboration is integral to the effectiveness of firefighting efforts, enhancing the operational capabilities and responsiveness of Emergency Support Function 4 during emergency situations.

5. City of Tyler Fire Department

The City of Tyler Fire Department, as a supporting agency, holds a pivotal role with advanced technical rescue capabilities and equipment. While the county cannot directly task them, as they fall under the scope of their own Emergency Operations Plan and the Home Rule Municipality statute, they may be requested. The City of Tyler Fire Department plays a critical role in providing specialized technical rescue services, such as swift water rescues or confined space operations, upon the county's request. Their expertise and specialized equipment enhance the overall capabilities of Emergency Support Function 4, ensuring a comprehensive and effective response to firefighting and rescue needs during emergency situations in the county.

6. Northeast Texas Public Health District

While the primary focus of the Northeast Texas Public Health District lies in Public Health, as a supporting agency, its responsibilities extend to providing vital support during emergency situations. The Northeast Texas Public Health District plays a critical role in collaborating with Emergency Support Function 4, contributing to public safety by offering expertise in health-related matters. This includes addressing potential health concerns arising from firefighting activities, ensuring the well-being of affected populations, and coordinating with medical resources to manage health-related aspects of the emergency response. While not directly engaged in firefighting activities, the Northeast Texas Public Health District supports

Emergency Support Function 4 by integrating health considerations into the overall emergency management strategy, fostering a comprehensive and coordinated response to safeguard both physical and Public Health aspects during emergencies.

7. Texas Forest Service

The Texas Forest Service, as a supporting agency, brings specialized wildfire management capabilities. While the county cannot directly task them, their pivotal role involves being available for deployment upon request. The Texas Forest Service is responsible for providing expertise in wildland firefighting, including wildfire suppression, prevention, and resource management. Their responsibilities also encompass collaborating with Emergency Support Function 4 leaders to address specific firefighting needs within the county, offering strategic guidance, and deploying resources when requested. By maintaining readiness and responding promptly to county requests, the Texas Forest Service enhances the overall effectiveness of Emergency Support Function 4, contributing essential skills and resources to combat wildfires and protect the community during emergency situations.

8. The American Red Cross/Mass Care (ESF 6)

The American Red Cross, serving under Mass Care (ESF 6) as a supporting agency, plays an essential role in providing immediate assistance and support to affected individuals and communities. While their primary focus is on mass care activities, the American Red Cross supports Emergency Support Function 4 by coordinating with local fire authorities to address the needs of displaced individuals and those affected by firefighting operations. Responsibilities include establishing shelters, providing emergency relief services, and collaborating with ESF 4 to ensure a seamless integration of mass care efforts into the broader emergency response strategy. By offering critical support services, the American Red Cross contributes to the overall effectiveness of Emergency Support Function 4, helping mitigate the impact of firefighting activities on affected populations during emergency situations.

9. Public Health and Medical (ESF 8)

Emergency Support Function 8 (Public Health and Medical) plays a supportive role by ensuring the health and medical needs of the firefighting personnel and affected communities are addressed. Responsibilities include coordinating medical support services, establishing temporary medical facilities, and providing health resources for firefighting personnel. ESF 8 collaborates closely with ESF 4 to integrate health considerations into firefighting strategies, addressing potential health risks arising from firefighting activities and ensuring the

overall well-being of responders and the public. By contributing expertise in public health and medical support, ESF 8 enhances the overall effectiveness of Emergency Support Function 4, fostering a coordinated and comprehensive response to safeguard both physical and public health aspects during emergency firefighting operations. ESF 8 also coordinates with the EOC and ESF 4 to ensure Public Health and medical facilities are notified in the event of a mass causality incident (MCI).

10. Agriculture and Natural Resources (ESF 11)

Emergency Support Function 11 (Agriculture and Natural Resources) plays a supportive role by addressing the impact of firefighting activities on agriculture and natural resources. Responsibilities include collaborating with Emergency Support Function 4 to assess potential damages to agricultural lands, forests, and water resources caused by firefighting efforts. ESF 11 works to develop strategies to minimize environmental impacts, support wildlife management, and coordinate with relevant agencies to address any agricultural and natural resource-related challenges arising from firefighting operations. By providing expertise in agriculture and natural resources, ESF 11 contributes to the overall effectiveness of Emergency Support Function 4, ensuring a sustainable approach to managing the environmental consequences of firefighting activities during emergency situations.

VI. CONTINUITY OF GOVERNMENT

Lines of Succession for ESF #4 Firefighting:

1. Fire Chief, Smith County/City Fire Department/District, having jurisdictional authority in which the incident is occurring.
2. Qualified designee, having jurisdictional authority in which the incident is occurring.
3. Continuum of command in accordance with jurisdictional staffing policy.

VII. DEVELOPMENT AND MAINTENANCE

The Primary Agency/ESF 4 Coordinator will, in conjunction with the Smith County Emergency Management Coordinator or designee, and related support personnel, maintain responsibility for the development and maintenance of the ESF.

The Primary Agency/ESF 4 Coordinator, or designee, will maintain responsibility for the regular testing of equipment related to this ESF, where such falls outside the Standard Operating Procedures (SOPs) of the responsible agencies.

References

Code of Federal Regulations, Title 29, <https://www.ecfr.gov/current/title-29/subtitle-B/chapter-XVII/part-1910/subpart-H/section-1910.120>

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<https://txdem.sharepoint.com/sites/TDEMWebsiteFiles/Shared%20Documents/Forms/AllItems.aspx?id=%2Fsites%2FTDEMWebsiteFiles%2FShared%20Documents%2FMedia%20%26%20Comms%2FThe%20FY%202024%20Executive%20Guide%2011%2D6%2D23%2Epdf&parent=%2Fsites%2FTDEMWebsiteFiles%2FShared%20Documents%2FMedia%20%26%20Comms&p=true&ga=1>

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https://texas.public.law/statutes/tex._gov't_code_section_418.111#google_vignette

The State of Texas, Government Code, Chapter 418. Emergency Management,
<https://statutes.capitol.texas.gov/Docs/GV/htm/GV.418.htm>

The State of Texas, Government Code, Chapter 775 Emergency Services Districts,
<https://statutes.capitol.texas.gov/Docs/HS/htm/HS.775.htm>

The State of Texas, Local Government Code,
<https://statutes.capitol.texas.gov/Docs/SDocs/LOCALGOVERNMENTCODE.pdf>

The State of Texas, Texas Statewide Communication Interoperability Plan,
<https://www.dps.texas.gov/sites/default/files/documents/iod/interop/docs/texasscip.pdf>

The State of Texas, Texas Statewide Interoperability Channel Plan,
<https://www.dps.texas.gov/sites/default/files/documents/iod/interop/docs/tsicpmou.pdf>

The White House, President George W. Bush, Homeland Security Presidential Directive – 3,
<https://georgewbush-whitehouse.archives.gov/news/releases/2002/03/20020312-5.html>

United States Environmental Protection Agency, (EPA), Emergency Planning and Community Right-to-Know Act (EPCRA), <https://www.epa.gov/epcra/what-epcra>

Appendices

Appendix 1 – Authorities

Appendix 2 – Smith County Coverage Responsibilities Map

Appendix 1 - Authorities

Code of Federal Regulations, Title 29, <https://www.ecfr.gov/current/title-29/subtitle-B/chapter-XVII/part-1910/subpart-H/section-1910.120>

Code of Federal Regulations, Title 44, <https://www.ecfr.gov/current/title-44>

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Texas Public Law, Government Code Section 418.11, Creation of the Texas Statewide Mutual Aid System, https://texas.public.law/statutes/tex._gov't_code_section_418.111#google_vignette

The State of Texas, Government Code, Chapter 418. Emergency Management, <https://statutes.capitol.texas.gov/Docs/GV/htm/GV.418.htm>

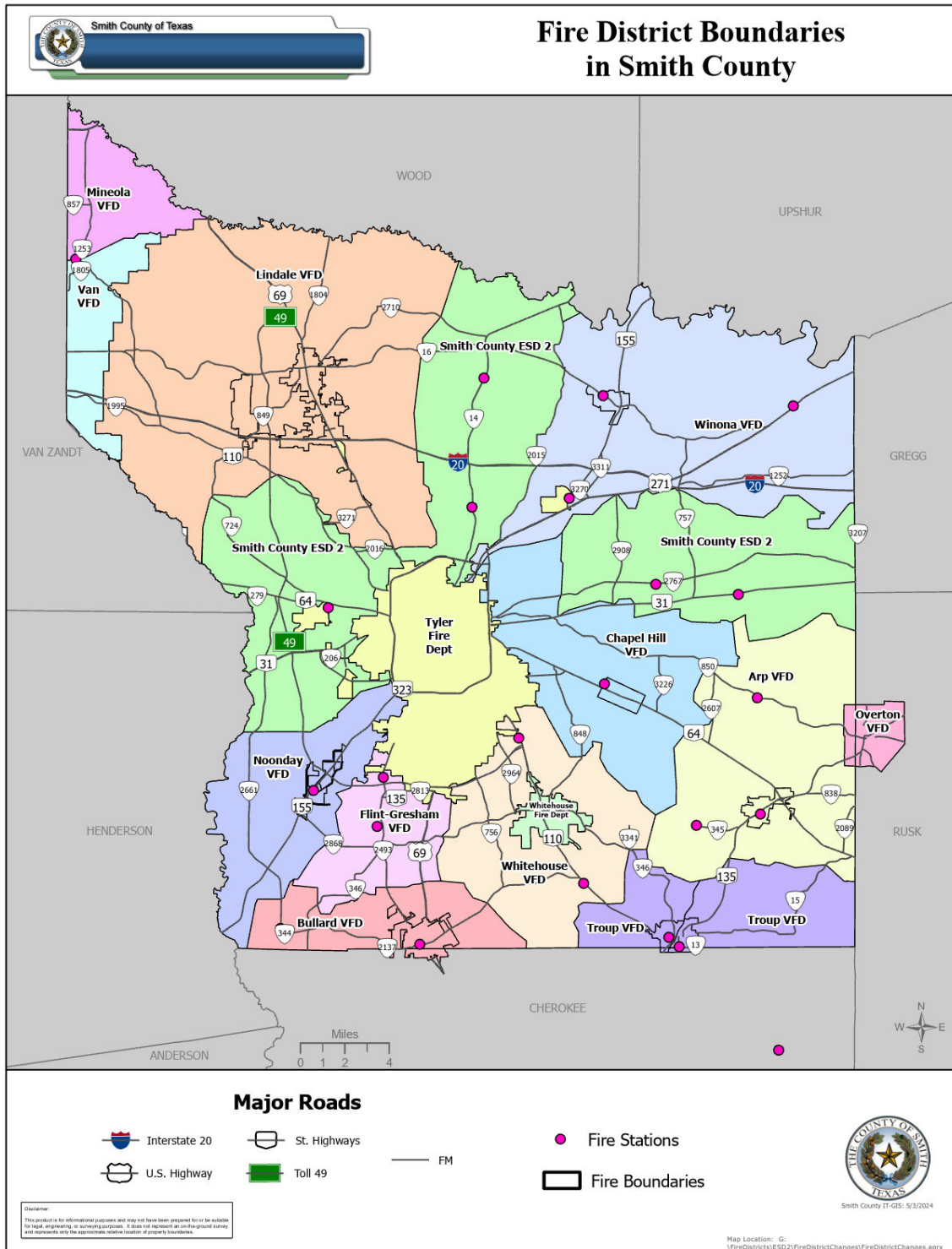
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Appendix 2 – Smith County Coverage Responsibilities Map



4

SMITH COUNTY COMMISSIONERS COURT AGENDA ITEM REQUEST FORM

Submission Date: 03/03/2025	Submitted by: Brandon Moore
Meeting Date: 03/11/2025	Department: Fire Marshal
Item Requested is: <input checked="" type="checkbox"/> For Action/Consideration <input type="checkbox"/> For Discussion/Report	
Title: Emergency Support Function 8-Public Health and Medical	
Agenda Category: <input type="radio"/> Briefing Session <input type="radio"/> Recurring Business <input checked="" type="radio"/> Court Orders <input type="radio"/> Resolution <input type="radio"/> Presentation <input type="radio"/> Executive Session	
Agenda Wording: Consider and take necessary action to approve the Emergency Support Function (ESF) 8, Public Health and Medical, annex of the Smith County Emergency Operations Plan (EOP), allow the county judge to sign all related documentation and allow the Emergency Management Coordinator to submit to the Texas Division of Emergency Management.	
Background: This is an annex within the EOP pertaining to firefighting within the County.	
Financial and Operational Impact:	
Attachments: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Is a Budget Amendment Necessary? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Does Document Require Signature? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Return Signed Documents to the following:	
Name: Brandon Moore	Email: bmoore2@smith-county.com
Name: Chad Hogue	Email: chogue@smith-county.com
Name:	Email:
Name:	Email:

Note: This is the only form required for agenda requests, with the exception of backup materials or attachments. This form should be completed and emailed to Agenda@smith-county.com and include any necessary attachments. **Deadline is Tuesday at 5:00pm a week before the next scheduled Commissioners Court meeting. Please make sure the requested agenda item has been proactively vetted with the appropriate reviewing individuals and obtained their signature as reviewed.** Regular Court Meetings are at 9:30am on Tuesdays each week.

SUBMIT

Office Use Only
Agenda Item # _____



**Emergency Support Function (ESF) #8
Public Health and Medical Services**

Primary Agency/ESF Coordinator

Northeast Texas Public Health District (NET Health)

Support Agencies:

Smith County Office of Emergency Management
Piney Woods Regional Advisory Council
Smith County Sheriff's Office
Justice of the Peace 1 – 5
City Police Departments
City Fire Departments
Emergency Services District 1
Emergency Services District 2
CHRISTUS Emergency Medical Services
UT Emergency Medical Services
CHRISTUS Hospital
UT Hospitals.
2 – 1 – 1 East Texas Region
Smith County Community Emergency Response Team (CERT)
The American Red Cross
The Salvation Army
Crisis Response Ministries
Smith County Community Organizations Active in Disaster (COAD)

- **PURPOSE**

Emergency Support Function (ESF) 8 Public Health and Medical Services provides for coordinated medical, public health, mental health, and emergency medical services to save lives in the time of an emergency.

The purpose of the Emergency Support Function (ESF) 8 – Public Health and Medical annex is to establish a coordinated framework for delivering public health and medical services during emergencies and disasters in Smith County. This annex defines the roles and responsibilities of the Northeast Texas Public Health District (NET Health) as the primary agency and outlines the collaborative efforts with supporting agencies, including emergency management, healthcare providers, emergency services, law enforcement, and community organizations. Together, these agencies work to protect public health, provide medical care, manage mass casualty incidents, support mental and behavioral health needs, and strengthen community health resilience.

- **SCOPE**

The Emergency Support Function (ESF) 8 – Public Health and Medical annex applies to all public health and medical services activities necessary to prepare for, respond to, recover from, and mitigate the impacts of emergencies and disasters in Smith

County. This annex encompasses the following:

- Coordination of public health and medical services, including emergency medical care, disease surveillance, outbreak response, and mass prophylaxis.
- Management of mass casualty incidents, including patient triage, treatment, and transport.
- Provision of behavioral and mental health support for disaster survivors and responders.
- Support for the medical needs of vulnerable populations, including individuals with disabilities, the elderly, and those with chronic health conditions.
- Coordination of healthcare facility operations, including hospital surge capacity and resource allocation.
- Oversight of fatality management and coordination with the medical examiner's office.
- Collaboration with regional and state partners, including mutual aid agreements and resource sharing.
- Integration of volunteer organizations and community resources to support public health and medical services.

The scope includes activities led by the Northeast Texas Public Health District (NET Health) as the primary agency, supported by the Smith County Office of Emergency Management, healthcare providers, emergency services, law enforcement, and community organizations, as outlined in this annex.

- **SITUATION AND PLANNING ASSUMPTIONS**

- A. **Situation**

- **Public Health Services**

- The Northeast Texas Public Health District (NET Health) serves as the primary public health agency for Smith County. It is responsible for disease prevention, health promotion, and health protection activities for residents across the county. NET Health also plays a critical role in disaster preparedness and response, focusing on disease surveillance, outbreak control, and public health education during emergencies.

- **Healthcare Facilities**

- Smith County is home to three hospitals that provide essential medical care during routine operations and emergencies. These hospitals are equipped with emergency plans developed in compliance with State and Federal regulations, ensuring they are prepared to address mass casualty events, resource surges, and other disaster-related challenges. These plans are exercised regularly to maintain readiness. Each hospital is equipped with a lighted helicopter landing pad, allowing rapid transport and evacuation of critical patients by air ambulance services. This capability enhances the region's ability to provide trauma care and respond effectively to large-scale emergencies.

- Emergency Medical Services (EMS)

Emergency Medical Services in Smith County are provided by CHRISTUS EMS and UT EMS, which operate advanced life support ambulances staffed with highly trained personnel. These services are integrated into the regional emergency response framework and maintain mutual aid agreements with neighboring EMS providers to ensure seamless support during large-scale or prolonged incidents. The EMS agencies work closely with hospitals, fire departments, and law enforcement to provide coordinated pre-hospital care and patient transport.

- Mass Fatality Management

Mass fatality incidents are managed by the Justices of the Peace in Smith County, who have statutory authority over deaths occurring within their jurisdictions. They are responsible for overseeing fatality management activities, including identifying victims, coordinating with funeral homes, and working with the medical examiner's office when necessary. Support from local, state, and federal agencies may be required for large-scale incidents that exceed local capacity.

- Vulnerable Populations

Smith County has diverse populations, including individuals with disabilities, older adults, and people with chronic medical conditions, who may require additional support during emergencies. Addressing the needs of these vulnerable populations is a priority, with specific plans for accessible communication, medical care, and evacuation procedures. Citizens under this category are routinely encouraged to enroll in the State of Texas Emergency Assistance Registry. Citizens can do so by visiting stear.tdem.texas.gov, or by calling 211 and selecting option 4.

- Behavioral and Mental Health Resources

The county recognizes the importance of behavioral and mental health support during and after disasters. Partnerships with regional advisory councils, local mental health providers, and volunteer organizations ensure services are available to address stress, trauma, and grief experienced by survivors, responders, and community members.

- Regional and State Collaboration

Smith County collaborates with neighboring jurisdictions, regional advisory councils like the Piney Woods Regional Advisory Council, and state-level agencies to enhance resource sharing, communication, and operational capacity. Mutual aid agreements and partnerships strengthen the county's ability to respond effectively to large-scale incidents.

