

**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS
EXECUTIVE BOARD MEETING**

Minutes — October 28, 2021

Transportation Council Room | 616 Six Flags Drive | Arlington, Texas

President Sweet called the regular meeting of the North Central Texas Council of Governments Executive Board to order at 12:30 pm on October 28, 2021.

Members of the Board Present:

- | | |
|-------------------|---------------------|
| 1. David Sweet | 8. Michael Crain |
| 2. Andrew Piel | 9. Kevin Falconer |
| 3. Bill Heidemann | 10. Clyde Hairston |
| 4. Ray Smith | 11. Chris Hill |
| 5. Alfonso Campos | 12. Cara Mendelsohn |
| 6. Rick Carmona | 13. Kayci Prince |
| 7. Jorja Clemson | |

Members of the Board Absent:

1. Tammy Dana-Bashian
2. Clay Jenkins
3. Bobbie Mitchell
4. Glen Whitley
5. Glenn Rogers

Members of the Staff Present:

Mike Eastland, Monte Mercer, Molly Rendon, Tim Barbee, Doni Green, Michael Morris, Edith Marvin, Molly McFadden, Phedra Redifer, Christy Williams, Lucille Johnson, Jerri Watson, Ken Kirkpatrick, James Powell, Dan Kessler, Debra Kosarek, Emily Beckham, Randy Richardson, Charles Covert

Visitors Present: None

EXECUTIVE SESSION

At 12:32 pm, President Sweet convened the Executive Session pursuant to Open Meetings Act Section 551.074 to deliberate regarding personnel matters to conduct a Performance Review of Executive Director and Consideration of Compensation.

At 1:24 pm, President Sweet closed the Executive Session and immediately reconvened the Regular Session of the Executive Board at 1:25 pm to consider action on the item discussed in Executive Session.

RECONVENE REGULAR SESSION

ACTION:

Item 1 Performance Review of Executive Director and Consideration of Compensation

Upon a Motion by Judge Sweet (seconded by Councilmember Piel), that the Executive Director receive up to a 3% increase in his salary, and unanimous vote of all members present, the Board approved the motion as presented.

President Sweet announced the Pledge of Allegiance to the United States and Texas Flags. President Sweet then asked if there was anyone present that desired to address the Board on any item of the agenda. There being no one present requesting to speak, he continued with the meeting.

Item 2 Approval of Minutes

President Sweet requested approval of the minutes from the September Board meeting.

Upon a Motion by Mayor Smith (seconded by Judge Campos), and unanimous vote of all members present, the

Board approved the resolution as presented.

Item 3 Resolution to Review and Approve NCTCOG's Investment Policy

Molly Rendon, Director of Administration, presented the North Central Texas Council of Government's Investment Policy, which includes a listing of authorized brokers. She explained that the Public Funds Investment Act (PFIA) requires a public entity's investment policy to be reviewed annually by its governing body and that no changes were being recommended.

Exhibit: 2021-10-03-AA

Upon a Motion by Judge Hill (seconded by Mayor Falconer), and unanimous vote of all members present, the Board approved the resolution as presented.

Item 4 Resolution to Accept and Approve the Quarterly Investment Report

Molly Rendon, Director of Administration, presented the Quarterly Investment Report, as required by the Investment Policy, which provides information on the investment activity for the quarter that ended September 30, 2021, and shows the average rate of return, cumulative transactions, and beginning and ending balances for the quarter. A supplementary schedule regarding the State's investment activity of the Regional Toll Revenue funds as well as the NTTA Hwy 161 funds was also provided.

Exhibit: 2021-10-04-AA

Upon a Motion by Mayor Hairston (seconded by Councilmember Crain), and unanimous vote of all members present, the Board approved the resolution as presented.

Item 5 Resolution Authorizing Contracts for Police and First Responder Uniforms, Accessories and Services

Molly Rendon, Director of Administration, requested Board authorization to enter into contract agreements with Galls, LLC., GT Distributors, Inc. and Impact Promotional Services, LLC d.b.a. Got You Covered for Police and First Responder Uniforms, Accessories and Services, for maximum five (5) year terms through the Texas SHARE cooperative purchasing program. She explained that the request originated from the City of Frisco to retain the services of firms that provided police and other first-responder uniforms, accessories, and tailoring services via a cooperative contract to allow entities to maintain or supplement their uniform inventory for general wear, staff turnover, and physique change.

