



# TARRANT COUNTY BUDGET & RISK MANAGEMENT

TARRANT COUNTY ADMINISTRATION BUILDING  
100 E. WEATHERFORD – 4<sup>TH</sup> FLOOR, ROOM 403  
FORT WORTH, TEXAS 76196-0102  
817/884-2640 FAX 817/212-7202

HELEN H. GIESE  
DIRECTOR

## RISK MANAGEMENT BOARD MEETING

September 8, 2021

11:00 a.m.

### MINUTES

#### Call to Order

<b>PRESENT: Members/Reps:</b>	<b>Helen Giese</b>	(Director, Budget & Risk Mgmt.)
	<b>Kandice Boutte</b>	(Assistant Director, Budget & Risk Mgmt.)
	<b>Travis Yarbrough</b>	(Risk Manager)
	<b>Tina Glenn</b>	(Human Resources Director)
	<b>Steve Sparks</b>	(Chief, Internal Affairs & Technology)
	<b>Natalie Rose</b>	(Community Liaison, County Judge)
	<b>Maegan South</b>	((Strategic Initiatives Mngr. Co. Admin)
	<b>David Hudson</b>	(Asst. District Attorney)

#### I. Approval of September 1, 2021 Minutes

Natalie Rose made a moved for approval of the September 1, 2021 minutes of the Risk Management Board. Steve Sparks seconded; motion carried with Tina Glenn abstaining.

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**II. Consideration of Claims**

***RISK MANAGEMENT OFFICE***

- A. Zayo Group** **\$ 13,526.50**  
Claim No. 21-20022 (Pct. 2 Maintenance)

Helen Giese made a **motion to deny Item II A**. Steve Sparks seconded; motion carried unanimously.

- B. Liberty County Mutual Insurance** **Up to \$ 3,034.00**  
Claim No. 21-10051 (Pct. 3 Maintenance)

Helen Giese made a **motion to approve Item II B for up to \$3,034.00**. Tina Glenn seconded; motion carried unanimously.

- C. Enterprise** **\$ 3,725.40**  
Claim No. 21-10061 (Elections)

Maegan South made a **motion to approve Item II C**. Tina Glenn seconded; motion carried unanimously.

- D. Kimberlee Olson** **\$ 822.66**  
Claim No. 21-20051 (Sheriff)

David Hudson made a **motion to approve Item II D**. Steve Sparks seconded; motion carried unanimously.

- E. Brandon Smith** **\$ 214.00**  
Claim No. 21-20012 (Sheriff)

Maegan South made a **motion to approve Item II E**. Helen Giese seconded; motion carried unanimously.

- F. Joshua Bulovas** **\$ 167.78**  
Claim No. 20-20070 (Sheriff)

David Hudson made a **motion to approve Item II F**. Helen Giese seconded; motion carried unanimously.

- G. Taylor Johnny** **\$ 105.99**  
Claim No. 21-20048 (Sheriff)

Maegan South made a **motion to approve Item II G**. Helen Giese seconded; motion carried unanimously.

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***HUMAN RESOURCES***

*The following invoices have been reviewed by Carmellow Jones, Workers' Compensation Specialist, and it is recommended by Human Resources they be paid.*

**H. Occupational Health Centers of the SW, P.A. \$ 1,614.50**  
**(Employee Physicals/Account # N01-0020237983)**  
Invoice #322599242 8/12/2021 – 8/17/2021

Tina Glenn made a **motion to approve Item II H**. Steve Sparks seconded; motion carried unanimously.

**III. Next Meeting: Wednesday, September 15, 2021 at 11:00 A.M., 4<sup>th</sup> Floor, Room 403**