- Volunteer and Community Organizations

Organizations such as the Smith County Community Emergency Response Team, The American Red Cross, The Salvation Army, and other community and volunteer groups such as the Smith County COAD and Crisis Response Ministries, play a vital role in supporting public health and medical services. Their contributions include sheltering, feeding, emotional support, and medical assistance, particularly during prolonged disaster events.

- Disease Surveillance and Outbreak Control

The Northeast Texas Public Health District monitors disease trends across the county and coordinates efforts to control the spread of infectious diseases during emergencies. This includes vaccination campaigns, isolation and quarantine protocols, and public education initiatives.

- Environmental and HazMat Considerations

Given Smith County's proximity to major transportation routes, railways, and chemical facilities, there is potential for hazardous materials incidents that could impact public health. Plans include coordination with environmental and HazMat teams to mitigate risks and protect public health.

B. Planning Assumptions

- In the aftermath of a disaster, some public and private entities involved in health and medical response may require additional funding and donations to sustain their operations. These resources are critical to ensure the availability of medical supplies, equipment, and personnel needed to address the demands of the incident. Financial support and community contributions may be necessary to supplement existing budgets, maintain operational continuity, and provide essential services such as sheltering, medical care, vaccinations, and public health interventions. The ability of these organizations to secure funding or donations will play a significant role in their capacity to meet the needs of affected populations and recover from the disaster effectively.

- Increased Demand on Public Health and Medical Services

Public health and medical services will be a major concern following any emergency. A large-scale disaster, such as a mass casualty event, pandemic, or hazardous materials incident, could overwhelm the capabilities of the health and medical system, requiring a coordinated local, regional, and state-level response.

- Impact on Local Health and Medical Resources

Public and private health and medical resources located in Smith County will be available for use during disaster situations. However, many of these resources, including personnel, facilities, equipment, and supplies, may be directly impacted or rendered inoperable by the disaster. Factors such as facility damage, workforce shortages, and disrupted supply chains may limit the immediate availability of these resources.

- Hospital Capacity and Alternate Facilities

Local hospitals may become overburdened or inoperable due to high patient volume, structural damage, or resource shortages. In such cases, nearby hospitals in surrounding jurisdictions will be utilized if operational and accessible. Plans for patient redistribution and coordination with regional healthcare facilities will be critical to maintaining continuity of care. Alternate care sites or temporary medical facilities may also be established to support surge capacity.

- Availability of Outside Assistance

Assistance from regional, state, and federal agencies may be available to respond to requests for support. However, this assistance may be delayed due to disaster conditions, including damaged infrastructure, restricted access, and competing priorities. During the critical first 12 to 24 hours following a disaster, Smith County will likely rely exclusively on local and area resources to implement emergency measures to protect life and health.

- Volunteer and Community Support

Volunteer organizations, community groups, and faith-based organizations may provide vital support during disaster response and recovery. Their efforts may include providing shelter, feeding operations, emotional and spiritual care, and first aid. Coordination with these groups will enhance the overall effectiveness of the response.

- Behavioral and Mental Health Needs

Disasters can result in significant behavioral and mental health challenges for survivors, responders, and the community at large. Adequate resources will be needed to address stress, anxiety, grief, and trauma during and after the disaster.

- Special Populations and Accessibility

Individuals with access and functional needs, including the elderly, people with disabilities, and those with chronic health conditions, will require specialized support during disaster response and recovery. Plans must account for accessible communication, medical care, transportation, and sheltering for these populations. Citizens under this category are routinely encouraged to

enroll in the State of Texas Emergency Assistance Registry. Citizens can do so by visiting stear.tdem.texas.gov, or by calling 211 and selecting option 4.

- Environmental and Public Health Risks

Disasters may cause environmental hazards, including contamination of water supplies, food shortages, and compromised sanitation systems. Public health measures, such as disease surveillance, vector control, and public advisories, will be essential to prevent secondary health emergencies.

- Pandemic or Infectious Disease Outbreaks

In the event of a pandemic or infectious disease outbreak, the county's public health system will face additional challenges, possibly including the need for mass prophylaxis, testing, vaccination campaigns, and public education. Coordination with the Northeast Texas Public Health District and regional partners will be essential.

- Continuity of Operations

Disasters may disrupt the normal operations of healthcare and public health organizations. Continuity of operations plans (COOPs) must be in place to ensure critical functions, such as disease surveillance, emergency medical care, and public information dissemination, continue despite adverse conditions.

- **CONCEPT OF OPERATIONS**

- A. **General**

- Scope and Coordination

This Emergency Support Function (ESF) applies to all government, private sector, and volunteer agencies. The primary objective of this document is to facilitate coordination, communication, and effective working relationships among these agencies and organizations. Collaborative planning and response efforts are essential to minimize duplication of efforts, optimize resource use, and ensure timely delivery of public health and medical services during disasters.

- Public Health Emergency Response Plan

The Northeast Texas Public Health District (NET Health) has developed a Public Health Emergency Response Plan. This plan provides detailed guidance on the health department's roles, responsibilities, and actions during public health and medical emergencies. The plan addresses a range of potential scenarios, including infectious disease outbreaks, hazardous material

incidents, and other public health threats, and establishes protocols for disease surveillance, outbreak management, and public communication.

- Integration with Biological Incident Plans

The Public Health Emergency Response Plan outlines specific local responses to biological incidents, including mass prophylaxis dispensing operations, vaccination campaigns, and community education efforts. It also details procedures for requesting and deploying the Strategic National Stockpile (SNS) to support local response needs. The actions described in ESF #8 are designed to integrate seamlessly with the Public Health Emergency Response Plan to ensure a unified and efficient response to public health threats.

- Support for Existing Emergency Plans

Agencies involved in public health and medical services activities, such as Emergency Medical Services (EMS), the County Justices of the Peace, and local hospitals, maintain their own emergency plans and operational procedures. ESF #8 does not replace these existing plans but is designed to complement and support them. It provides a coordinated framework for integrating agency-specific plans into a unified response effort, ensuring that public health and medical services are delivered effectively during emergencies.

- Requesting State and Federal Assistance

In the event local public health and medical resources are insufficient to meet the demands of an emergency, state and federal resources will be requested. These requests will be coordinated through the Smith County Emergency Operations Center (EOC) using procedures outlined in ESF #5 (Emergency Management). State and federal agencies, including the Texas Department of State Health Services (DSHS) and the U.S. Department of Health and Human Services (HHS), Texas Division of Emergency Management (TDEM), and Texas Emergency Medical Task Force (EMTF), may provide support as needed, including personnel, medical supplies, and technical expertise.

- Collaboration with Regional Partners

Regional collaboration is critical to the success of public health and medical response efforts. Smith County will coordinate with the Piney Woods Regional Advisory Council and other regional stakeholders to share resources, expertise, and information.

- Role of Volunteer and Community Organizations

Volunteer and community organizations, such as the Smith County Community Emergency Response Team, The American Red Cross, The Salvation Army, Crisis Response Ministries, Smith County COAD, and other

non-governmental groups, play an integral role in public health and medical response efforts. These organizations provide supplemental services, including sheltering, food distribution, emotional support, and medical aid. Coordination with these organizations through ESF #8 ensures their efforts align with the overall response strategy.

- **Continuity of Public Health and Medical Services**

The continuity of public health and medical services is critical during disasters. ESF #8 establishes procedures to ensure essential health functions, such as disease surveillance, healthcare delivery, and public health messaging, continue uninterrupted. This includes activating alternate care sites, reallocating resources, and implementing surge capacity measures to address increased demand for services.

B. Actions by Operational Timeframe

1. Preparedness

1. Develop Agreements with Other Health and Medical Agencies

- Establish and maintain mutual aid agreements (MAAs) and memorandums of understanding (MOUs) with neighboring health departments, hospitals, emergency medical services, and volunteer organizations to augment local resources during emergencies.
- Identify regional, state, and federal partners that can provide additional support, including specialized personnel, equipment, and medical supplies.
- Ensure agreements are reviewed and updated annually or as needed to reflect current capabilities and requirements.

2. Crisis Augmentation of Health and Medical Personnel

- Develop and/or review procedures for rapidly augmenting health and medical personnel during emergencies. This includes leveraging medical reserve corps volunteers, retired healthcare workers, and trained community volunteers.
- Create a database of credentialed healthcare providers who can be activated in a crisis, including doctors, nurses, paramedics, behavioral health professionals, and public health specialists.
- Identify and coordinate with local educational institutions (e.g., nursing and medical schools) to utilize students as support personnel.
- Develop plans to identify and prepare alternate healthcare facilities, such as community centers, schools, or sports arenas, that can be converted into emergency treatment centers to handle patient overflow.

3. Review Standard Operating Procedures (SOPs)

- Conduct regular reviews of departmental SOPs to ensure they align with current best practices, federal and state regulations, and the county's Emergency Operations Plan.
- Assess needs for critical materials, medical supplies, personal protective equipment (PPE), and necessary forms to ensure adequate stockpiles are available and accessible.
- Establish protocols for maintaining and replenishing inventory to avoid shortages during prolonged emergencies.

4. Review Protective Action Guides and Self-Support Capabilities

- Regularly update and review protective action guides (PAGs) to ensure they are aligned with current threat assessments, including chemical, biological, radiological, nuclear, and explosive (CBRNE) scenarios.
- Evaluate the availability and reliability of emergency electric power generators, fuel supplies, and redundant systems to maintain operations during power outages.
- Assess and enhance communication capabilities, including redundant systems such as satellite phones, two-way radios, and interoperable communications tools, to ensure connectivity during disasters.
- Conduct periodic maintenance and testing of backup systems to ensure readiness.

5. Participate in Emergency Management Training and Exercises

- Encourage all health and medical personnel to participate in emergency management training programs to enhance their understanding of roles and responsibilities during disaster response.
- Conduct regular exercises, including tabletop, functional, and full-scale drills, to test public health and medical response plans and identify areas for improvement.
- Incorporate lessons learned from training and exercises into planning updates and operational procedures.
- Promote joint training opportunities with regional and state partners, hospitals, EMS, law enforcement, fire departments, and volunteer organizations to enhance coordination and interoperability.

6. Public Education and Community Preparedness

- Develop and implement public education campaigns to inform the community about preparedness measures, including disease prevention, first aid, and emergency health resources.
- Encourage individuals and families to maintain personal preparedness kits, including necessary medications and medical supplies.
- Partner with schools, businesses, and community organizations to promote health-focused preparedness activities and training.

7. Plan for Mass Casualty and Fatality Management

- Develop specific plans for mass casualty incidents, including triage protocols, patient tracking systems, and coordination with hospitals and EMS.
- Collaborate with the Justices of the Peace and funeral homes to establish mass fatality management procedures, including temporary morgue operations and victim identification protocols.

2. Response

1. Coordinate the Deployment of Nurses and Other Medical Personnel

- Mobilize nurses, doctors, and other trained medical personnel to designated sites for mass inoculations, vaccinations, or treatment as necessary.
- Activate pre-identified mass prophylaxis or vaccination points of dispensing (PODs) and ensure they are adequately staffed and equipped.
- Implement protocols for rapid credentialing and deployment of additional healthcare professionals, including volunteers and mutual aid partners.
- Provide necessary personal protective equipment (PPE) and supplies to ensure the safety of deployed personnel.
- Coordinate with local hospitals, urgent care facilities, and EMS to ensure integration of mass inoculation efforts with broader public health response activities.
- Ensure the continuity of routine healthcare services while focusing resources on mass inoculation operations.

2. Issue Protective Action Guidance

- Disseminate timely and accurate protective action guidance to the public through multiple channels, including local media, social media platforms, public alert systems (such as IPAWS), and 211.
- Coordinate protective action messaging with the Northeast Texas Public Health District (NET Health) and other response partners to ensure consistency and clarity.
- Provide guidance tailored to specific groups, including individuals with access and functional needs, non-English-speaking populations, and other vulnerable groups.
- Issue public health advisories on topics such as:
 - Shelter-in-place or evacuation orders.
 - Proper use and availability of personal protective equipment (PPE).
 - Disease prevention measures, such as hand hygiene, mask usage, and social distancing.
- Information on where and how to access medical services, vaccinations, or testing.

3. Establish Incident Command for Health and Medical Services

- Activate a public health incident command structure to coordinate all health and medical response activities under the National Incident Management System (NIMS).
- Assign roles and responsibilities for public health operations, including mass inoculations, disease surveillance, and public information.
- Maintain situational awareness through regular updates and briefings with the Emergency Operations Center (EOC).

4. Monitor and Respond to Public Health Threats

- Conduct disease surveillance to identify and track the spread of infectious diseases or other public health threats.
- Analyze data from healthcare facilities, labs, and EMS to detect emerging trends and inform response efforts.
- Coordinate with regional, state, and federal partners to access additional epidemiological support if needed.

5. Deploy Emergency Medical Services (EMS)

- Ensure EMS is deployed strategically to support emergency response efforts, including transportation of critical patients and on-site triage.
- Coordinate mutual aid agreements to address EMS resource shortages and manage surge demand.
- Establish clear communication channels between EMS, hospitals, and other medical facilities to facilitate patient distribution and reduce hospital overcrowding.

6. Public Information and Risk Communication

- Provide the public with consistent, clear, and actionable information regarding the health and medical response.
- Establish a Joint Information System (JIS) to coordinate messaging among all response agencies.
- Address public concerns, rumors, and misinformation promptly to maintain trust and compliance with protective action guidance.

7. Support Behavioral and Mental Health Needs

- Deploy mental health professionals and crisis counselors to provide psychological first aid to affected individuals and response personnel.
- Establish hotlines or virtual resources for individuals experiencing stress, grief, or trauma due to the emergency.
- Coordinate with volunteer organizations, such as the American Red Cross and The Salvation Army, to provide additional mental health support.

8. Ensure Continuity of Operations for Health Services

- Prioritize and maintain critical public health and medical functions, such as disease surveillance, food and water safety, and sanitation.
- Implement contingency plans to address resource shortages, including staff, medical supplies, and equipment.
- Utilize alternative care sites and mobile medical units to provide services if primary facilities are damaged or overwhelmed.

3. Recovery

1. Conduct Ongoing Sampling and Monitoring to Ensure Continued Sanitation

- Coordinate with the Northeast Texas Public Health District (NET Health), local utilities, and environmental agencies to monitor water quality, food safety, and environmental sanitation.
- Conduct sampling of public water systems, private wells, and other water sources to ensure they meet safety standards before public use.
- Monitor and test air quality in affected areas, particularly in incidents involving hazardous materials or wildfires.
- Ensure food establishments, grocery stores, and other critical facilities are inspected and deemed safe for operation.
- Work with waste management services to ensure proper disposal of hazardous and medical waste generated during the response phase.

2. Continue to Perform Tasks Necessary to Expedite Recovery and Cleanup Operations

- Provide public health guidance and technical support to assist in debris removal, decontamination, and the safe disposal of materials.
- Coordinate with local hospitals and clinics to resume routine medical services while addressing residual health impacts from the disaster.
- Support efforts to reopen schools, businesses, and community facilities by ensuring health and safety standards are met.
- Collaborate with volunteer organizations, such as the American Red Cross and The Salvation Army, to assist with unmet community needs, including food distribution, sheltering, and mental health services.

3. Gradually Revert Assignments and Personnel Requirements to Normal

- Transition public health and medical personnel from emergency assignments to regular duties as the situation stabilizes and demand decreases.
- Deactivate temporary facilities, such as alternate care sites or mass prophylaxis points of dispensing (PODs), when no longer needed.
- Ensure that all personnel involved in the response receive appropriate debriefing, rest, and support before resuming routine operations.
- Maintain a readiness posture to rapidly respond to any secondary incidents

or emerging health threats during the recovery period.

4. Evaluate Response and Make Necessary Changes in this ESF to Improve Future Response Activities

- Conduct an after-action review (AAR) involving all participating agencies, organizations, and stakeholders to evaluate the effectiveness of the ESF #8 response.
- Identify strengths, weaknesses, and gaps in the response, including communication, coordination, and resource management.
- Update the ESF #8 annex, public health emergency response plans, and associated procedures based on lessons learned.
- Develop or revise training and exercise programs to address identified gaps and improve overall preparedness for future incidents.
- Share findings and recommendations with regional, state, and federal partners to enhance broader public health and medical response capabilities.

5. Support Long-Term Community Health Recovery

- Monitor long-term public health trends, such as increased cases of chronic conditions, mental health issues, or environmental health impacts resulting from the disaster.
- Collaborate with community organizations to provide ongoing support for disaster survivors, including mental health counseling, medical services, and access to public health programs.
- Partner with local government and non-governmental organizations to rebuild and improve public health infrastructure, incorporating resiliency measures to withstand future incidents.
- Work with state and federal partners to secure funding and technical assistance for long-term recovery projects, such as rebuilding healthcare facilities and enhancing disease surveillance systems.

6. Public Communication and Outreach

- Provide regular updates to the public on recovery progress, health and safety information, and available resources.
- Maintain transparency regarding recovery timelines, ongoing risks, and community health monitoring efforts.
- Engage with local media and community leaders to ensure consistent and clear messaging throughout the recovery phase.

4. Mitigation

1. Strengthen Public Health Infrastructure

- Work with local, state, and federal agencies to secure funding for upgrades to public health facilities, ensuring they can withstand natural disasters

and other emergencies.

- Improve the capacity and resilience of healthcare systems, including hospitals, clinics, and long-term care facilities, to manage surges during disasters.
- Upgrade and maintain critical infrastructure, such as backup power systems, water filtration systems, and HVAC systems, to ensure uninterrupted operations during emergencies.
- Enhance disease surveillance systems to improve early detection and response to potential public health threats.

2. Enhance Training and Preparedness Programs

- Develop and implement regular training programs for public health personnel, medical professionals, and emergency responders focused on disaster mitigation strategies.
- Promote community training programs to educate residents on disease prevention, first aid, and emergency preparedness, especially for vulnerable populations.
- Conduct workshops and seminars for healthcare facility administrators on integrating mitigation measures into operational planning.

3. Promote Community Health Resilience

- Launch public education campaigns to increase awareness about health risks and mitigation measures related to natural disasters, pandemics, and other emergencies.
- Work with schools, businesses, and community organizations to develop health-focused mitigation initiatives, such as vaccination drives, healthy lifestyle programs, and mental health awareness.
- Build partnerships with volunteer and faith-based organizations to strengthen community networks that support health and well-being.