A Request for Proposals, (RFP) #2021-073, for Police and First Responder Uniforms was issued and the proposals received were evaluated by a committee comprised of members of the City of Frisco and NCTCOG's Regional Police Academy.

Exhibit: 2021-10-05-AA

Upon a Motion by Councilmember Crain (seconded by Judge Hill), and unanimous vote of all members present, the Board approved the resolution as presented.

Item 6 Resolution Authorizing Contracts for Comprehensive Professional Development Services for Child Care Services

Phedra Redifer, Director of Workforce Development, requested Board authorization to enter into contract agreements with Camp Fire First Texas, Educational First Steps, Josephine Jackson Hill, and Sharon Young, for maximum five (5) year terms and in a cumulative amount not to exceed of \$1,000,000 for comprehensive professional development training services for early learning programs for child care services.

Exhibit: 2021-10-06-WD

Upon a Motion by Mayor Hairston (seconded by Councilmember Crain), and unanimous vote of all members present, the Board approved the resolution as presented.

Item 7 Resolution Authorizing Contracts for Texas Rising Star Assessor Services

Phedra Redifer, Director of Workforce Development, requested Board authorization to enter into contract agreements with Accompanied by God's Love, Inc., Best Practices Consulting, Carolyn Callahan, Chirell Enterprise, LLC, Comprehensive Learning Solutions, LLC, ElevatED Solutions, Jennifer Livas, Karrie Funston, Katherine Haule, Mary Erin Guzowsky, Precious Lambs Learning Center, Reliable Educational Services, Sharon Young, Sheila Matlock, Stephanie Higgins, Together We Grow, and Victory Training and Consulting, for Texas Rising Star Assessor Services (TRS). A Request for Qualifications was issued, partnered with Workforce Solutions Greater Dallas, seeking qualified professionals to provide assessor services to current TRS programs and early learning programs who may be seeking TRS certification. The contracts are for a maximum four (4) year terms and in a cumulative amount not to exceed \$400,000.

Exhibit: 2021-10-07-WD

Upon a Motion by Councilmember Crain (seconded by Mayor Falconer), and unanimous vote of all members present, the Board approved the resolution as presented.

Item 8 Resolution Authorizing an Amendment to the Weatherford Workforce Center Lease

Phedra Redifer, Director of Workforce Development, requested Board authorization amending the Weatherford Workforce Center Lease, owned by CPSC I Limited Partnership, located at 126 College Park Drive in Weatherford, Texas. She explained that NCTCOG is transitioning its existing Weatherford Workforce Center to the Workforce College campus in a newly constructed building. The lease has a current end date of October 31, 2021; however, staff recently learned the completion date has been pushed approximately six (6) weeks to mid-December 2021. As a result, NCTCOG staff recommends a three (3) month extension of the current lease through January 31, 2022, to provide sufficient time for completion and transition to the new space. The extension will be for a price per square foot totaling \$16.00 (net of utilities, janitorial, common area maintenance, internal suite maintenance, taxes, and insurance).

Exhibit: 2021-10-08-WF

Upon a Motion by Councilmember Crain (seconded by Councilmember Mendelsohn), and unanimous vote of all members present, the Board approved the resolution as presented.

Item 9 Resolution Authorizing the Purchase of New Office Furniture for the Weatherford Workforce Center

Phedra Redifer, Director of Workforce Development, requested Board authorization to purchase office furniture from Business Interiors for the new Weatherford Workforce Center located at 225 College Park Drive. She explained that the new location was approved by the Board in September of 2019 authorizing a 10 (ten) year lease of 6,000 square feet of office space for occupancy once the construction was completed. The construction for the new workforce facility is scheduled to be completed by mid-December 2021. Purchases for new furniture were budgeted in FY 2022 and will be using a cooperative purchasing contract for such items as staff cubicles, customer workstations, tables, and guest chairs in an amount not to exceed \$200,000.

Exhibit: 2021-10-09-WD

Upon a Motion by Mayor Carmona (seconded by Judge Campos), and unanimous vote of all members present, the Board approved the resolution as presented.

Item 10 Resolution Endorsing Challenge Grants Submitted to the Economic Development Administration

Michael Morris, Director of Transportation, requested endorsement from the Board for challenge grants submitted to the Economic Development Administration (EDA). As part of the American Rescue Plan Act (ARPA), authorized in March 2021 to support the nation's response and recovery from the impacts of the COVID-19 pandemic, the Economic Development Administration of the United States Department of Commerce was allocated \$3 billion in supplemental funding to assist communities in their efforts to build back better by accelerating the economic recovery and building local economies that will be resilient to future economic shocks.