4. Improve Emergency Plans and Procedures

- Conduct regular reviews and updates of emergency plans, including ESF #8 and the Public Health Emergency Response Plan, to incorporate lessons learned and best practices.
- Identify potential vulnerabilities within the healthcare system and develop strategies to address them, such as pre-positioning medical supplies or identifying alternate care sites.
- Develop and maintain detailed mass fatality management plans in coordination with local Justices of the Peace and funeral homes.

5. Foster Regional Collaboration

- Collaborate with regional partners to share resources, best practices, and expertise to mitigate public health risks.
- Participate in regional mitigation planning efforts, such as hazard

- mitigation planning and urban planning for disaster-resilient communities.
- Develop cross-jurisdictional mutual aid agreements to pool resources and enhance response capabilities during large-scale disasters.

6. Strengthen Vulnerable Populations' Health Resilience

- Identify at-risk populations, such as the elderly, individuals with chronic illnesses, and those with limited access to healthcare, and develop targeted mitigation strategies.
- Partner with local organizations to create programs that improve access to preventive care and emergency medical resources for these populations.
- Develop sheltering plans that include provisions for medical care, durable medical equipment, and accessibility for individuals with disabilities.
- Ensure the State of Texas Emergency Assistance Registry is continuously available to applicable citizens.

7. Encourage Resilient Practices in the Private Sector

- Engage with local businesses, especially those in the healthcare and pharmaceutical sectors, to encourage disaster-resilient practices, such as securing supply chains and maintaining backup power systems.
- Work with healthcare providers to develop continuity of operations plans (COOPs) that ensure critical services remain operational during and after disasters.

8. Promote Hazard Mitigation Policies

- Advocate for policies at the local and state levels that support public health and medical mitigation efforts, such as stricter building codes for healthcare facilities or tax incentives for preparedness investments.
- Collaborate with urban planners to incorporate health-focused mitigation strategies into community development plans, such as zoning for hospitals in low-risk areas or creating green spaces to improve air quality and reduce heat islands.

9. Assess and Reduce Environmental Health Risks

- Conduct vulnerability assessments to identify environmental health risks, such as chemical facilities, flood zones, or disease vectors, that could impact public health during a disaster.
- Implement programs to reduce these risks, such as mosquito abatement initiatives, hazardous waste clean-up efforts, or floodplain management.

- **ROLES AND RESPONSIBILITIES**

- A. Primary Agency/ESF #8 Coordinator**

Northeast Texas Public Health District

1. Provide a representative to the EOC to coordinate ESF #8 activities.
2. Work with the other members of the EOC team to set priorities and assign resources.
3. Coordinate with field teams to assess resource requirements and deploy resources efficiently.
4. Request outside assistance and activate mutual aid agreements as necessary.
5. Issue health and medical advisories to the public on such matters as emergency water supplies, waste disposal, vectors, immunizations, disinfecting, and other public health issues dictated by the event.
6. Coordinate the location, procurement, screening, and allocation of health and medical supplies and resources, including human resources, required to support health and medical operations, with ongoing inventory management.
7. Maintain a patient/casualty tracking system to monitor the status and location of individuals affected by the incident.
8. Establish preventive health services, including the control of communicable diseases, through surveillance, testing, and education.
9. Organize and oversee the distribution of vaccines, drugs, and antidotes as appropriate to the incident.
10. Conduct inspections of food, water, and medication supplies to ensure safety and compliance with public health standards.
11. Ensure appropriate health and medical situational information is available to the EOC for informed decision-making.
12. Investigate sanitation conditions in the affected area and coordinate immunization programs to prevent disease outbreaks.
13. If the potable water supply is contaminated, coordinate with water supply vendors and assist in developing a safe water distribution system.
14. Work with neighboring community health and medical organizations, as well as with State and Federal officials, to augment local health and medical resources, including staffing and specialized medical support.
15. Ensure the protection of emergency response staff by obtaining necessary protective respiratory devices, clothing, detection and decontamination equipment, and antidotes.
16. Screen and coordinate incoming groups, such as Disaster Medical Assistance Teams (DMAT) and medical volunteers, ensuring positive identification and verification of licensure for all medical personnel.
17. Work closely with EMS agencies, hospitals, behavioral health providers, shelters, and, if necessary, the County Justices of the Peace to accomplish all public health and medical activities.
18. Coordinate public health support in shelters, including medical screening, sanitation inspections, and disease prevention.
19. Collaborate with behavioral health providers to ensure access to mental health support for disaster survivors and response personnel.
20. Ensure the continuity of public health operations during and after the disaster to avoid

service interruptions.

21. Ensure plans are in place for Pandemic or Infectious Disease Outbreak, Public Health Emergency Response, Mass Casualty Incident, Point of Distribution, Mass Fatality, Behavioral Health Response, and Medical Countermeasure Distribution and Dispensing Plan.

B. Support Agencies

Smith County Office of Emergency Management/Smith County Fire Marshal's Office

1. Provide support to NET Health by facilitating coordination and communication within the Emergency Operations Center (EOC).
2. Ensure public health and medical resource requests are processed and tracked through the EOC.
3. Assist in identifying and allocating local resources to support public health and medical operations.
4. Coordinate mutual aid and requests for state or federal assistance to address resource shortfalls.
5. Maintain situational awareness of health and medical needs and provide regular updates to the EOC team and supporting agencies.
6. Facilitate the dissemination of public health advisories and emergency instructions to the community.
7. Provide logistical support, including transportation and distribution of medical supplies, vaccines, and equipment.
8. Ensure robust communication between NET Health, field personnel, and other ESF 8 supporting agencies.
9. Assist in the development and review of public health and medical response plans.
10. Participate in training, drills, and exercises to enhance readiness and ensure effective coordination during incidents.

Piney Woods Regional Advisory Council

1. Provide regional coordination and support for health and medical response activities within Smith County.
2. Assist in identifying and allocating medical resources, including personnel, equipment, and supplies, to support local health and medical operations.
3. Facilitate communication and collaboration between regional hospitals, EMS agencies, and other healthcare facilities during disasters.
4. Support patient tracking efforts by providing regional expertise and resources for monitoring and reporting on patient movements.
5. Assist with the coordination of patient transportation, including inter-facility transfers and evacuations, during emergencies.
6. Collaborate with NET Health and other agencies to ensure efficient use of the healthcare coalition's assets and mutual aid agreements.
7. Provide subject matter expertise in the development and implementation of medical surge plans.
8. Participate in regional and local training, drills, and exercises to enhance

- preparedness and ensure seamless coordination during incidents.
9. Assist in the coordination of behavioral health resources to address mental health needs during and after disasters.

Smith County Sheriff's Office

1. Provide law enforcement support to ensure the security of public health and medical operations, including hospitals, vaccination sites, and supply distribution locations.
2. Assist with the enforcement of public health orders, including quarantine and isolation measures, as directed by public health authorities.
3. Provide traffic control and escort services for the transportation of medical supplies, equipment, and personnel.
4. Assist with crowd management and security at mass prophylaxis or vaccination sites.
5. Coordinate with the EOC and other ESF 8 agencies to maintain situational awareness and share relevant information.
6. Support search and rescue operations and assist in locating missing or displaced persons during disasters.
7. Provide personnel to assist in mass fatality management operations, including securing and safeguarding incident sites.
8. Assist in the protection and transport of Strategic National Stockpile (SNS) assets or other critical medical supplies.
9. Support emergency communication efforts by providing access to law enforcement radio networks if required.
10. Participate in training and exercises to ensure preparedness for health and medical emergencies.

Justices of the Peace

1. Serve as the legal authority for death investigations and issue death certificates for fatalities occurring within Smith County.
2. Manage mass fatality incidents in coordination with NET Health, local law enforcement, and others as applicable.
3. Coordinate with the EOC to ensure timely and accurate reporting of fatalities and resource needs for mass fatality management.
4. Assist in identifying and approving temporary morgue sites, as needed, during disaster situations.
5. Work with funeral homes, medical examiners, and other agencies to facilitate the respectful handling, identification, and disposition of remains.
6. Ensure proper documentation and chain of custody for deceased individuals in accordance with legal and public health requirements.
7. Support efforts to notify next of kin in coordination with law enforcement and other appropriate agencies.
8. Participate in training, drills, and exercises related to mass fatality management to enhance preparedness.
9. Provide guidance and oversight on legal matters related to mass fatalities, including issuing legal orders as necessary during emergencies.
10. Collaborate with regional and state agencies to request additional resources or expertise for managing large-scale fatality incidents.

City Police Departments

1. Provide law enforcement support to maintain security at hospitals, clinics, vaccination sites, and other critical health and medical facilities.
2. Assist in enforcing public health orders, including quarantine, isolation, or curfews, as directed by public health officials.
3. Provide traffic control and escort services for the transportation of medical supplies, personnel, and equipment within their jurisdictions.
4. Assist with crowd management and security at mass prophylaxis, testing, or vaccination sites.
5. Support search and rescue operations within city jurisdictions during emergencies or disasters.
6. Coordinate with the EOC and other ESF 8 agencies to provide situational awareness and information sharing.
7. Provide support for mass fatality management by securing incident sites and ensuring the respectful handling of remains.
8. Assist in safeguarding the distribution and transport of Strategic National Stockpile (SNS) assets or other critical medical resources.
9. Ensure emergency communication systems are operational and support interoperability with other local, state, and federal agencies.
10. Participate in public health and medical emergency training, drills, and exercises to ensure preparedness and effective coordination during incidents.

City Fire Departments

1. Provide fire suppression and hazardous materials (HazMat) response to protect public health and medical facilities during emergencies.
2. Assist with patient triage, stabilization, and transportation in coordination with EMS agencies.
3. Support decontamination operations for individuals exposed to hazardous substances, as needed.
4. Assist with the establishment and operation of emergency medical treatment centers or mass casualty triage areas.
5. Provide personnel and equipment to support the transport and distribution of medical supplies and resources during disasters.
6. Coordinate with the EOC to provide situational updates and address resource needs for health and medical operations.
7. Support search and rescue efforts in affected areas, including assisting in the location of injured or displaced persons.
8. Assist in public health response efforts, such as facilitating access to buildings for inspections or ensuring safe evacuation of facilities.
9. Participate in mass fatality management operations by providing logistical or personnel support when required.
10. Participate in training, drills, and exercises related to public health and medical emergency operations to ensure readiness and effective response.

Emergency Service Districts

1. Provide fire suppression and emergency medical response services to support public health and medical operations during emergencies.
2. Assist with patient triage, treatment, and transportation in coordination with EMS agencies and local hospitals.
3. Support hazardous materials (HazMat) response and decontamination operations to mitigate risks to public health.
4. Assist in establishing and operating emergency medical treatment areas, including mass casualty triage sites.
5. Provide personnel and equipment to support the transport and distribution of medical supplies, vaccines, and other critical resources.
6. Work with the EOC to ensure situational updates are provided and resource needs are communicated and met.
7. Support search and rescue operations, including locating and assisting injured or displaced individuals.
8. Assist in securing and managing critical public health facilities, such as temporary shelters or vaccination centers, as needed.
9. Provide logistical support for mass fatality management operations, including site security and resource coordination.
10. Participate in training, drills, and exercises to enhance preparedness for public health and medical emergencies.

Emergency Medical Services (EMS) Providers (CHRISTUS Emergency Medical Services and UT Emergency Medical Services)

1. Provide pre-hospital emergency medical care, triage, and transport of injured or ill individuals in coordination with hospitals and other healthcare facilities.
2. Support the establishment and operation of field triage and treatment areas, including mass casualty incident (MCI) triage zones.
3. Assist in patient tracking and reporting, including documenting patient conditions and transporting patients to appropriate medical facilities.
4. Work closely with hospitals and the EOC to coordinate patient flow, ensuring appropriate hospital capacity and care for the injured.
5. Provide medical direction and expertise for advanced life support (ALS) and basic life support (BLS) operations in the field.
6. Assist in the delivery and distribution of vaccines, medications, and other critical medical supplies to affected populations, as directed by NET Health or the EOC.
7. Support hazardous materials (HazMat) decontamination and provide specialized medical treatment for individuals exposed to hazardous substances.
8. Provide emergency medical response for shelter populations and public health clinics, including mass prophylaxis or vaccination sites.
9. Participate in the coordination of patient evacuations and transfers between medical facilities, if necessary, to support surge capacity.
10. Assist in the management of mass fatality incidents, including providing necessary medical oversight for the deceased and assisting with identification or transport.
11. Maintain communication with the EOC and other response agencies to ensure situational awareness and efficient allocation of resources.

12. Participate in training, drills, and exercises to ensure readiness and coordination with other agencies during public health and medical emergencies.

Hospitals (CHRISTUS Hospital and UT Hospitals)

1. Provide emergency medical care to patients, including triage, stabilization, and treatment, in coordination with EMS and other healthcare facilities.
2. Establish and operate medical surge capacity areas, including temporary treatment centers or additional patient care units, to manage a higher-than-normal volume of patients.
3. Coordinate with the EOC and EMS agencies to ensure proper patient flow, prioritizing care based on the severity of injuries and available resources.
4. Participate in the activation of disaster response plans, ensuring all hospital departments are prepared for surge operations and potential disruptions.
5. Provide emergency and intensive care services, including the administration of life-saving interventions and critical care as needed.
6. Support the distribution and administration of vaccines, medications, and other medical supplies as directed by NET Health or the EOC.
7. Assist in patient tracking systems, including reporting on patient numbers, conditions, and care status to the EOC and relevant agencies.
8. Work with public health officials and local authorities to implement infection control measures and prevent the spread of communicable diseases during disasters.
9. Provide specialty care and expertise, including for trauma, burn patients, and those with respiratory or infectious diseases, as part of the medical response.
10. Support the management of mass fatality incidents by providing medical oversight, securing patient information, and assisting with transportation of deceased individuals.
11. Ensure adequate security, staffing, and supplies to maintain hospital operations during prolonged emergencies.
12. Participate in training, drills, and exercises to ensure effective response and coordination with public health, EMS, and other agencies during public health emergencies.

2 – 1 – 1 East Texas Region

1. Serve as a centralized point of contact for the public to request information on health and medical services, available resources, and emergency assistance during a disaster.
2. Provide real-time updates to the public on available health services, evacuation centers, shelter locations, and public health advisories.
3. Assist in the dissemination of critical public health information, including vaccination sites, distribution points for medical supplies, and updates on disease outbreaks or contamination.
4. Coordinate with NET Health, EMS, hospitals, and other public health agencies to ensure that the public receives accurate and timely information about medical services and resources.
5. Manage and maintain a database of available community health and medical resources, including clinics, pharmacies, and support services, to guide the public during emergencies.

6. Help facilitate the referral of individuals to medical, behavioral health, and social services, ensuring that those in need are connected to appropriate resources.
7. Assist in handling inquiries related to mass care operations, including shelter information, food distribution points, and medical assistance programs.
8. Support family reunification efforts by providing information on services available for locating missing persons or facilitating communication with emergency responders.
9. Provide information on behavioral health support and crisis counseling services for individuals affected by disasters or emergencies.
10. Work closely with the EOC and other support agencies to provide situational updates and ensure that information provided to the public is accurate and consistent.
11. Participate in training, drills, and exercises to ensure effective information dissemination and coordination with emergency management and public health agencies during emergencies.

Smith County Community Emergency Response Team

1. Assist with the coordination of public health and medical response efforts by providing support to emergency services, including hospitals, EMS, and local law enforcement.
2. Serve as a volunteer resource to assist with mass casualty or medical treatment centers, including triage, basic first aid, and patient transport.
3. Support community outreach by helping to distribute health and safety information, including public health advisories and vaccination information.
4. Assist in the setup and operation of shelters and evacuation centers, ensuring that affected individuals have access to medical services, food, water, and other essentials.
5. Provide logistical support to the distribution of medical supplies, vaccines, and other resources to public health facilities and emergency locations.
6. Aid in the management of public health operations, including crowd control, supply distribution, and assisting vulnerable populations with access to medical services.
7. Support mass fatality management operations by assisting with scene security, patient transport, and helping with the identification process under the direction of law enforcement and medical authorities.
8. Assist in the establishment of temporary medical facilities, including emergency treatment centers, by providing manpower and logistical support.
9. Provide basic mental health and crisis counseling services to affected individuals and families, and assist with referrals to specialized mental health providers if needed.
10. Participate in community preparedness efforts, including training, exercises, and public education campaigns to enhance the overall emergency readiness of Smith County.
11. Work in coordination with the EOC, law enforcement, and public health agencies to ensure effective emergency response operations during public health and medical emergencies.

The American Red Cross

1. Provide disaster sheltering, including the establishment and operation of shelters for individuals and families affected by disasters.

2. Coordinate the delivery of food, water, and emergency supplies to affected populations in coordination with local agencies and the EOC.
3. Provide mass care and emergency relief services, including assistance with basic medical needs, mental health support, and family reunification efforts.
4. Assist with the management and distribution of blood and medical supplies in collaboration with local hospitals and NET Health.
5. Support the coordination of disaster volunteers, ensuring that all individuals are appropriately trained and assigned to necessary support roles.
6. Provide disaster mental health services, including crisis counseling and emotional support, to individuals affected by the event.
7. Assist in the registration and tracking of evacuees and displaced persons to ensure effective resource allocation and support during recovery operations.
8. Work with the EOC and other agencies to provide situational updates and ensure that public health and safety information is disseminated accurately to affected communities.
9. Provide case management services to help individuals and families affected by disasters with long-term recovery needs, including access to housing, financial assistance, and medical care.
10. Support the evacuation and transportation of vulnerable populations to safe locations as part of mass evacuation operations.
11. Participate in training, drills, and exercises to ensure effective collaboration with other response agencies and ensure readiness for disaster response and recovery.

The Salvation Army

1. Provide emergency shelter services, including the establishment and operation of shelters for individuals and families affected by disasters.
2. Coordinate the delivery of food, water, and essential supplies to disaster-impacted populations in collaboration with local agencies and the EOC.
3. Offer emotional and spiritual care, including crisis counseling, support, and comfort services for individuals affected by the disaster.
4. Assist in the operation of disaster relief kitchens to provide hot meals, snacks, and beverages to evacuees, first responders, and volunteers.
5. Support the coordination and distribution of clothing, blankets, and other basic necessities to individuals in need during and after a disaster.
6. Provide assistance with mass care operations, including facilitating access to medical care, public health services, and shelters.
7. Work with the EOC and other agencies to provide public health information and ensure that affected individuals are connected with available resources and services.
8. Help with family reunification efforts by providing communication services, including telephone access for individuals displaced from their families.
9. Participate in the transportation and evacuation of vulnerable populations to shelters or safe locations as part of emergency response operations.
10. Assist with the recovery process by providing financial assistance, housing support, and long-term case management for individuals and families in need.
11. Participate in training, drills, and exercises to ensure readiness and effective response

to public health and medical emergencies in coordination with other local response agencies.