NCTCOG is committed to serve as a coalition member for the following three applications to be submitted for the Build Back Better Regional Challenge (BBBRC) Phase One competition and is requesting endorsement of participation as well as approval to partner for the preparation and submittal of a BBBRC Phase Two application if requested.

1. "North Texas Information Technology (IT) Workforce Collaborative", a BBBRC proposal to be submitted and led by Southern Methodist University (SMU). A project cluster called "Creating Equitable Opportunities in Automated Vehicle (AV) Freight Applications" will be led by NCTCOG and is one of eight total project clusters to comprise SMU's application.
2. "Becoming a Global Hydrogen Hub", a BBBRC proposal to be submitted and led by Center for Houston's Future. A project to add a hydrogen fuel station to the Interstate Highway (IH) 45 corridor will be supported by NCTCOG as a partner within that application.
3. "Lead the Transition of Freight Transportation in the Texas Triangle Through Advanced Technologies and Innovative Policies on Equity and Sustainability", a BBBRC proposed to be submitted and led by the University of Texas at Arlington (UTA). A project to advance freight-oriented automated surface and aerial transportation applications will be supported by NCTCOG as a partner within that application.

Exhibit: 2021-10-10-TR

Upon a Motion by Mayor Hairston (seconded by Councilmember Crain), and unanimous vote of all members present, the Board approved the resolution as presented.

Item 11 Resolution Authorizing a Contract with Kimley-Horn and Associates, Inc. for the North Texas Freight Vehicle Intersection Optimization Project

Michael Morris, Director of Transportation, requested Board authorization to enter a contract with Kimley-Horn and Associates, Inc. for the North Texas Freight Vehicle Intersection Optimization Project for optimizing the movement of freight vehicles through signalized intersections. The consultant will perform a variety of tasks including identifying intersections in the region with a high volume of freight vehicles; implementing software solutions that will optimize the flow of freight vehicles through these intersections; conducting outreach to the freight community to get freight vehicles familiar with the program; and performing a variety of analytical tasks to optimize the operation of the system. This project is funded through the Surface Transportation Block Grant (STBG) Program, utilizing Regional Transportation Council (RTC) Transportation Development Credits in lieu of local match in an amount not to exceed \$4,250,000. An additional \$250,000 will be payable for performance incentives to incentivize travel time savings and ensure continued operation over a five-year period. Kimley-Horn is committed to a minimum of 9.1 percent Disadvantaged Business Enterprise participation goal.

Exhibit: 2021-10-11-TR

Upon a Motion by Councilmember Clemson (seconded by Councilmember Mendelsohn), and unanimous vote of all members present, the Board approved the resolution as presented.

Item 12 Resolution Authorizing a Contract with MediaValet, Inc. to Provide Digital Asset Management System

Michael Morris, Director of Transportation, requested Board approval to enter a contract with MediaValet, Inc. to provide a web-based, digital asset management system in an amount not to exceed \$113,604 over a (3) three-year term. He explained that the digital asset management system will streamline storage, retrieval, and use of digital image and video assets among staff of the Transportation Department and will replace/supplement use of the network for storing photo and video assets, while allowing for direct importing of assets into Adobe and Microsoft applications, thus allowing for greater efficiencies for the department. This activity contains work included in the Unified Planning Work Program under Subtask 1.01 Community Outreach and is funded through the Transportation Management and Administration Allocation.

Exhibit: 2021-10-12-TR

Upon a Motion by Judge Campos (seconded by Councilmember Crain), and unanimous vote of all members present, the Board approved the resolution as presented.

Item 13 Resolution Authorizing an Agreement with the Fort Worth Transportation Authority, dba Trinity Metro, for Continued Transit Service between the Trinity Railway Express and Dallas Fort Worth International Airport

Michael Morris, Director of Transportation, requested Board approval to enter an agreement with the Fort Worth Transportation Authority, dba Trinity Metro to continue providing critical first/last mile transit connections between the Trinity Railway Express (TRE) Centreport Station and Dallas Fort Worth (DFW) International Airport in an amount not to exceed \$580,000 (\$290,000 in Regional Toll Revenue funds and \$290,000 in local match). The service continues to operate as a partnership between DFW International Airport, Dallas Area Rapid Transit (DART), and Trinity Metro with support from the Regional Transportation Council (RTC). The project expenses incurred starting October 1, 2021.