Crisis Response Ministries

1. Assist with the coordination and distribution of essential items, including food, clothing, toiletries, and hygiene supplies, to disaster-affected individuals and communities.
2. Offer emotional and spiritual support services, providing counseling and crisis intervention to individuals affected by trauma and displacement.
3. Partner with local agencies and organizations to establish disaster relief centers where individuals can access services and resources.
4. Support the delivery of food, water, and other resources to shelters, medical facilities, and distribution points during and after a disaster.
5. Assist with transportation services, including evacuations and the relocation of vulnerable populations to safe shelters or medical facilities.
6. Help coordinate and manage the donations of goods and services, ensuring that the most needed supplies are prioritized and distributed effectively.
7. Work with other local and regional organizations to provide financial assistance, rental support, and long-term recovery services for those displaced or affected by disasters.
8. Facilitate community engagement and volunteer opportunities to enhance the collective disaster response efforts.
9. Provide long-term case management to help individuals and families navigate the recovery process and access available community resources and services.
10. Participate in training, exercises, and collaborative planning efforts with local emergency management, public health agencies, and other partners to enhance readiness and response to future disasters.

Smith County Community Organizations Active in Disaster (COAD)

1. Coordinate the collaborative efforts of local community organizations, ensuring that all partners are effectively engaged in the disaster response and recovery process.
2. Provide support to affected individuals and families by organizing the distribution of food, water, clothing, and other essential resources in coordination with other agencies.
3. Establish and operate mass care shelters, providing temporary housing and basic services such as meals, hygiene facilities, and medical support for disaster survivors.
4. Assist with the transportation of displaced persons to shelters, medical facilities, or other safe locations as part of emergency response operations.
5. Mobilize volunteers and community members to assist with immediate response operations, including cleanup, debris removal, and recovery efforts.
6. Provide disaster case management services, helping individuals and families navigate recovery resources and access financial, housing, and health services.
7. Facilitate communication and coordination between local community organizations and public sector agencies, including the EOC, to ensure a unified response.
8. Offer emotional and mental health support to survivors, including crisis counseling, trauma recovery, and spiritual care services.

9. Assist with mass care operations, including the setup of temporary medical treatment centers, the distribution of medications, and access to healthcare services.
10. Support long-term recovery efforts by providing financial assistance, housing resources, and ongoing community engagement for individuals and families impacted by the disaster.
11. Participate in community preparedness efforts, including training, exercises, and public awareness campaigns to ensure that the community is ready for future emergencies.
12. Ensure that recovery efforts are inclusive, addressing the needs of vulnerable populations such as seniors, children, people with disabilities, and individuals with limited access to resources.
13. Advocate for and help coordinate the inclusion of all relevant community organizations in the disaster planning process to ensure comprehensive and inclusive disaster response and recovery.

- **CONTINUITY OF GOVERNMENT**

Lines of Succession for ESF #8 Public Health and Medical Services:

1. Russell Hopkins, PHEP Director, NET Health
2. George Roberts, CEO, NET Health
3. Dusty Gonzalez, Assistant Director of Operations PHEP, NET Health
4. Lisa Modisette, HCC-G Director, Piney Woods Regional Advisory Council

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The State of Texas, Local Government Code, <https://statutes.capitol.texas.gov/Docs/SDocs/LOCALGOVERNMENTCODE.pdf>

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Appendices

Appendix 1 – Authorities

Appendix 1 - Authorities

Code of Federal Regulations, Title 29, <https://www.ecfr.gov/current/title-29/subtitle-B/chapter-XVII/part-1910/subpart-H/section-1910.120>

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5

SMITH COUNTY COMMISSIONERS COURT AGENDA ITEM REQUEST FORM

Submission Date: 03/03/2025	Submitted by: Brandon Moore
Meeting Date: 03/11/2025	Department: Fire Marshal
Item Requested is: <input checked="" type="checkbox"/> For Action/Consideration <input type="checkbox"/> For Discussion/Report	
Title: Award for FEMA Public Assistance	
Agenda Category: <input type="radio"/> Briefing Session <input type="radio"/> Recurring Business <input checked="" type="radio"/> Court Orders <input type="radio"/> Resolution <input type="radio"/> Presentation <input type="radio"/> Executive Session	
Agenda Wording: Consider and take necessary action to approve the award of \$31,174.97 from the Federal Emergency Management Agency for Public Assistance in relation to County Road 381 for disaster number DR-4781, allow the County Judge to sign all related documentation, and allow the Emergency Management Coordinator to upload and submit all required documentation to the Texas Division of Emergency Management and/or TDEMs assigned government sector partner.	
Background: CR 381 is one of four roadway locations claimed. All other claims are still in processing.	
Financial and Operational Impact:	
Attachments: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Is a Budget Amendment Necessary? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Does Document Require Signature? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Return Signed Documents to the following:	
Name: Brandon Moore	Email: bmoore2@smith-county.com
Name: Chad Hogue	Email: chogue@smith-county.com
Name:	Email:
Name:	Email:

Note: This is the only form required for agenda requests, with the exception of backup materials or attachments. This form should be completed and emailed to Agenda@smith-county.com and include any necessary attachments. **Deadline is Tuesday at 5:00pm a week before the next scheduled Commissioners Court meeting. Please make sure the requested agenda item has been proactively vetted with the appropriate reviewing individuals and obtained their signature as reviewed.** Regular Court Meetings are at 9:30am on Tuesdays each week.

SUBMIT

Office Use Only
Agenda Item # _____



February 27, 2025

Brandon Moore
EMC
Smith County

[REDACTED]
[REDACTED]

Subject: Public Assistance Grant, 4781, Texas Severe Storms, Straight-line Winds, Tornadoes, and Flooding
Catalog of Federal Domestic Assistance [REDACTED]
Federal Award Identification Number [REDACTED]
FEMA Project Worksheet 1579
Project Title: 797684 - County CR 381 (Culvert Replace)
Period of Performance 5/17/2024 to 11/17/2026

An award to your Public Assistance subgrant has been completed by the Texas Division of Emergency Management (TDEM).

PW 1579						
Version / Amendment	Date	Total Subgrant Amount	Federal Cost Share Percentage	Federal Cost Share Amount	Local Cost Share Percentage	Local Cost Share Amount
0	2/20/2025	\$41,566.62	75.00%	\$31,174.97	25.00%	\$10,391.65
Totals		\$41,566.62		\$31,174.97		\$10,391.65

This award is not for Research or Development as defined in 2 CFR 200.87.

No indirect costs are available with this award, unless authorized by Section 324 of the Stafford Act. Direct Administrative Costs are allowable as outlined in the project scope.

A copy of the project worksheet can be viewed at the version tab in GMS for this project, grants.tdem.texas.gov and is also attached for your convenience.

Your project worksheet may have environmental and historical considerations and conditions that must be met. A copy of the Record of the Environment Consideration (REC) can be viewed at the version tab in GMS for this project as well and is also attached.

The terms and conditions remain in effect as outlined in the original Grant Terms and Conditions, and any subsequent State amendments.

Pursuant to 44 CFR §206.206, Appeals and arbitrations, you may appeal this determination within 60 days of receipt of this notification. You will need to provide your appeal with any documentation supporting your position to your assigned TDEM PA Support Affiliate within the allotted time. If you elect to appeal, the appeal must:

- 1) Contain documented justification supporting your position
- 2) Specify the monetary figure in dispute and
- 3) Cite the provisions in federal law, regulation or policy with which you believe the initial action was inconsistent.

If you have any questions, please contact Michelle Juliani at 512-499-1452 or email at michelle.juliani@cohnreznick.com.

Department of Homeland Security Federal Emergency Management Agency

General Info

Project #	797684	PW #	1579	Project Type	Work Completed / Fully Documented
Project Category	C - Roads and Bridges			Applicant	Smith County (423-99423-00)
Project Title	Smith County CR 381 (Culvert Replacement)			Event	4781DR-TX (4781DR)
Project Size	Small			Declaration Date	5/17/2024
Activity Completion Date	11/17/2025			Incident Start Date	4/26/2024
Process Step	Obligated			Incident End Date	6/5/2024

Damage Description and Dimensions

The Disaster # 4781DR, which occurred between **04/26/2024** and **06/05/2024**, caused:

Damage #1484624; County Road 381 (Culvert Replacement)

General Facility Information:

- **Facility Type:** Culverts
- **Facility:** County Road 381
- **Facility Description:** Asphalt Roadway
- **Approx. Year Built:** 2015
- **Location Description:** Smith county TX
- **GPS Latitude/Longitude:** 32.39708, -95.25893
- **Shape:** Circular
- **Material:** Corrugated Metal/Steel
- **Dimensions Description:** 50 FT X 66-inch diameter
- **Number:** Double

General Damage Information:

- **Date Damaged:** 4/26/2024 to 6/5/2024
- **Cause of Damage:** Severe Storms, Straight-Line Winds, Tornadoes & Flooding

Culvert Damage:

- Culvert, 2 each of CMP, 50 FT long x 66 IN in diameter, due to high velocity floodwater produced by severe storms, 100% work completed.
- Backfill, 200 CY of clay, 41 FT long x 24 FT wide x 5.5 FT deep, due to high velocity floodwater produced by severe storms, 100% work completed.

Associated Road Damage:

- County Road 381, a 24ft wide x 60ft long, 1 lane Asphalt roadway
- Base, 12 CY of millings, 55 FT long x 24 FT wide x 0.25 FT deep, due to high velocity floodwater produced by severe storms, 100% work completed.
 - Sub Base, 10.2 CY of oil sand, 55 FT long x 24 FT wide x 0.21 FT deep, due to high velocity floodwater produced by severe storms, 100% work completed.

- Surface, 38.19 TN of asphalt, 58 FT long x 24 FT wide x 4.5 IN thick, due to high velocity floodwater produced by severe storms, 100% work completed.

Final Scope

1484624 County Road 381 (Culvert Replacement)

Work Completed:

The applicant utilized force account labor, equipment, and material, for the needed repair of county roads to bring facility back to its pre-disaster design, function and capacity using in-kind material within its existing footprint.

Force Account:

- A. Replaced 2 each 50 Ft long X 66-inch diameter CMP(s).
- B. Replaced 200 CY clay.
- C. Replaced 12 CY millings.
- D. Replaced 10.2 CY oil sand.
- E. Replaced 38.19-ton asphalt.

Work Completed Totals:

- 1. Force Account Labor: 6 employee(s) 541 straight-time: hour(s): \$13,719.76.
- 2. Force Account Equipment: 4 unit(s): 232 hour(s): \$11,888.84.
- 3. Force Account Material: \$15,958.02

Work Completed Total: \$41,566.62

Project Notes:

- 1. Material Source: Longview Asphalt, Inc. 20 Robert Wilson Rd, Longview, TX 75602 (32.46180, -94.687501)
- 2. No new ground disturbance.
- 3. In accordance with FEMA's Simplified Procedures policy, FEMA developed the DDD, Scope and Cost with the information/documentation/certification provided by the Applicant.

Cost

Code	Quantity	Unit	Total Cost	Section
9008 (Equipment)	1.00	Lump Sum	\$11,888.84	Completed
9007 (Labor)	1.00	Lump Sum	\$13,719.76	Completed
9009 (Material)	1.00	Lump Sum	\$15,958.02	Completed

CRC Gross Cost \$41,566.62

Total 406 HMP Cost \$0.00

Total Insurance Reductions \$0.00

CRC Net Cost \$41,566.62

Federal Share (75.00%) \$31,174.97

Non-Federal Share (25.00%) \$10,391.65

Award Information

Version Information

Version #	Eligibility Status	Current Location	Bundle Number	Project Amount	Cost Share	Federal Share Obligated	Date Obligated
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Drawdown History

EMMIE Drawdown Status As of Date	IFMIS Obligation #	Expenditure Number	Expended Date	Expended Amount
No Records				

Obligation History

Version #	Date Obligated	Obligated Cost	Cost Share	IFMIS Status	IFMIS Obligation #
0	2/20/2025	\$31,174.97	75%	Accepted	4781DRTXP00015791

Subgrant Conditions

- As described in Title 2 Code of Federal Regulations (C.F.R.) § 200.333, financial records, supporting documents, statistical records and all other non-Federal entity records pertinent to a Federal award must be retained for a period of three (3) years from the date of submission of the final expenditure report or, for Federal awards that are renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report, respectively, as reported to the Federal awarding agency or pass-through entity in the case of a subrecipient. Federal awarding agencies and pass-through entities must not impose any other record retention requirements upon non-Federal entities. Exceptions are stated in 2 C.F.R. §200.333(a) – (f)(1) and (2). All records relative to this project are subject to examination and audit by the State, FEMA and the Comptroller General of the United States and must reflect work related to disaster-specific costs.
- The Recipient must submit its certification of the subrecipient's completion of all of its small projects and compliance with all environmental and historic preservation requirements within 180 days of the applicant's completion of its last small project, or the latest approved deadline, whichever is sooner.
- When any individual item of equipment purchased with PA funding is no longer needed, or a residual inventory of unused supplies exceeding \$5,000 remains, the subrecipient must follow the disposition requirements in Title 2 Code of Federal Regulations (C.F.R.) § 200.313-314.
- The terms of the FEMA-State Agreement are incorporated by reference into this project under the Public Assistance award and the applicant must comply with all applicable laws, regulations, policy, and guidance. This includes, among others, the Robert T. Stafford Disaster Relief and Emergency Assistance Act; Title 44 of the Code of Federal Regulations; FEMA Policy No. 104-009-2, Public Assistance Program and Policy Guide; and other applicable FEMA policy and guidance.
- The DHS Standard Terms and Conditions in effect as of the declaration date of this emergency declarations or major disaster, as applicable, are incorporated by reference into this project under the Public Assistance grant, which flow down from the Recipient to subrecipients unless a particular term or condition indicates otherwise.
- The Uniform Administrative Requirements, Cost Principles, and Audit Requirements set forth at Title 2 Code of Federal Regulations (C.F.R.) Part 200 apply to this project award under the Public Assistance grant, which flow down from the Recipient to all subrecipients unless a particular section of 2 C.F.R. Part 200, the FEMA-State Agreement, or the terms and conditions of this project award indicate otherwise. See 2 C.F.R. §§ 200.101 and 110.
- The subrecipient must submit a written request through the Recipient to FEMA before it makes a change to the approved scope of work in this project. If the subrecipient commences work associated with a change before FEMA approves the change, it will jeopardize financial assistance for this project. See FEMA Policy No. 104-009-2, Public Assistance Program and Policy Guide.
- Pursuant to section 312 of the Stafford Act, 42 U.S.C. 5155, FEMA is prohibited from providing financial assistance to any entity that receives assistance from another program, insurance, or any other source for the same work. The subrecipient agrees to repay all duplicated assistance to FEMA if they receive assistance for the same work from another Federal agency, insurance, or any other source. If an subrecipient receives funding from another federal program for the same purpose, it must notify FEMA through the Recipient and return any duplicated funding.

Insurance

Additional Information

2/4/2025

Property insurance coverage for road(s), road rights-of-way, embankment erosion, bridges or culvert damage represented on this project are not insured or insurable. No insurance relief is anticipated. No Obtain and Maintain requirement will be made.

FEMA requires the Applicant to take reasonable efforts to pursue claims to recover insurance proceeds that it is entitled to receive from its insurer(s). In the event that any insurance proceeds are received for these expenses those proceeds must be reduced from FEMA Public Assistance funding to ensure no duplication of benefits has occurred.

No duplication of benefits from insurance is anticipated for work described in this application. In the event any part or all costs are paid by an insurance policy, a duplication of benefits from insurance will occur. Applicant must notify grantee and FEMA of such recoveries, and the Sub-Grant award amount must be reduced by actual insurance proceeds.

No insurance requirements are mandated for the damages included in this project. Insurance requirements are specific to permanent work to replace, restore, repair, reconstruct, or construct buildings, contents, equipment, and vehicles (FEMA Recovery Policy FP 206-086-1).

No insurance Narrative will be produced or uploaded into documents or attachments.

No O&M is required for the facilities represented on this project.

Michael Toton - PA Specialist - CRC Central Denton

O&M Requirements

There are no Obtain and Maintain Requirements on **Smith County CR 381 (Culvert Replacement)**.

406 Mitigation

There is no additional mitigation information on **Smith County CR 381 (Culvert Replacement)**.

Environmental Historical Preservation

Is this project compliant with EHP laws, regulations, and executive orders?

Yes

EHP Conditions

- Any change to the approved scope of work will require re-evaluation for compliance with NEPA and other Laws and Executive Orders.
- This review does not address all federal, state and local requirements. Acceptance of federal funding requires recipient to comply with all federal, state and local laws. Failure to obtain all appropriate federal, state and local environmental permits and clearances may jeopardize funding.
- If ground disturbing activities occur during construction, applicant will monitor ground disturbance and if any potential archaeological resources are discovered, will immediately cease construction in that area and notify the State and FEMA.

EHP Additional Info

There is no additional environmental historical preservation on **Smith County CR 381 (Culvert Replacement)**.

Final Reviews

Final Review

Reviewed By BEISLER, KEITH W.

Reviewed On 02/12/2025 1:01 PM CST

Review Comments

Project reviewed.

Recipient Review

Reviewed By Juliani, Michelle

Reviewed On 02/12/2025 4:30 PM CST

Review Comments

Project is written on actuals. Project DDD, Scope of Work, and Cost Lines appear to align. M.Juliani 2/12/25

Project Signatures

Signed By Moore, Brandon

Signed On 02/12/2025

RECORD OF ENVIRONMENTAL CONSIDERATION (REC)

Project ID: PA-06-TX-4781-PW-01579

Title: 797684-Smith County CR 381 (Culvert Replacement)

NEPA DETERMINATION

Non Compliant Flag: No **EA Draft Date:** **EA Final Date:**
EA Public Notice Date: **EA Fonsi Date:** **Level:** STATEX
EIS Notice of Intent Date: **EIS ROD Date:**
Comments: Smith County, Category C, 100% Complete.

The applicant replaced County Road 381 to pre-disaster condition at (GPS: 32.39708, -95.25893). The repair includes the replacement of (2) 50ft x 66in diameter CMP culverts and the replacement of back fill material. Repairs were also made to the associated road and include base, sub-base, and surface material replacement. All fill material was obtained from Longview Asphalt, Inc. 20 Robert Wilson Rd, Longview, TX 75602 (GPS: 32.46180, -94.687501). No mitigation opportunities identified.

This project has been determined to be Statutorily Excluded from NEPA review in accordance with Section 316 of the Stafford Act. Particular attention should be given to the project conditions before and during project implementation. Failure to comply with these conditions may jeopardize federal assistance including funding.

- cboyce3 - 02/07/2025 21:02:14 GMT

CATEX CATEGORIES

Catex Category Code	Description	Selected
	No Catex Categories were selected	

EXTRAORDINARY CIRCUMSTANCES

Extraordinary Circumstance Code	Description	Selected ?
	No Extraordinary Circumstances were selected	

ENVIRONMENTAL LAW / EXECUTIVE ORDER

Environmental Law/ Executive Order	Status	Description	Comments
Clean Air Act (CAA)	Completed	Project will not result in permanent air emissions - Review concluded	
Coastal Barrier Resources Act (CBRA)	Completed	Project is not on or connected to CBRA Unit or otherwise protected area - Review concluded	
Clean Water Act (CWA)	Completed	Project would affect waters, including wetlands, of the U.S.	
	Completed	Project exempted as in kind replacement or other exemption - Review concluded	
Coastal Zone Management Act (CZMA)	Completed	Project is not located in a coastal zone area and does not affect a coastal zone area - Review concluded	

RECORD OF ENVIRONMENTAL CONSIDERATION (REC)

Project ID: PA-06-TX-4781-PW-01579

Title: 797684-Smith County CR 381 (Culvert Replacement)

Environmental Law/ Executive Order	Status	Description	Comments
Executive Order 11988 - Floodplains	Completed	Located in floodplain or effects on floodplain/flood levels	The project is located within an A zone, area of 100-yr flooding, per Flood Insurance Rate Map (FIRM) panel 48423C0245D, dated April 16, 2014. Initial Disaster Public Notice was published on June 17, 2024. The proposed action is not likely to result in any potential direct impacts that will adversely affect the natural values and function of floodplains, nor is it likely to increase the risk of flood loss. 8-step checklist attached. - cboyce3 - 02/07/2025 20:57:33 GMT
	Completed	Possible adverse effects associated with investment in floodplain, occupancy or modification of floodplain environment	
	Completed	8 Step Process Complete - documentation attached - Review concluded	
Executive Order 11990 - Wetlands	Completed	Located in wetlands or effects on wetlands	A review of the National Wetland Inventory (NWI) online mapper, accessed on February 7, 2025, for the site indicates that the area is located within a designated wetland. However, the project is not likely to affect wetlands. Initial Disaster Public Notice was published on June 17, 2024. 8-step checklist attached. - cboyce3 - 02/07/2025 20:57:45 GMT
	Completed	Possible adverse effect associated with constructing in or near wetland	
	Completed	Review completed as part of floodplain review - Review concluded	
Endangered Species Act (ESA)	Completed	Listed species and/or designated critical habitat present in areas affected directly or indirectly by the federal action	The scope of work for this project does not require U.S. Fish and Wildlife Service (USFWS) consultation. FEMA notified USFWS of disaster activities on June 11, 2024. - cboyce3 - 02/07/2025 21:05:41 GMT
	Completed	No effect to species or designated critical habitat (See comments for justification) - Review concluded	
Farmland Protection Policy Act (FPPA)	Completed	Project does not affect designated prime or unique farmland - Review concluded	
Fish and Wildlife Coordination Act (FWCA)	Not Applicable	Project does not affect, control, or modify a waterway/body of water - Review concluded	
Migratory Bird Treaty Act (MBTA)	Completed	Project located within a flyway zone	
	Completed	Project does not have potential to take migratory birds - Review concluded	
Magnuson-Stevens Fishery Conservation and Management Act (MSA)	Completed	Project not located in or near Essential Fish Habitat - Review concluded	

RECORD OF ENVIRONMENTAL CONSIDERATION (REC)

Project ID: PA-06-TX-4781-PW-01579

Title: 797684-Smith County CR 381 (Culvert Replacement)

Environmental Law/ Executive Order	Status	Description	Comments
National Historic Preservation Act (NHPA)	Completed	Applicable executed Programmatic Agreement. Activity meets Programmatic Allowance (enter date and # in comments) - Review concluded	The scope of work has been reviewed and meets the criteria in Appendix B - Programmatic Allowances, Tier I; Section A(4)(a) and Tier II; Sections C(1)(a) and C(1)(c) of FEMA's Programmatic Agreement (PA) dated March 16, 2022. In accordance with this PA, FEMA is not required to determine the National Register eligibility of properties where work performed meets the Appendix B criteria. - eludemana - 02/05/2025 17:35:14 GMT
Wild and Scenic Rivers Act (WSR)	Completed	Project is not along and does not affect Wild and Scenic River - Review concluded	

CONDITIONS

Standard Conditions:

Any change to the approved scope of work will require re-evaluation for compliance with NEPA and other Laws and Executive Orders.

This review does not address all federal, state and local requirements. Acceptance of federal funding requires recipient to comply with all federal, state and local laws. Failure to obtain all appropriate federal, state and local environmental permits and clearances may jeopardize federal funding.

If ground disturbing activities occur during construction, applicant will monitor ground disturbance and if any potential archeological resources are discovered, will immediately cease construction in that area and notify the State and FEMA.

**Federal Emergency Management Agency
Project Completion and Certification Report (P.4)
Event: 4781DR-TX (4781DR)**

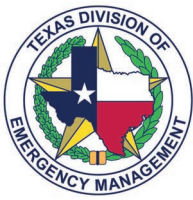
Applicant FIPS ID: 423-99423-00 **Applicant/Subdivision Name:** Smith County

Project #	PW #	Version #	Work Category	Eligible Cost	Cost Share %	Work Done By	Work Completion Percentage	Activity Completion Deadline	Actual Date Completed	Final Expenditures	Comment
797684	01579	0	C - Roads and Bridges	\$41,566.62	75.00%		100.00%	11/17/2025			

**Federal Emergency Management Agency
Project Completion and Certification Report (P.4)
Event: 4781DR-TX (4781DR)**

Applicant FIPS ID: 423-99423-00 **Applicant/Subdivision Name:** Smith County

<p>I hereby certify that to the best of my knowledge and belief all work and costs claimed are eligible in accordance with the grant conditions, all work claimed has been completed, and all costs claimed have been paid in full.</p>	<p>I hereby certify that all funds were expended in accordance with the provisions of the signed FEMA-State Agreement and I recommend an approved amount of \$_____.</p>
<p>Signed: _____ Applicant's Authorized Representative</p>	<p>Signed: _____ Governor's Authorized Representative</p>
<p>Date: _____</p>	<p>Date: _____</p>



TEXAS DIVISION OF EMERGENCY MANAGEMENT

Applicant's Attestation for Duplication of Benefits

Applicant:

Disaster Number:

Program:

Please complete the below form in accordance with Section 312(a) of the Stafford Act, which states that Federal assistance cannot duplicate the benefits provided by other sources.

1. Is FEMA the only source of funds received for the project(s)? If "NO" is selected, please report any additional funding using the table below.

YES NO

2. Did the Applicant take action to maximize any potential insurance proceeds available to fund the project(s)?

YES NO N/A – NO COVERAGE

3. Have all insurance claims related to the project(s) been closed and/or settled? If "NO" is selected, please indicate the amount of "Anticipated Insurance Proceeds" in the table below.

YES NO N/A – NO COVERAGE

4. Please use the table below to report any non-FEMA funds received or anticipated for the project(s):

PW #	Insurance Claims Received:	Anticipated Insurance Proceeds:	Grant Funds Received:	Contractor Credits or Refunds:	Disposition of Equipment:	Salvageable Materials:	Other Funds Received:	PW Total Non-FEMA Funds Received:
01579	0	0	0	0	0	0	0	0

Statement of Acknowledgement:

I certify that that the information provided is true and accurate to the best of my knowledge. I understand that if this information is incorrect, it could affect the federal funding for this project(s).

Signature: _____ **Date:** _____

Printed Name: _____ **Title:** _____

Organization: _____

Continued –

If you are using this form for more than one PW, please list information for additional projects below. Your signature on the preceding page will certify the correctness of information on all listed projects.

PW #	Insurance Claims Received:	Anticipated Insurance Proceeds:	Grant Funds Received:	Contractor Credits or Refunds:	Disposition of Equipment:	Salvageable Materials:	Other Funds Received:	PW Total Non-FEMA Funds Received:

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SMITH COUNTY COMMISSIONERS COURT AGENDA ITEM REQUEST FORM

Submission Date: 03/04/2025	Submitted by: Jennafer Bell
Meeting Date: 03/11/2025	Department: Comm Court
Item Requested is: <input type="checkbox"/> For Action/Consideration <input checked="" type="checkbox"/> For Discussion/Report	
Title: Department Reports	
Agenda Category: <input type="radio"/> Briefing Session <input checked="" type="radio"/> Recurring Business <input type="radio"/> Court Orders <input type="radio"/> Resolution <input type="radio"/> Presentation <input type="radio"/> Executive Session	
Agenda Wording: Receive monthly reports from Smith County departments.	
Background:	
Financial and Operational Impact:	
Attachments: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Is a Budget Amendment Necessary? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Does Document Require Signature? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Return Signed Documents to the following:	
Name:	Email:
Name:	Email:
Name:	Email:
Name:	Email:

Note: This is the only form required for agenda requests, with the exception of backup materials or attachments. This form should be completed and emailed to Agenda@smith-county.com and include any necessary attachments. **Deadline is Tuesday at 5:00pm a week before the next scheduled Commissioners Court meeting. Please make sure the requested agenda item has been proactively vetted with the appropriate reviewing individuals and obtained their signature as reviewed.** Regular Court Meetings are at 9:30am on Tuesdays each week.

SUBMIT

Office Use Only
Agenda Item # _____

Smith County
Animal Control & Shelter

Monthly Report
February 2025

ANIMAL CONTROL DATA

FIELD OPERATION STATS

Categories	Total
Complaints Worked	115
Follow-ups	8
Citations	5
Dogs Impounded	44
Bite Investigations	18
Cruelty Investigations	5
Field Owner Reclaims	0
Field Euthanized	5
Training/Continuing Education Hours	88

VEHICLE STATS

Vehicle Unit	Current Mileage	Total Miles Driven	Maintenance	Total Mileage Driven By Dept
5535	3647	2139		9474
5463	111,288	2813		
1279	7780	689		
2120	38,091	3830	Wires in box were fixed	
8568	N/A		In shop fixing front end	
8320	82,008	3		

ANIMAL SHELTER DATA

SHELTER STATS

Current and Release Amounts	Total
Beginning Count	36
Stray Intakes	57
Owner Surrenders	4
Returns	0
Cruelty Seized/Boarding	0
Transferred to Rescue	11
Adoptions	3
Owner Reclaims	11
Euthanized	21
Available	48

I certify that this document is accurate and fully complete to the best of my knowledge.

Amber Greene

Animal Control Supervisor Signature

3-5-2025

Date



SMITH COUNTY ANIMAL CONTROL

MONTHLY REPORT

Date: March 3, 2024



ACO NAME & RADIO #: Mead, Brady A24

Truck #: 5535

Number of complaints worked for month: 32

Number of Citations: 2

Number of Follow-ups for the month: 4

Number of dogs picked up for month: 23

Number of dogs released back to owner: 0

Number of animals euthanized & reason for each ex: dog bite, hit by car, etc. :

1; bite dog submitted for testing.

Animal Bite Reports for month: 7

Animal Cruelty Cases worked for month: 2

Training hours for month ex: continue education classes: 0

ODOMETER READING 3647; MILEAGE DRIVEN: 2139

Vehicle maintenance Issues: oil change, repairs etc.: N/A

Explanation: _____



SMITH COUNTY ANIMAL CONTROL

MONTHLY REPORT



Date: 2/1/25

ACO NAME & RADIO #: A. Thomas A23 Truck #: 5463

Number of complaints worked for month: 36 Number of Citations: 3

Number of Follow-ups for the month: 0

Number of dogs picked up for month: 7

Number of dogs released back to owner: _____

Number of animals euthanized & reason for each ex: dog bite, hit by car, etc. :
1 female heeler puppy that was ran over. 1 female pitx that had and embedded collar.
1 female pitx puppy that was ran over. 1 female shepherdx that had broken leg and back

Animal Bite Reports for month: 5

Animal Cruelty Cases worked for month: 1

Training hours for month ex: continue education classes: 48

ODOMETER READING 111,288; MILEAGE DRIVEN: 2,813

Vehicle maintenance Issues: oil change, repairs etc.: _____
Explanation: _____



SMITH COUNTY ANIMAL CONTROL

MONTHLY REPORT

Date: 3/3/2024



ACO NAME & RADIO #: E. ARAGON #A21 Truck #: 5463

Number of complaints worked for month: 31 Number of Citations: 0

Number of Follow-ups for the month: 2

Number of dogs picked up for month: 8

Number of dogs released back to owner: 0

Number of animals euthanized & reason for each ex: dog bite, hit by car, etc. :

Animal Bite Reports for month: 5

Animal Cruelty Cases worked for month: 2

Training hours for month ex: continue education classes: 0

ODOMETER READING 1111164; MILEAGE DRIVEN: 1,188

Vehicle maintenance Issues: oil change, repairs etc.: _____

Explanation: _____



SMITH COUNTY ANIMAL CONTROL

MONTHLY REPORT



Date: 3/3/25

ACO NAME & RADIO #: Chamberlain Kristen A22 Truck #: 2120

Number of calls worked for month: 16 Number of Citations: 0

Number of Follow-ups for the month: 2

Number of dogs picked up for month: 6

Number of dogs released back to owner: 0

Number of animals euthanized & reason for each ex: dog bite, hit by car, etc. :
N/A

Animal Bite Reports for month: 1

Animal Cruelty Cases worked for month: 0

Training hours for month ex: continue education classes: 40

ODOMETER READING 38,091; MILEAGE DRIVEN: 3,830

Vehicle maintenance Issues: oil change, repairs etc.: N/A

Explanation: _____

FACILITY SERVICES

MONTHLY REPORT
FEBRUARY 2025

EDWARD NICHOLS, DIRECTOR



COMPLETED PM'S / WORK ORDERS

- Combined total: 1,306.
- Completed PM's: 1,018.
- Completed Non-PM work orders: 288.
- Average hours per work order: 0.91
- Average cost per work order: \$25.15
- Combined total work orders completed for the current fiscal year: 6,916.

COMPLETED TASKS

- **Animal Shelter –**
 - Henderson Glass investigated and re-sealed around the upper Clerestory windows that have had ongoing issue with water leaking in during hard wind and rain events.
- **North Jail-**
 - Replaced faulty and leaking gas water heater that supplies hot water to tanks Q & R.
 - Identified and repaired small natural gas leaks on pipe fittings up on the roof of the North Jail.
 - Repaired pole lights around the barn/stable area as well as around the kitchen/visitation/laundry building.
- **Old R&B-**
 - Clifford Power Systems replaced leaking radiator and hoses on the emergency power generator that services the fuel station.
 - Also installed rental generator in case of power failure until all parts arrived and were installed.
- **Pct.1 Constable-**
 - Replaced RTU #1 that had a bad heat exchanger and interior rusting of components.
- **Pct.3 Troup-**
 - Conducted indoor air quality assessment with ERI Consulting after employee complaints of air quality.
 - Minimal mold was identified in a few restrooms in such a small quantity that we will be able to remediate it using our own staff.
 - Scheduled to begin remediation on 03/17/25 at the Pct's request.
- **Central Jail & Tower-**
 - Wellborn Mechanical replaced faulty bladder expansion tanks and pressure valves on boilers as needed.
 - TKE completed a cab door sill replacement on Elevator 1 that was causing issues with the elevator operation.
 - Wellborn Mechanical completed the scheduled replacement of Cooling Tower #1.
- **Gulf States – Facility Services Complex**
 - ERI Consulting and I Priority completed the abatement of asbestos in the buildings that are being demolished.
- **S.O. Admin-**
 - Completed the scheduled replacement of Qty.9 RTU's.
- **EOC-**
 - An underground domestic water main line leak which was reported by the utility provider was repaired.
 - Repaired pole lights that were not working.
- **Elections-**
 - Assisted with moving office furniture around as requested by the administrator.
- **Annex-**
 - Investigated and resolved odor issues in the basement.
 - Multiple actions were taken to identify and resolve this issue.
 - Relocated office furniture from the 2nd floor down to the 1st floor to assist Commissioner Herod.
 - Installed grip tape on the public entrance steps.

- Installed high vis tape at the edge of the accessible ramp at the back of the Commissioner's Court seating area.

CURRENT & SCHEDULED TASKS

- **Courthouse construction- Hoar & SCI Construction**
 - The new Courthouse site demolition began on August 5th. Expected completion and move in is July 2026.
 - Demolition of existing Courthouse is expected to begin in March 2027.
- **EOC-**
 - I.T. project to upgrade and install a new UPS battery backup system and the emergency generator due to its age, importance, and recent issues.
 - Discovered that there was never a service isolation switch as indicated on the original construction drawings and that there is a need for a quicker method to attach a rental generator when required in a quicker fashion. These items will both now be included in the scope of the project.
 - Awarded to Casey Slone Construction \$452,967.
 - Began on 12/30/24
 - Electrical room expansion and UPS replacement completed.
 - Currently awaiting the arrival of the generator and the ATS equipment to arrive from the factory.
- **Cotton Belt-**
 - Replace Qty.6 roof mounted exhaust fans due to their age being well past their life expectancy.
 - New exhaust fans have been set on the roof via crane.
 - Plan to begin replacements on 03/03/2025.
- **Cotton Belt / S.O. Admin – Generator replacements**
 - Replace the Cotton Belt generator located in the boiler room due to its age and issues.
 - Fitzpatrick Architects to design and spec for bidding.
 - Replace the S.O. Admin generator due to its age.
 - Fitzpatrick Architects to design and spec for bidding.
 - Both projects combined and awarded to Casey Slone Construction \$165,102 on 09/18/24.
- **Annex-**
 - I.T. Department project to relocate the data center on the 2nd floor. - **ARPA**
 - Fitzpatrick Architects to design and administrate the project.
 - Construction contract awarded in CC to RLM Contractors on 01/02/24.
 - Currently in progress as of 10/28/24.
 - Need to replace faulty VAV fan motors in the following areas.
 - Will Christians office on the 2nd floor.
 - Kari Perking office on the 4th floor.
- **CSCD-**
 - Additional damaged carpet and transitions require replacement in the office areas. - Est. \$ 37,643
 - Acquiring two more proposals as required.
 - CSCD has funding available in their own ordinary repairs fund to cover the expected cost of this.
- **Juvenile Services-**
 - Replacement of Water heaters 1, 2 and 3 is needed.
 - Juvenile has issued a PO for the replacement of these water heaters.
- **Pct.3 Troup-**
 - Mold remediation by Facility Services construction crew scheduled for the week of 02/10/2025.