Exhibit: 2021-10-13-TR

Upon a Motion by Councilmember Crain (seconded by Councilmember Clemson), and unanimous vote of all members present, the Board approved the resolution as presented.

Item 14 Resolution Authorizing a Contract with McKesson Medical for Aging Medical Equipment and Supplies

Doni Green, Director of Aging, requested Board approval to enter a contract with McKesson Medical for medical equipment and supplies for a maximum four (4) year term and in an amount not to exceed \$600,000. She explained that NCTCOG has been contracting with McKesson Medical (McKesson) since November 2018 for provision of medical equipment and supplies such as shower chairs, grab bars, and incontinent supplies, utilizing a Sourcewell cooperative agreement on behalf of older persons who have low incomes, are frail, have limited family support, and/or are at risk of premature nursing home placement.

Exhibit: 2021-10-14-AG

Upon a Motion by Councilmember Mendelsohn (seconded by Mayor Hairston), and unanimous vote of all members present, the Board approved the resolution as presented.

Item 15 Resolution Authorizing a Contract with Burns and McDonnell Inc. for the Regional Organic Waste to Fuel Feasibility Study

Edith Marvin, Director of Environment and Development, requested Board authorization to enter a contract with Burns & McDonnell, Inc. for the Regional Organic Waste to Fuel Feasibility Study, in an amount not to exceed \$155,000. She explained that the Environmental Protection Agency's (EPA) Office of Land and Emergency Management announced the availability of \$3,000,000 for projects that increase or enhance anaerobic digestion (AD) capacity and infrastructure in the United States, with no cost sharing or matching funds required to be awarded. AD is a natural process where microorganisms convert organic waste, such as food scraps, agricultural waste, and sewage sludge (biosolids), into useful end products: digestates and biogas and is also beneficial because it diverts waste from landfills. One of EPA's main goals of this funding opportunity is to use AD to manage food waste, which accounts for approximately 22% of the waste in municipal solid waste (MSW) landfills in the U.S, with 31% in North Central Texas. The funding will be used to conduct a regional feasibility study to assess opportunities to expand anaerobic digestion capacity, evaluate potential organic feedstock collection networks, including food waste, and evaluate the air quality, energy production, landfill capacity preserved, and other regional benefits. In addition to the University of Texas at Arlington, who is a subrecipient that will be providing technical services, the remainder of the technical services and products of this grant will be provided by a contractor.

Exhibit: 2021-10-15-ED

Upon a Motion by Mayor Hairston (seconded by Councilmember Crain), and unanimous vote of all members present, the Board approved the resolution as presented.

Item 16 Resolution Endorsing the 2021 International Energy Conservation Code and Associated Regional Code Amendments

Edith Marvin, Director of Environment and Development, requested Board endorsement for the 2021 International Energy Conservation Code and Associated Regional Code Amendments. The North Central Texas Council of

Governments (NCTCOG) has actively promoted the standardization of model construction codes since 1967 when the Regional Codes Strategy Committee first documented the wide disparity in codes used by cities in the region and continues to serve as a facilitator in the recommendation of model codes, code standards, and regional amendments to the model codes. She explained that the Regional Codes Coordinating Committee (RCCC), NCTCOG's codes advisory committee, reviewed and approved the regional amendments in June 2021 and the NCTCOG Executive Board endorsed the regional amendments at the July 22, 2021, meeting. The 2021 Edition of the International Energy Conservation Code required additional review time and received the RCCC final approval on October 12, 2021. The amendment package can be viewed at <https://www.nctcog.org/envir/regional-building-codes/amendments>.

Exhibit: 2021-10-16-ED

Upon a Motion by Councilmember Clemson (seconded by Councilmember Crain), and unanimous vote of all members present, the Board approved the resolution as presented.