- **Central Jail-**
 - Outer sliding door retrofit/upgrades on 2nd/3rd floors. - **CIP**
 - HDR to handle Design, Spec and C/A
 - Cornerstone Detention was awarded the project.
 - Airtek equipment to be installed.
 - S.O. to provide security to escort the contractors during the project.
 - Project is in progress on the 2nd floor.
 - 3rd floor has been completed.
 - Replace sump pumps for Elevators 1 & 2 due to age of equipment.
 - New FY25 project.
- **North Jail-**
 - Upgrade of the jail generator. – **ARPA**
 - Fitzpatrick Architects to provide design, specifications and contract administration.
 - PO issued to Drewery Construction \$427,036 on 12/19/24.
 - Replace AHU 1 and MAU 1 serving the kitchen and visitation areas due to end of life.
 - P.O. issued to Trane \$207,140 on 10/29/24.
- **Gulf State- (Facility Services) - ARPA**
 - Demolishing old structures and buildout of office in existing metal building.
 - Fitzpatrick Architects to provide design, specifications and contract administration. - \$140,000
 - Watson Commercial Construction to complete the project.
 - PO for \$2,689,900 issued to Watson Commercial on 12/31/24
- **S.O. Admin-**
 - Replace elevator sump pump due to its age.
 - New FY25 project.
- **Facility Services-**
 - Replace the water heater due to its age.
 - New FY25 project.
- **FCIC-**
 - The underground sewer line located outside of the building needs replacement or relining. The existing pipe is internally constricted causing frequent stoppages.
 - Scheduled to be completed on 03/04/2025.
- **Central Jail –**
 - FY25 CIP project to replace the roof of the old jail sections. – Estimated \$1M
 - Fitzpatrick to design/spec/administrate.
 - Proposal needed with opinion of probable cost for project. 01/02/25
- **Parking Lot Improvements-**
 - FY25 CIP project to maintain parking lots. -Estimated \$35K
 - Awaiting proposal from L&L Asphalt before acquiring 2 more proposals.
 - Pct.3 Troup – Seal/Stripe
 - Center/Locust Parking Lot- Seal/Stripe
 - Officer Parking Lot- Seal/Stripe
 - Central Jail (Sallyport and along Elm)- Stripe



SMITH COUNTY INFORMATION TECHNOLOGY – MONTHLY REPORT

CHIEF INFORMATION OFFICER: DON BELL

FEBRUARY 2025



SUMMARY

IN THE MONTH OF FEBRUARY, WE HAVE ADDED ONE NEW PERSONNEL TO SERVE AS A HELP DESK ANALYST AND INITIATED THE SUBSEQUENT TRAINING. AT THIS TIME, WE HAVE ALL POSITIONS FILLED FOR OUR ORGANIZATION. OVER THE LAST FEW WEEKS, WE HAVE LAUNCHED THE MANDATORY CYBERSECURITY AWARENESS TRAINING PROGRAM TO COUNTY EMPLOYEES AND MANAGING INITIAL QUESTIONS AND ISSUES ABOUT THAT PROGRAM LAUNCH WHICH IS DUE THIS SUMMER. THE NEW CJIS (CRIMINAL JUSTICE INFORMATION SYSTEM) CONTROLS -VERSION 6.0 HAVE BEEN ISSUED BY DPS WHICH PROVIDES THE REQUIREMENTS FOR OUR LAW ENFORCEMENT TO BE ABLE TO CONNECT TO DPS FOR GATHERING SENSITIVE INFORMATION. WE SPENT OVER 3 WEEKS COMPLETING THE AUDIT OF THE 1600 CONTROLS AND HAVE BEGUN TO WORK WITH THE SHERIFF'S OFFICE TO IDENTIFY ROLES AND RESPONSIBILITIES IN THE MANAGEMENT OF THOSE CONTROLS AND PLACING GUARDRAILS AND UPDATING SYSTEMS TO ACCOMMODATE THE CHANGES.

WE ALSO RECENTLY LAUNCHED "RESEARCH TEXAS" WHICH IS A MANDATORY STATEWIDE WEBSITE PORTAL THAT INTEGRATES WITH OUR ENTERPRISE CASE MANAGEMENT SYSTEM TO PROVIDE THE PUBLIC A PORTAL FOR VIEWING CIVIL CASES BY THE PUBLIC. LATER IN THE MONTH WE CONDUCTED A CYBERSECURITY TABLETOP EXERCISE INTERNALLY AND ALSO INCLUDED EMERGENCY MANAGEMENT TO ASSIST OUR DEPARTMENT IN EVALUATING OUR PROCESS AND RESPONSE DURING AN EMULATED CYBERSECURITY INCIDENT. WE CONDUCT THESE TABLETOPS ANNUALLY WHICH LEADS TO PROCESS AND SYSTEM IMPROVEMENTS TO INCREASE OUR SECURITY POSTURE. WE DID COMPLETE THE CHANGEOUT OF OUR PANIC SYSTEM AT VARIOUS FACILITIES WITH A NEW TECHNOLOGY THAT PROVIDES A MORE RAPID RESPONSE FOR OUR SECURITY TEAM TO COURTROOMS AND DEPARTMENTS.

IN REGARD TO LAW ENFORCEMENT, THE SHERIFF'S STRATEGY IS TO CONTINUE TO REGIONALIZE OUR RMS/CAD SPILLMAN SYSTEM TO OTHER POLICE DEPARTMENTS AND FIRE IN THAT THE IT DEPARTMENT HAS BECOME A HOSTING AGENCY FOR OUTSIDE LAW ENFORCEMENT WITH APPROXIMATELY 10 AGENCIES ONLINE. TO STRUCTURE THE TECHNOLOGY RELATIONSHIPS WITH THESE OUTSIDE ENTITIES WE RECENTLY COMPLETED THE CREATION OF A 3RD PARTY DATA ACCESS AGREEMENT THAT WOULD BE EXECUTED BETWEEN THE OUTSIDE AGENCY AND SMITH COUNTY WHICH WAS ADOPTED BY COMMISSIONERS COURT IN FEBRUARY. WE ARE ALSO IN THE PROCESS OF MOVING THE TICKETING SYSTEM IN PLACE TO A NEW SYSTEM (SPILLMAN) WHICH PROVIDES FOR THE REQUIRED RACIAL PROFILING REPORTS FILED ANNUALLY BY THE SHERIFF'S OFFICE AND CONSTABLE OFFICE. WITH RESPECT TO THE SHERIFF'S OFFICE AND LAW ENFORCEMENT, WE ARE WORKING WITH MOTOROLA IN THE LAUNCH OF A NEW TACTICAL CLOUD SYSTEM THAT PROVIDES OPERATIONAL VIEWS INTO AN MAJOR INCIDENT SCENE AND WILL BE AVAILABLE TO OTHER LOCAL AGENCIES PROVIDING SUPPORT FOR AN INCIDENT WHICH WILL OFFER ADDITIONAL LAYERS OF PUBLIC SAFETY SERVICES TO THE COUNTY.

THE MAJOR INITIATIVE NOW WE ARE FOCUSED ON IS THE LAUNCH OF OUR NEW DATA CENTER WHICH IS OCCUPYING A TREMENDOUS AMOUNT OF RESOURCES AND TIME STAGING & DESIGNING EQUIPMENT AND RESOURCES IN PREPARATION FOR THE HANDOFF FROM THE CONSTRUCTION TEAM. YOU CAN SEE PROGRESS PICTURES BELOW. FINALLY, WE ARE CONTINUING TO SEE INCREASING SECURITY THREATS FROM MULTIPLE SOURCES INCLUDING NATION STATE THREAT ACTORS WITH ORGANIZED ATTACKS ON OUR SYSTEMS AND

PERIMETER SECURITY. OUR SECURITY OPERATIONS TEAM IS ACTIVELY MONITORING AND RESPONDING AROUND THE CLOCK TO THESE THREATS AND HAVE CONTAINED SEVERAL THAT WERE ABLE TO INFILTRATE OUR SYSTEMS. WE CONTINUE TO PROVIDE ONCALL SUPPORT WITH OUR STAFF 24X7 AND AS EVERY DEPARTMENT HAS ADOPTED TECHNOLOGY TO SUPPORT THEIR SERVICES, THE DEMANDS FOR SUPPORT OF THESE TECHNOLOGY SERVICES FROM INFORMATION TECHNOLOGY CONTINUES TO GROW AT AN EXPONENTIAL RATE.

OPERATIONS AND MAINTENANCE

- 1246 WORK ORDERS CLOSED
- AFTER HOURS SUPPORT – 58 HOURS
- END OF MONTH TICKETS OPEN – 121
- 486 CALLS TO THE HELP DESK (CALLS DIRECT OR AFTER HOURS NOT INCLUDED)
- AVERAGE ANSWER TIME FOR CALLS TO HELP DESK = 14 SECONDS
- AVERAGE HOLD TIME FOR EMPLOYEE CALLS TO HELP DESK = 61 SECONDS
- AVERAGE TOTAL CALL TIME FOR RESOLUTION = 4:16
- 29 COMPUTERS DEPLOYED
- 231,002 SUPPORTED SECURITY UPDATE (PATCHES) DEPLOYED
- 6 CRITICAL SECURITY UPDATES DEPLOYED OVER 132 SERVERS
- CONDUCTED SYSTEMS MAINTENANCE WINDOW – TOTAL 6 HOURS
- POST MAINTENANCE WINDOW REMEDIATIONS – 4 HOURS
- SYSTEM STORAGE EXPANSION – ADDED 50TB OVER 3 HOURS
- SYSTEM OPERATIONS REVIEW AND UPDATES (GENERAL) – 20 HOURS
- DECOMMISSIONED 7 SERVERS
- 4 SERVER UPGRADES COMPLETED
- FINANCIAL SYSTEM UPGRADE COMPLETED
- MAJOR SECURITY UPDATES TO SYSTEMS OVER MULTIPLE FUNCTIONS
- LAW ENFORCEMENT CAMERA SYSTEMS (CAR/BODY CAMERAS) MAINTENANCE BACKUP TESTING AND RESTORE CONDUCTED
- DEPLOYED DATA AT REST ENCRYPTION SYSTEM FOR CERTAIN DEVICES
- UPDATED 119 PDF FORM AND DOCUMENTS IN COMPLIANCE WITH ADA
- NUMEROUS WEBSITE UPDATES AND COMPLETED THE BUILD OF A NEW SITE FOR THE BUDGET OFFICE
- COMPLETED UPGRADE OF CONFERENCE BRIDGE SYSTEM
- COMPLETED WIRELESS SYSTEMS AUDIT
- CONDUCTED 6 AFTER HOUR MAINTENANCE WINDOWS OVER SYSTEMS, SECURITY, GENERATOR CUTOVER AND REMOTE ACCESS SYSTEMS
- COMPLETED INTERNAL CYBERSECURITY PENETRATION TEST AND INITIATED REMEDIATION
- UPDATED PASSWORD POLICY AND DEPLOYED TO THE COUNTY
- CONDUCTED A SECURITY EXERCISE FOCUSED ON PASSWORDS FOR THE COUNTY
- PLACED GIS RESOURCE AT THE ROAD AND BRIDGE DEPARTMENT ONE DAY PER WEEK
- UPDATING ROAD AND LANDMARK MAPS FOR ROAD AND BRIDGE
- COMPILED GIS ANALYSIS OF PRIMARY ELECTION FOR 2024 FOR ELECTIONS DEPARTMENT
- COMPLETED GIS DENSITY MAPS FOR DISPATCH ANIMAL CONTROL SERVICE CALLS
- GEOCODED, MAP AND ANALYZE VOTER ADDRESSES IN SPECIFIC VOTER PRECINCTS FOR ELECTION ADMINISTRATION
- LAUNCHED CITY WORKS FOR ROAD AND BRIDGE WHICH IS SOFTWARE FOR WORK ORDER TRACKING
- PARTICIPATED IN THE IPAWS TABLETOP EXERCISE
- CREATED RAILROAD MAP FOR EMERGENCY MANAGEMENT
- WILDFIRE RESPONSE FIELD MAPS APP FOR EMERGENCY MANAGEMENT AND ROLLED OUT

- FIREWALL UPGRADES COMPLETED
- CONTINUING THE TESTING OF ODYSSEY 2023 FOR AN UPGRADE

ADMINISTRATIVE

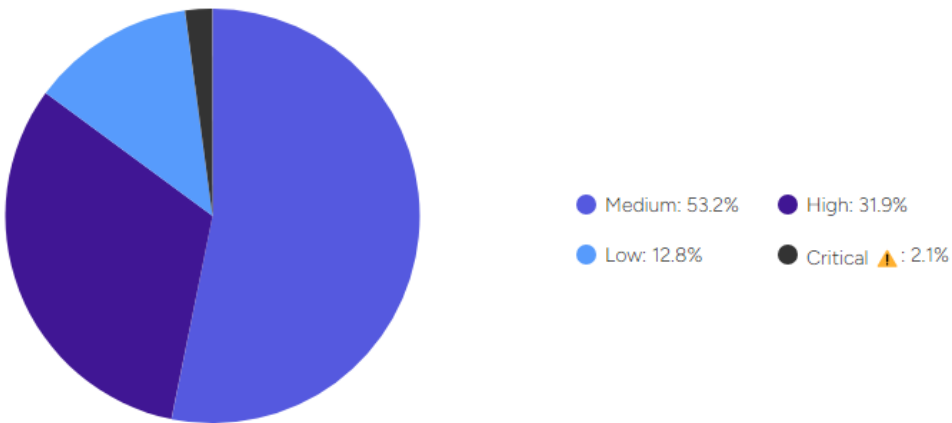
- CREATED 47 PURCHASE ORDERS
- CLOSED 51 PURCHASE ORDERS
- COMPLETED ANNUAL CONTRACT MAINTENANCE RENEWALS FOR 13 CONTRACTS
- CLOSED 17 INVOICES FOR PROJECT CLOSURES
- RECONCILED 8 PHONE ACCOUNTS / BILLING
- RECEIVE, INVENTORY, STAGE, INSTALL AND DEPLOY EQUIPMENT

PROJECTS

WHERE OUR PROJECTS FALL WITH RESPECT TO PRIORITY

Project Priorities ⌵

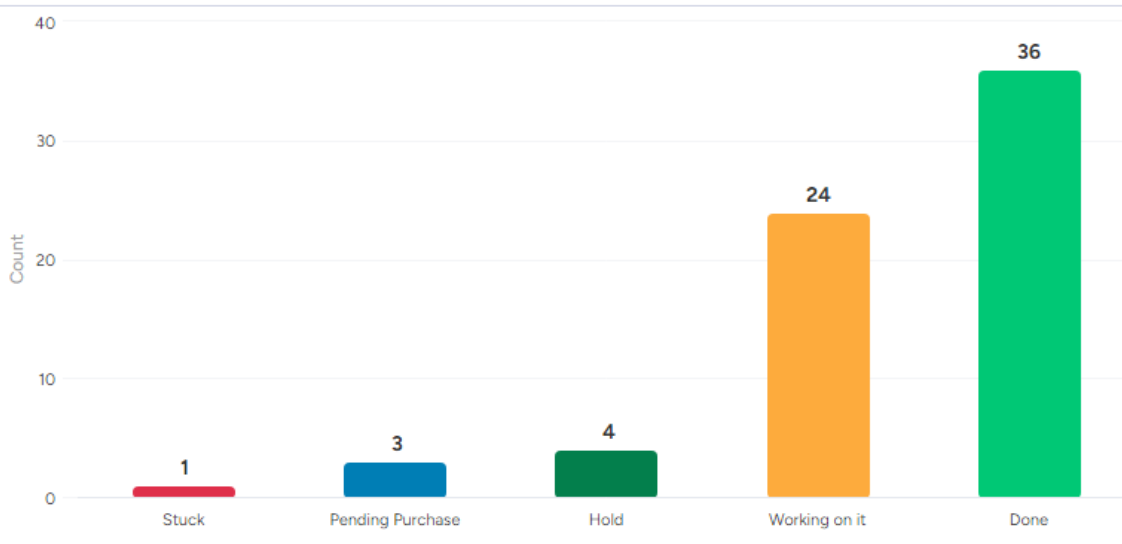
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PROJECT STATUS - FEBRUARY

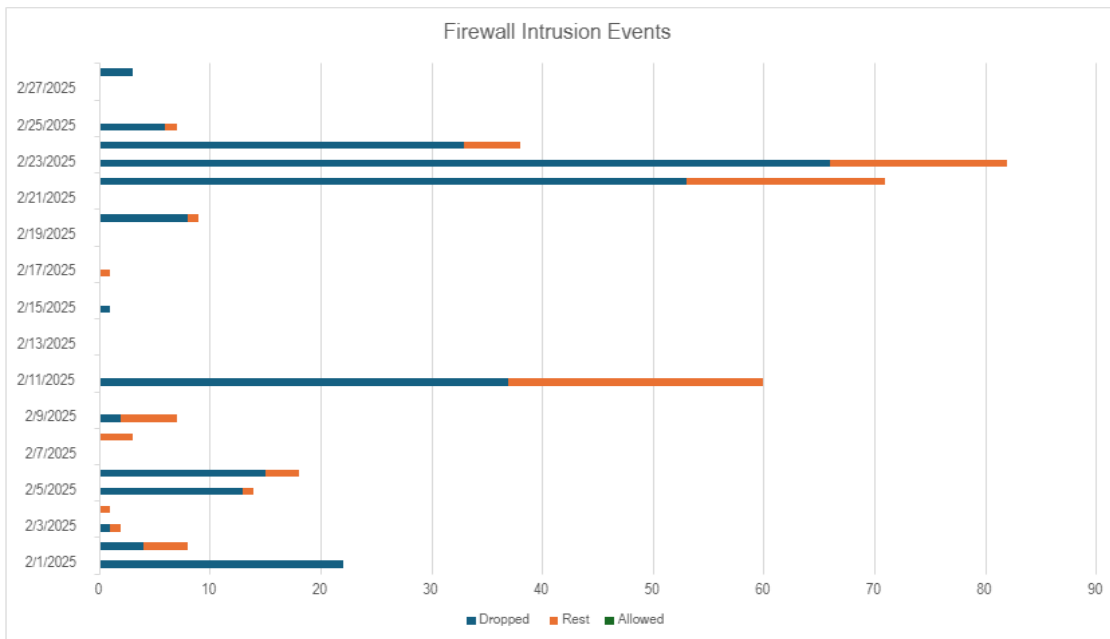
Chart ⌵

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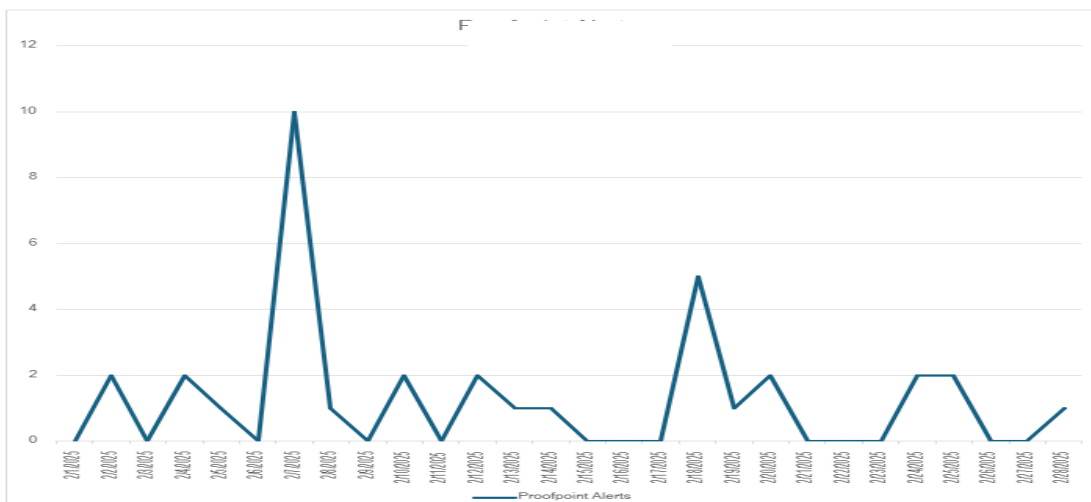


EXECUTIVE CYBERSECURITY SUMMARY

- BLOCKED 506,786 EMAILS
- RECEIVED 361,258 EMAILS
- PROCESSED A TOTAL OF 868,044 EMAILS
- RESOLVED 654 CRITICAL SECURITY VULNERABILITIES
- RESOLVED 4,658 HIGH SECURITY VULNERABILITIES
- RESOLVED 1,517 MEDIUM SECURITY VULNERABILITIES
- BLOCKED A TOTAL OF 13,292 DIRECT FIREWALL ATTEMPTS
- ADDRESSED 347 UNIQUE FIREWALL INTRUSION ALERTS
- COMPLETED 521 OPERATIONAL SECURITY CHECKS FOR THE MONTH
- TRACKING 28 PRIMARY SECURITY UPDATES FOR SYSTEMS AND NETWORKS – PROJECTS
- CONDUCTED 72 SECURITY ASSESSMENTS AS A RESULT OF OPERATIONAL SECURITY CHECKS
- 3 CRITICAL INVESTIGATIONS CONDUCTED
- LARGE QUANTITY OF INTRUSION EVENTS ON SPECIFIC DATES WERE REMEDIATED AND BLOCKED



WEB / EMAIL FILTER BLOCKS



DATA CENTER VIEWS – IN PROGRESS



MONTHLY REPORT FOR FEB 2025

Judicial Compliance

Number of cases in which court costs, fees and fines were assessed during the quarter.

ALL DISTRICT	65
ALL COUNTY COURTS	41
ALL JP COURTS	113
<i>TOTAL</i>	219

DOLLAR AMOUNT ASSESSED:

ALL DISTRICT	\$54,444.11
ALL COUNTY COURTS	\$117,366.00
ALL JP COURTS	\$52,506.58
<i>TOTAL</i>	\$224,316.69

DOLLAR AMOUNT COLLECTED:

ALL DISTRICT	\$26,929.72
ALL COUNTY COURTS	\$78,080.49
ALL JP COURTS	\$24,975.98
<i>TOTAL</i>	\$129,986.19



County Of Smith

"Striving For Excellence"

Phone: (903) 590-2620

Fax: (903) 590-2626

Pretrial Release & Personal Bond Office
200 East Ferguson, Tyler, Texas 75702

MONTHLY REPORT February 2025

DATE: March 3, 2025

Inmates interviewed	250
PBO bonds submitted	53
PBO bonds approved	35
PBO bonds in review	0
Inmates released/PBO bonds	14
Defendants failed to show for court	0

Bonds Processed:

Misdemeanors	370
Felony	192
Class – C	36
Out of county	40
Bond Fees collected	\$ 3,120.00
Total bonds processed	638

The Smith County Bail Bond Board meeting was on February 19, 2024, all bonding companies were in compliance.

BONDS DISPOSED by the COURT:

Gayle David Albright- DA declined to prosecute DWI 1-24-25.

Elizabeth Moreno- DA declined to prosecute POM 2-4-25.

Dolores Martinez- Plead 2-7-25 to 16 months' probation and 24 hours community service.

Ju-Keysten Campbell- DA declined to prosecute PCS 2-12-25.

Alexander Williams- Plead 2-20-25 received 6-year probation.

Christian Sondeck- Plead 2-21-25 received 18 months' probation, 100 hours community service and \$100. Fine

Torina Chase- Plead 2-24-25 received 20 days Smith County Jail.

FTA/ BOND VIOL/SOB/ARRESTED:

Jose Luis Alejo- A failed to appear warrant was issued 4-6-23. He was arrested 2-6-25 in Camp County. He is now in the Smith County Jail.

William Jester- Received a bond violation on his DWI and the warrant was issued 2-18-25. He was arrested 2-19-25.

Staff is currently monitoring 80 defendants on the Pre-Trial Release Program.

Respectfully,



Shane Scott
Director

Smith County Veterans Service Office

MONTHLY REPORT

February 2025

Office Visits:

Smith County Residents – 146

Out of County Residents – 56

Total - 202

Phone Calls –379

Initial Claims Filed- 35

Pension, DIC & Survivor's Claims Filed- 8

Appeals Filed- 13

Miscellaneous (Burial, DD-214 requests, etc.) - 234

Number of Clients Not Eligible to file claims-3

7

SMITH COUNTY COMMISSIONERS COURT AGENDA ITEM REQUEST FORM

Submission Date: 03/042025	Submitted by: KAREN NELSON
Meeting Date: 03/11/2025	Department: ROAD & BRIDGE
Item Requested is: <input checked="" type="checkbox"/> For Action/Consideration <input type="checkbox"/> For Discussion/Report	
Title: Plats	
Agenda Category: <input checked="" type="radio"/> Briefing Session <input type="radio"/> Recurring Business <input checked="" type="radio"/> Court Orders <input type="radio"/> Resolution <input type="radio"/> Presentation <input type="radio"/> Executive Session	
Agenda Wording: Consider and take necessary action to authorize the county judge to sign the: a. Final Plat for the Joey Garrett Subdivision, Precinct 2; and b. Final Flat for the Mitch Brown Addition, Precinct 1	
Background:	
Financial and Operational Impact:	
Attachments: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Is a Budget Amendment Necessary? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Does Document Require Signature? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Return Signed Documents to the following:	
Name:	Email:
Name:	Email:
Name:	Email:
Name:	Email:

Note: This is the only form required for agenda requests, with the exception of backup materials or attachments. This form should be completed and emailed to Agenda@smith-county.com and include any necessary attachments. **Deadline is Tuesday at 5:00pm a week before the next scheduled Commissioners Court meeting. Please make sure the requested agenda item has been proactively vetted with the appropriate reviewing individuals and obtained their signature as reviewed.** Regular Court Meetings are at 9:30am on Tuesdays each week.

SUBMIT

Office Use Only
Agenda Item # _____



Subdivision Name: Joey Garrett Subdivision
 Adjacent Road: County Road 2182
 Developer: Joey Garrett Phone: _____
 email: _____ ^{tt.com} Fax: _____
 Surveyor: Joseph Pollard Phone: _____
 email: _____ Fax: _____

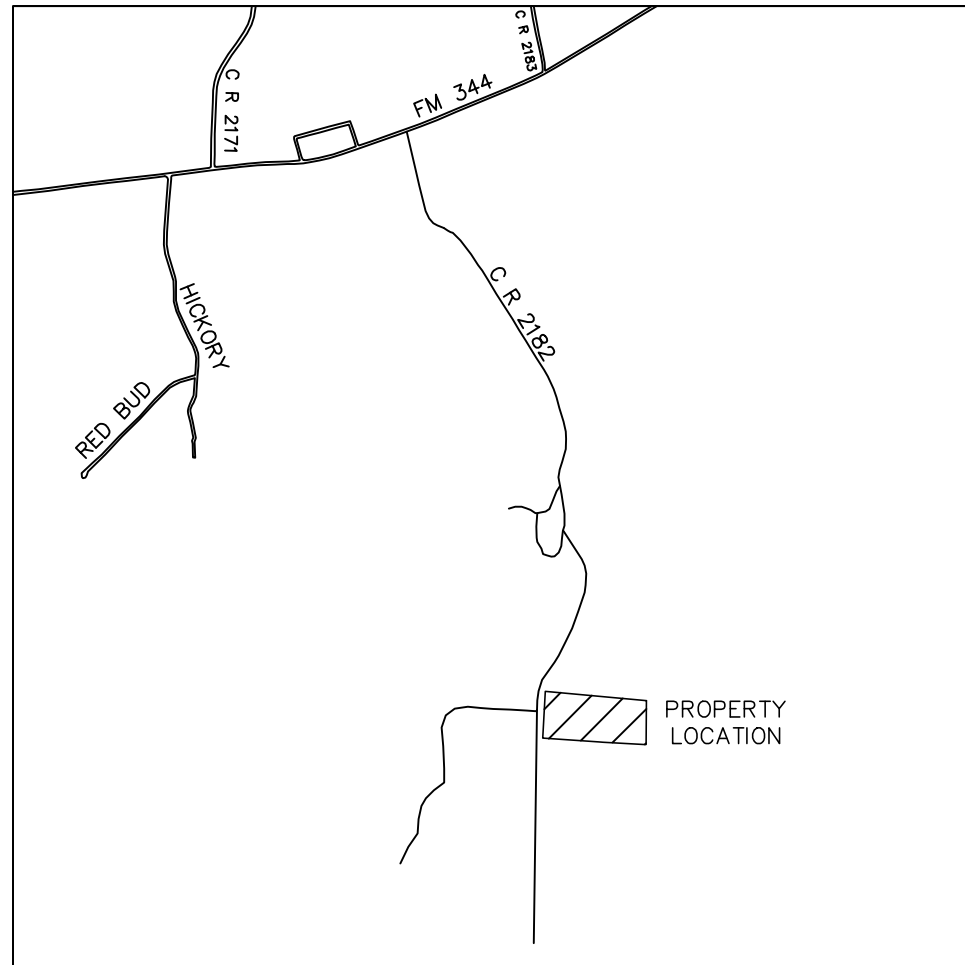
Roadway Length: _____ ft. (centerline)

Item	Date and Initial when received		
	Resub/Lot Line Adjustment	No Roads	With Roads
Prior to Court Submission	Preliminary Plat (2 copies)	Not Required	
	Preliminary Plat Approved	Not Required	
	Final Plat (mylar & 3 prints)		2-28-25 SB
	Plat Fee	\$25	\$100 2-28-25 SB
	Construction Bond (\$20 /ft.)	Not Required	Not Required
	Testing Fee (\$1.50/ft with Curb & Gutter, \$1/ft without)	Not Required	Not Required
	911 Clearance Letter		2-28-25 SB
	Designated Rep. (Pledger) Clearance Letter	See notes below	2-28-25 SB
	Tax Certificate		2-28-25 SB
	Plans and Specifications (2 copies)	Not Required	Not Required
	TCEQ Permit for Dam (if lake or pond present)		
	Flood Plain Development Permit & Fee (if required)	\$100	\$100
At Completion of Construction	Final Inspection	Not Required	Not Required
R/W Accepted as County Road by Commissioners Court	Maintenance Bond (\$30/ft.)	Not Required	Not Required
	County Rd Number	Not Required	Not Required

Notes: Increase lot(s) – Pledger letter “NOT” required
 Decrease lot(s) – Pledger letter “IS” required

WILLIAM BICKERSTAFF SURVEY A-131

NOTICE: SELLING A PORTION OF THIS ADDITION BY METES AND BOUNDS IS A VIOLATION OF CITY ORDINANCE AND STATE LAW AND IS SUBJECT TO FINES AND WITHHOLDING OF UTILITIES AND BUILDING PERMITS.



VICINITY MAP NOT TO SCALE

OWNER'S STATEMENT:

THAT WE, JOEL GARRETT AND TINA GARRETT, HEREBY ADOPT THIS PLAT DESIGNATING THE HEREON DESCRIBED PROPERTY AS A FINAL PLAT FOR THE JOEY GARRETT SUBDIVISION, AND DO ACCEPT THIS AS OUR PLAN FOR THE SUBDIVIDING INTO LOTS AND BLOCKS AND DO DEDICATE TO THE PUBLIC THE STREETS AND EASEMENTS AS SHOWN. IT IS THE PROPERTY OWNER'S RESPONSIBILITY TO VERIFY EASEMENTS PRIOR TO CONSTRUCTING ANY IMPROVEMENTS.

WITNESS, MY HAND, THIS THE ____ DAY OF _____, 2025.

BY: _____
JOEL GARRETT

SUBSCRIBED AND SWORN BEFORE ME, A NOTARY PUBLIC, IN AND FOR THE STATE OF TEXAS, THIS THE ____ DAY OF _____, 2025.

NOTARY PUBLIC

WITNESS, MY HAND, THIS THE ____ DAY OF _____, 2025.

BY: _____
TINA GARRETT

SUBSCRIBED AND SWORN BEFORE ME, A NOTARY PUBLIC, IN AND FOR THE STATE OF TEXAS, THIS THE ____ DAY OF _____, 2025.

NOTARY PUBLIC

SURVEYOR'S STATEMENT:

I, JOSEPH POLLARD, REGISTERED PROFESSIONAL LAND SURVEYOR NO. 6499, DO HEREBY CERTIFY THAT THIS PLAT WAS PREPARED FROM AN ACTUAL SURVEY MADE ON THE GROUND UNDER MY DIRECTION AND SUPERVISION DURING THE MONTH OF OCTOBER, 2024.

JOSEPH K. POLLARD
REGISTERED PROFESSIONAL LAND SURVEYOR NO. 6499
STATE OF TEXAS

APPROVAL:

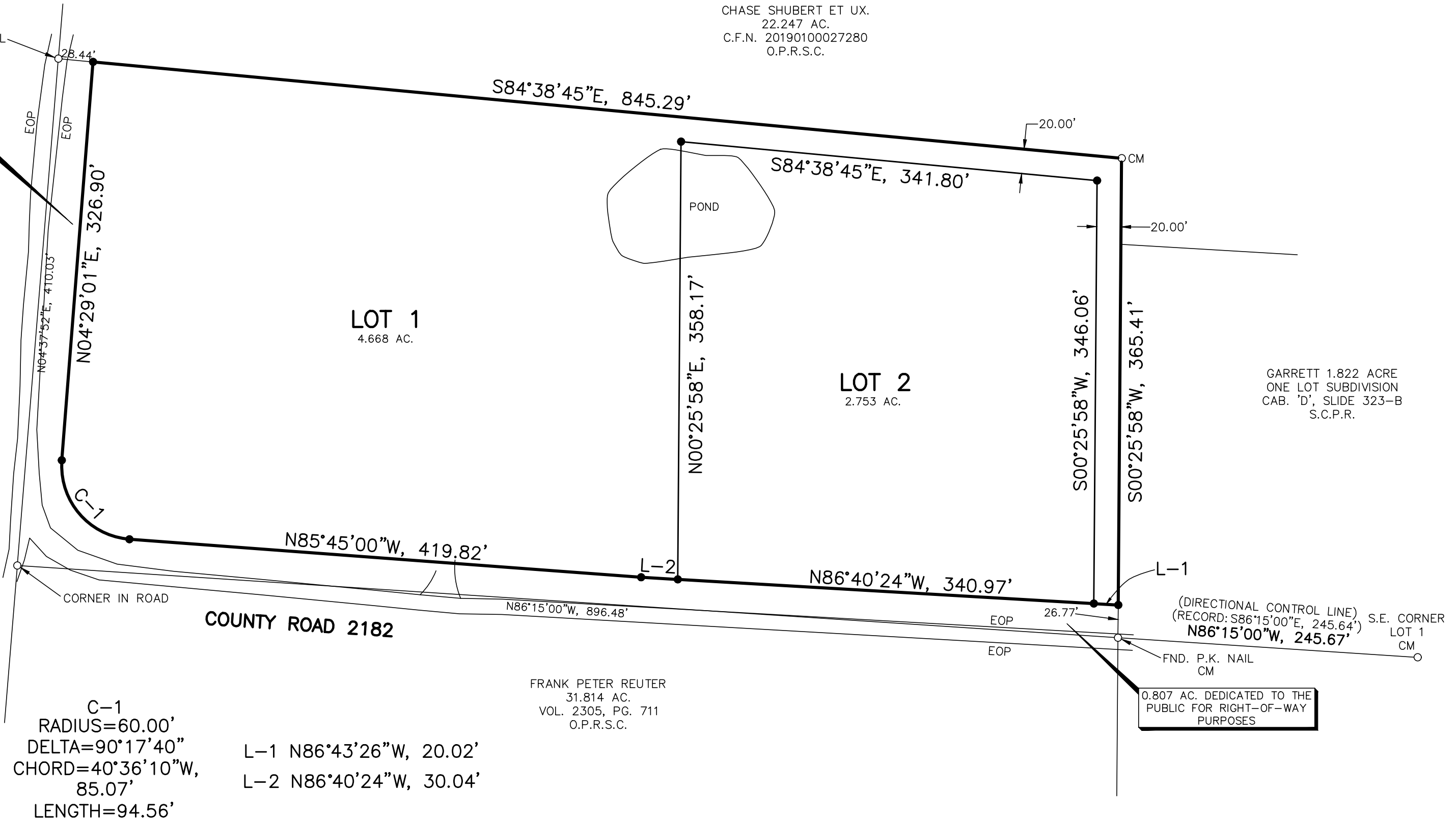
THIS PLAT APPROVED BY THE COMMISSIONERS COURT OF SMITH COUNTY, THIS THE ____ DAY OF _____, 2025.