Item 17 Resolution Authorizing Contract Extension with Halff Associates, Inc. for the Cooperating Technical Partnership

Edith Marvin, Director of Environment and Development, requested Board approval to enter a contract extension with Halff Associates, Inc. to perform Cooperating Technical Partnership (CTP) services through December 31, 2024. She explained that North Central Texas Council of Governments (NCTCOG), CTP of the Federal Emergency Management Agency (FEMA), has completed several discovery and flood risk mapping studies to support our local government members that require the assistance of contractors to conduct the technical analysis associated with discovery and flood risk mapping studies. She further explained that due to the nature of the CTP projects spanning multiple years, and the current approved contract with Halff Associates, Inc. expiring on December 7, 2023, NCTCOG is seeking authorization for a no-cost extension of the contract term through December 31, 2024. The extension will allow for completion of tasks associated with projects that were awarded by FEMA to NCTCOG for project initiation October 1, 2021, but with a period of performance through December 2024. No additional budget will be required to fund the completion of the tasks and deliverables.

Exhibit: 2021-10-17-ED

Upon a Motion by Mayor Hairston (seconded by Councilmember Crain), and unanimous vote of all members present, the Board approved the resolution as presented.

APPOINTMENTS:

Item 18 Appointments to the Department of Environment and Development Regional Codes Coordinating Committee

Edith Marvin, Director of Environment and Development, asked the Board to appoint the following advisory committee to the Regional Codes Coordinating Committee (RCCC):

REGIONAL CODES COORDINATING COMMITTEE

(Chair and Vice Chair leadership positions are one-year terms; members serve two-year terms)

Chair: David Kerr, Fire Marshall, City of Melissa

Vice Chair: Jim Olk, Building Official, City of Garland

City of Arlington	Rick Ripley Building Official		Private Sector Representative	Dan Lepinski, P.E. Principle
City of Carrollton	Brett King Chief Building Official City of Carrollton		American Institute of Architects, East	Bruce Rachel Architect Hensley Lamkin Rachel, Inc.
City of Coppell	Suzanne Arnold Chief Building Official		Society of Fire Protection Engineers	James Rodriguez Executive Vice President Fox Energy Specialists Greater Fort Worth Builders Association

City of Corinth	Grover C. Joiner (Cleve) Certified Building Official		Energy Specialist	Bahman Yazdani Associate Director Texas A&M Energy Systems Laboratory
City of Fort Worth	Allison Gray Assistant Director, Development Division		Dallas Builders Association	David Lehde Director of Government Affairs Dallas Builders Association
City of Fort Worth	Bob Morgan Senior Fire Protection Engineer		Dallas Builders Association	Gregg McGriff Vice President Altura Homes
City of Mansfield	Paul Coker Chief Building Official			
City of Melissa	David Kerr Fire Marshal			

Upon a Motion by Mayor Smith (seconded by Councilmember Crain), and unanimous vote of all members present, the Board approved the resolution as presented.

Item 19 Appointments to the Regional Aging Advisory Committee (RAAC)

Doni Green, Director of Aging, asked the Board to appoint two new members to the Regional Aging Advisory Committee (RAAC). The nominees are Dr. Neil Gibson and Bob Miller of Glen Rose, representing Somervell County. Both nominees were nominated by Judge Chambers. The RAAC assists the North Central Texas Council of Governments, in its capacity as the Area Agency on Aging (AAA), in representing the interests of older persons.

Exhibit: 2021-10-19-AG

Upon a Motion by Councilmember Piel (seconded by Mayor Falconer), and unanimous vote of all members present, the Board approved the resolution as presented.

MISCELLANEOUS:

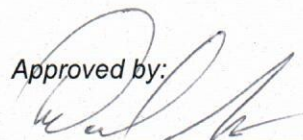
Item 20 Old and New Business

Mike Eastland thanked the Board for having confidence in him to perform the responsibilities of Executive Director for NCTCOG and expressed his appreciation to the Directors and their staff for the excellent work that they do in serving the region. He polled the Board members present to determine a quorum for the December meeting. It was determined that the December meeting would be cancelled. There was a Board discussion regarding the labor shortage of workers and why people are not wanting to come back to work and how we can help rectify the issue.

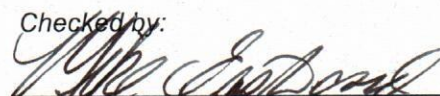
Item 21 Future Calendar and Attendance

The Board was provided with a Calendar of meeting and a record of Attendance.

President Sweet adjourned the meeting at 2:33 pm.

Approved by: 

 David Sweet, President
 North Central Texas Council of Governments
 Rockwall County Judge

Checked by: 

 Mike Eastland, Executive Director
 North Central Texas Council of Governments