COUNTY JUDGE

PRELIMINARY - THIS PLAT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR REVED UPON AS A FINAL SURVEY DOCUMENT.

0.807 AC. DEDICATED TO THE PUBLIC FOR RIGHT-OF-WAY PURPOSES

COUNTY ROAD 2182



CHASE SHUBERT ET UX.
22.247 AC.
C.F.N. 20190100027280
O.P.R.S.C.

GARRETT 1.822 ACRE ONE LOT SUBDIVISION CAB. 'D', SLIDE 323-B S.C.P.R.

FRANK PETER REUTER
31.814 AC.
VOL. 2305, PG. 711
O.P.R.S.C.

C-1
RADIUS=60.00'
DELTA=90°17'40\"/>

L-1 N86°43'26\"/>

0.807 AC. DEDICATED TO THE PUBLIC FOR RIGHT-OF-WAY PURPOSES

INDICATES FND. 1/2\"/>

INDICATES 1/2\"/>

LEGEND
CM=CONTROLLING MONUMENT
EOP=EDGE OF PAVEMENT



PLAT RECORDED IN CABINET 'G', SLIDE _____
DATE RECORDED: _____

FINAL PLAT
JOEY GARRETT SUBDIVISION
WILLIAM BICKERSTAFF SURVEY A-131
SMITH COUNTY, TEXAS

BMS TYLER SURVEYORS
BOB MATUSH SURVEYING, INC.
REGISTERED PROFESSIONAL LAND SURVEYORS
2624 KENSINGTON DRIVE, SUITE 107 TYLER, TEXAS 75703
TEL. (903) 561-7287 www.bmstyler.com
T.B.P.E.L.S. FIRM NO. 10048200



Subdivision Name: Mitch Brown Addition
 Adjacent Road: FM 2868
 Developer: Mitch Brown Phone: _____
 email: _____^{1 unit} Fax: _____
 Surveyor: Joseph Pollard Phone: _____
 email: _____ Fax: _____

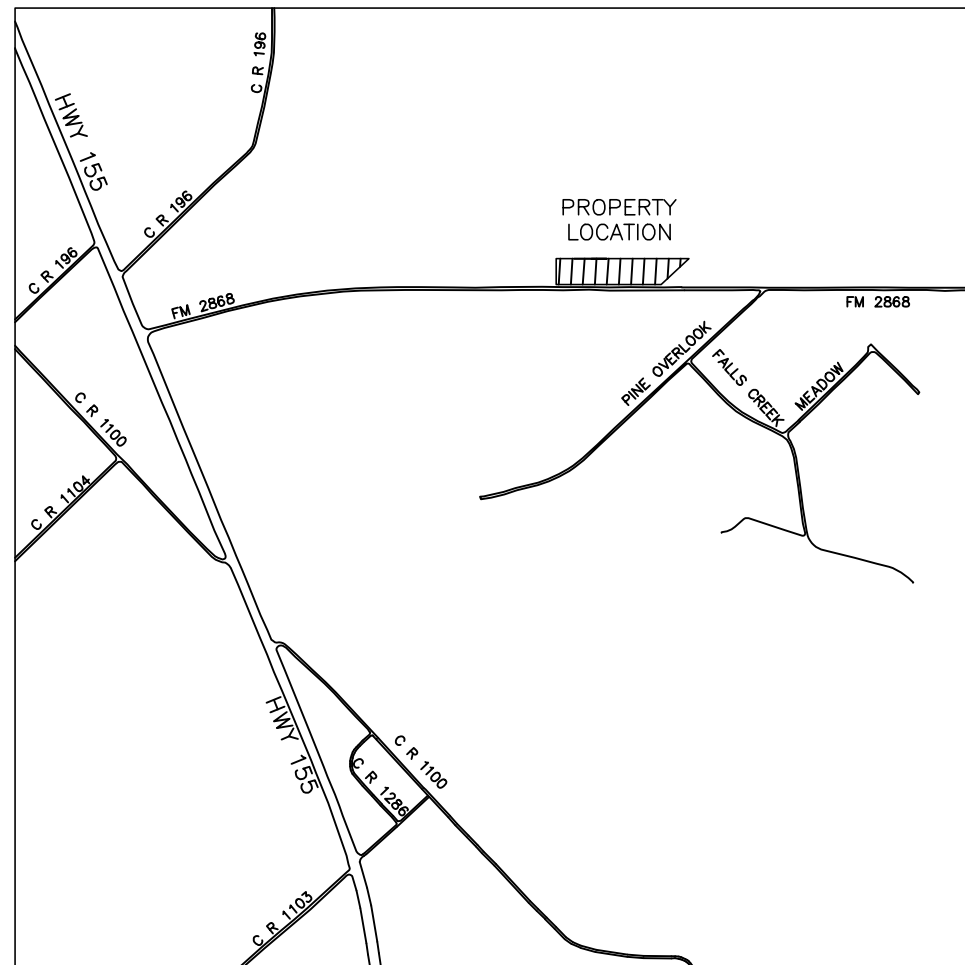
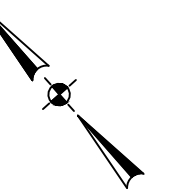
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Prior to Court Submission	Preliminary Plat (2 copies)	Not Required	
	Preliminary Plat Approved	Not Required	
	Final Plat (mylar & 3 prints)		2-28-25 S.B.
	Plat Fee	\$25	\$100 2-28-25 S.B.
	Construction Bond (\$20 /ft.)	Not Required	Not Required
	Testing Fee (\$1.50/ft with Curb & Gutter, \$1/ft without)	Not Required	Not Required
	911 Clearance Letter		2-5-25 S.B.
	Designated Rep. (Pledger) Clearance Letter	See notes below	2-28-25 S.B.
	Tax Certificate		2-28-25 S.B.
	Plans and Specifications (2 copies)	Not Required	Not Required
	TCEQ Permit for Dam (if lake or pond present)		
	Flood Plain Development Permit & Fee (if required)	\$100	\$100
At Completion of Construction	Final Inspection	Not Required	Not Required
RW Accepted as County Road by Commissioners Court	Maintenance Bond (\$30/ft.)	Not Required	Not Required
	County Rd Number	Not Required	Not Required

Notes: Increase lot(s) – Pledger letter “NOT” required
 Decrease lot(s) – Pledger letter “IS” required

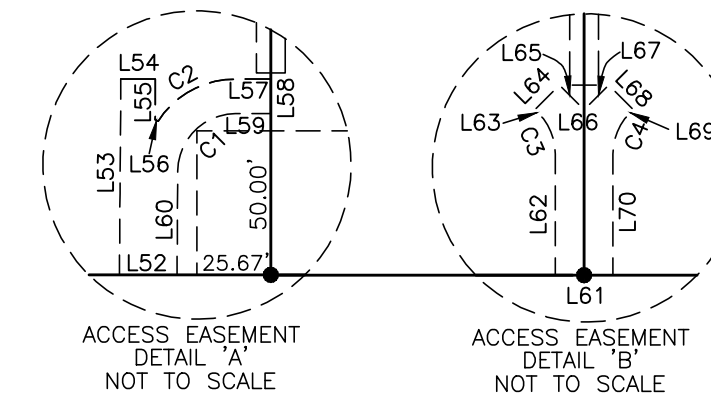
DON THOMAS QUEVADO SEVEN LEAGUE GRANT, SECTION 27, A-18

(BEARINGS ARE BASED ON THE TEXAS COORDINATE SYSTEM, NORTH CENTRAL ZONE, NAD83 MAP DATUM)



VICINITY MAP
NOT TO SCALE

NOTICE: SELLING A PORTION OF THIS ADDITION BY METES AND BOUNDS IS A VIOLATION OF CITY ORDINANCE AND STATE LAW AND IS SUBJECT TO FINES AND WITHHOLDING OF UTILITIES AND BUILDING PERMITS.

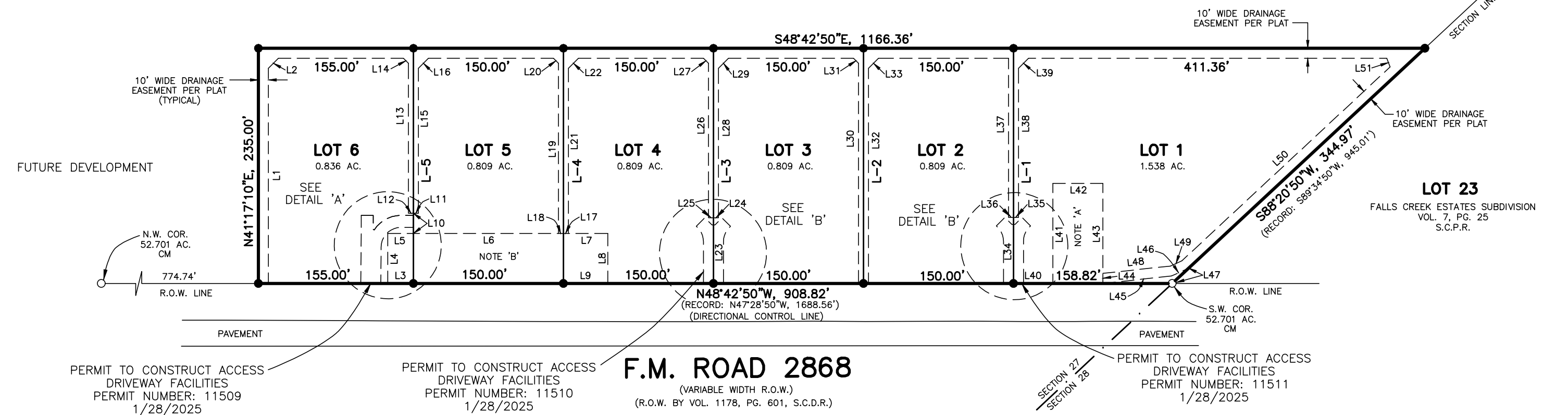


ACCESS EASEMENT
DETAIL 'A'
NOT TO SCALE

ACCESS EASEMENT
DETAIL 'B'
NOT TO SCALE

FM 2868 HOLDINGS, LLC., 52.701 AC., C.F.N. 202401037792, O.P.R.S.C.

FUTURE DEVELOPMENT



OWNER'S STATEMENT:

THAT WE, FM 2868 HOLDINGS, LLC, HEREBY ADOPT THIS PLAT DESIGNATING THE HEREON DESCRIBED PROPERTY AS A FINAL PLAT FOR THE MITCH BROWN ADDITION, AND DO ACCEPT THIS AS OUR PLAN FOR THE SUBDIVIDING INTO LOTS AND BLOCKS AND DO DEDICATE TO THE PUBLIC THE STREETS AND EASEMENTS AS SHOWN. IT IS THE PROPERTY OWNER'S RESPONSIBILITY TO VERIFY EASEMENTS PRIOR TO CONSTRUCTING ANY IMPROVEMENTS.

WITNESS, MY HAND, THIS THE ____ DAY OF _____, 2025.

BY: _____
FM 2868 HOLDINGS, LLC

SUBSCRIBED AND SWORN BEFORE ME, A NOTARY PUBLIC, IN AND FOR THE STATE OF TEXAS, THIS THE ____ DAY OF _____, 2025.

NOTARY PUBLIC

WITNESS, MY HAND, THIS THE ____ DAY OF _____, 2025.

SURVEYOR'S STATEMENT:

I, JOSEPH POLLARD, REGISTERED PROFESSIONAL LAND SURVEYOR NO. 6499, DO HEREBY CERTIFY THAT THIS PLAT WAS PREPARED FROM AN ACTUAL SURVEY MADE ON THE GROUND UNDER MY DIRECTION AND SUPERVISION DURING THE MONTH OF DECEMBER, 2024.

JOSEPH K. POLLARD
REGISTERED PROFESSIONAL LAND SURVEYOR NO. 6499
STATE OF TEXAS

PRELIMINARY—THIS PLAT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT.

RELEASED FOR PRELIMINARY REVIEW
JOSEPH K. POLLARD, R.P.L.S. 6499

APPROVAL:

THIS PLAT APPROVED BY THE COMMISSIONERS COURT OF SMITH COUNTY, THIS THE ____ DAY OF _____, 2025.

COUNTY JUDGE

- L-1 N41°17'10"E, 235.00'
- L-2 N41°17'10"E, 235.00'
- L-3 N41°17'10"E, 235.00'
- L-4 N41°17'10"E, 235.00'
- L-5 N41°17'10"E, 235.00'

ACCESS EASEMENTS

LINE	BEARING	DISTANCE
L52	N 48°42'50" W	20.00'
L53	N 41°42'07" E	39.75'
L54	S 48°42'50" E	12.00'
L55	S 41°42'07" W	14.02'
L56	S 19°20'35" E	1.17'
L57	S 48°42'50" E	12.28'
L58	S 41°17'10" W	12.00'
L59	N 48°42'50" W	12.28'
L60	S 41°42'07" W	36.15'
L61	N 48°42'50" W	20.00'
L62	N 41°17'10" E	41.72'
L63	N 03°42'50" W	1.72'
L64	N 86°17'10" E	12.00'
L65	S 03°42'50" E	10.00'
L66	S 48°42'50" E	3.03'
L67	S 86°17'10" W	10.00'
L68	S 03°42'50" E	12.00'
L69	S 86°17'10" W	1.72'
L70	S 41°17'10" W	41.72'

DRAINAGE EASEMENT

LINE	BEARING	DISTANCE	LINE	BEARING	DISTANCE
L1	N41°17'10"E	215.00'	L27	N03°42'20"W	7.07'
L2	N86°17'10"E	14.14'	L28	N41°17'10"E	149.42'
L3	N48°42'50"W	25.67'	L29	N86°16'49"E	14.14'
L4	N41°17'10"E	50.00'	L30	N41°17'10"E	220.00'
L5	S48°42'50"E	25.67'	L31	N03°42'23"W	7.07'
L6	S48°42'50"E	150.00'	L32	N41°17'10"E	215.00'
L7	S48°42'50"E	44.33'	L33	N86°16'52"E	14.14'
L8	S41°17'10"W	50.00'	L34	N41°17'10"E	66.00'
L9	N48°42'50"W	44.33'	L35	N48°47'44"W	5.00'
L10	N41°17'10"E	20.15'	L36	N48°47'44"W	5.00'
L11	N48°42'50"W	5.00'	L37	N41°17'10"E	159.00'
L12	N48°42'50"W	5.00'	L38	N41°17'10"E	148.99'
L13	N41°17'10"E	149.85'	L39	N86°17'10"E	14.14'
L14	N03°42'50"W	7.07'	L40	S48°42'50"E	39.33'
L15	N41°17'10"E	144.85'	L41	N41°17'10"E	100.00'
L16	N86°17'10"E	14.14'	L42	S48°42'50"E	50.00'
L17	N48°42'50"W	5.00'	L43	S41°17'10"W	100.00'
L18	N48°42'50"W	5.00'	L44	S41°17'10"W	10.06'
L19	N41°17'10"E	170.00'	L45	S54°51'02"E	69.04'
L20	N03°42'47"W	7.07'	L46	S73°15'05"E	18.94'
L21	N41°17'10"E	165.00'	L47	S88°20'50"W	22.38'
L22	N86°16'47"E	14.14'	L48	S54°51'02"E	67.96'
L23	N41°17'10"E	65.58'	L49	S73°15'06"E	12.83'
L24	N48°42'50"W	5.00'	L50	N88°20'50"E	284.45'
L25	N48°42'50"W	5.00'	L51	N19°49'04"E	9.31'
L26	N41°17'10"E	154.42'			

CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C1	31.27'	20.00'	89°35'03"	S 86°29'39" W	28.18'
C2	31.86'	32.00'	57°02'45"	S 77°14'12" E	30.56'
C3	15.71'	20.00'	45°00'00"	N 18°47'10" E	15.31'
C4	15.71'	20.00'	45°00'00"	S 63°47'10" W	15.31'

NOTE 'A'
50'X100' DRAINAGE EASEMENT
VOL. 1178, PG. 601
S.C.D.R.

NOTE 'B'
50'X220' DRAINAGE EASEMENT
VOL. 1178, PG. 601
S.C.D.R.

INDICATES FND. 1/2" I. ROD UNLESS OTHERWISE NOTED.

INDICATES 1/2" I. ROD TO BE SET MARKED WITH A PLASTIC CAP: BMS TYLER.

CM=CONTROLLING MONUMENT



PLAT RECORDED IN CABINET 'G', SLIDE _____
DATE RECORDED: _____

FINAL PLAT
MITCH BROWN ADDITION
DON THOMAS QUEVADO SEVEN LEAGUE GRANT, SECTION 27, A-18
SMITH COUNTY, TEXAS

BMS TYLER SURVEYORS
BOB MATUSH SURVEYING, INC.
REGISTERED PROFESSIONAL LAND SURVEYORS
2624 KENSINGTON DRIVE, SUITE 107 TYLER, TEXAS 75703
TEL. (903) 561-7287 www.bmstyler.com
T.B.P.E.L.S. FIRM NO. 10048200

JOB NO. 23-013 DATE: 13 FEBRUARY 2025 SCALE: 1"=100'

8

SMITH COUNTY COMMISSIONERS COURT AGENDA ITEM REQUEST FORM

Submission Date:	Submitted by: Jennafer Bell
Meeting Date: Weekly	Department: Auditor
Item Requested is: <input type="checkbox"/> For Action/Consideration <input checked="" type="checkbox"/> For Discussion/Report	
Title: Weekly Bill Pay	
Agenda Category: <input type="radio"/> Briefing Session <input type="radio"/> Recurring Business <input checked="" type="radio"/> Court Orders <input type="radio"/> Resolution <input type="radio"/> Presentation <input type="radio"/> Executive Session	
Agenda Wording: Consider and take necessary action to approve and/or ratify payment of accounts, bills, payroll, transfer of funds, amendments, and health claims.	
Background:	
Financial and Operational Impact:	
Attachments: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Is a Budget Amendment Necessary? Yes <input type="checkbox"/> No <input type="checkbox"/>
Does Document Require Signature? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Return Signed Documents to the following:	
Name:	Email:
Name:	Email:
Name:	Email:
Name:	Email:

Note: This is the only form required for agenda requests, with the exception of backup materials or attachments. This form should be completed and emailed to Agenda@smith-county.com and include any necessary attachments. **Deadline is Tuesday at 5:00pm a week before the next scheduled Commissioners Court meeting. Please make sure the requested agenda item has been proactively vetted with the appropriate reviewing individuals and obtained their signature as reviewed.** Regular Court Meetings are at 9:30am on Tuesdays each week.

SUBMIT

Office Use Only
Agenda Item # _____