

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

Minutes — March 26, 2015

Transportation Council Room
616 Six Flags Drive
Arlington, Texas

President Wilemon called the regular meeting of the North Central Texas Council of Governments Executive Board to order at 1:00 pm on March 26, 2015.

Members of the Board Present:

Kathryn Wilemon – President, Mayor Pro Tem, City of Arlington
John Horn – Vice-President, County Judge, Hunt County
Daniel Scarth – Secretary/Treasurer, Councilmember, City of Fort Worth
Stephen Terrell – Past President, Mayor, City of Allen
Clay Jenkins, County Judge, Dallas County
Tom Lombard Councilmember, City of North Richland Hills
Laura Maczka, Mayor, City of Richardson
Dr. Larry Marshall, Councilmember, City of Benbrook
Keith Self, County Judge, Collin County
Kevin Strength, Mayor, City of Waxahachie
Laura Wheat, Mayor, Town of Westlake

Members of the Board Absent:

Vonciel Jones Hill, Councilmember, City of Dallas
Jeff Leach, State Representative
B. Glen Whitley, County Judge, Tarrant County

Members of the Staff Present:

Mike Eastland, Executive Director
Monte Mercer, Deputy Executive Director
Tim Barbee, Chief Information Officer, Research and Information Services
Doni Green, Director of Aging
Edith Marvin, Director of Environment and Development
Molly McFadden, Director of Emergency Preparedness
Christy Williams, Director of 9-1-1
Lucille Johnson, Assistant to the Executive Director
Stephanie Cecil, Administrative Assistant, EDO
Bob Best, Audio/Video Comp Support Tech, Transportation
Dan Kessler, Assistant Director of Transportation
Ken Kirkpatrick, Transportation Counsel
Debra Kosarek, Quality Assurance Manager, Workforce
Shannan Ramirez, Chief Accounting Officer, Administration
Bob Best, Audio/Video Comp Support Tech, Transportation
Karen Richard, Chief Human Resources Officer
Shannon Stevenson, Program Manager, Transportation
Randy Richardson, Fiscal Analyst, Workforce
Vercie Pruett-Jenkins, Administrative Program Coordinator, Transportation
Vickie Alexander, Administrative Program Supervisor, Transportation
Kay O'Dell, Manager, Workforce Development
Brian Hatfield, Specialist, Emergency Preparedness
Mark Brown, Program Manager, 9-1-1
Cori Reaume, Administrator, Regional Training Center

REGULAR SESSION

ACTION:

Item 1. Approval of Minutes

President Wilemon stated that the first item on the agenda was approval of the minutes from the February Board meeting.

Upon a Motion by Councilmember Marshall (seconded by Judge Horn), and unanimous vote of all members present, the Board approved the minutes of the February Executive Board meeting.

Item 2. Resolution Authorizing a Memorandum of Understanding With the Tarrant County Workforce Development Board for Shared Facilities

Monte Mercer, Deputy Executive Director, requested authorization for NCTCOG, as administrative entity for the North Central Texas Workforce Development Board, to enter into a Memorandum of Understanding (MOU) with the Tarrant County Workforce Development Board. These two Board's wish to develop a joint location that would avoid duplication of services and make efficient use of limited resources. The Tarrant County Board has entered into a lease agreement for 6,648 square feet of space within a building referred to as Alliance Crossing II & III for the purpose of operating a workforce center known as the Alliance Opportunity Center. NCTCOG would lease approximately 817 square feet of the office space. The initial term of the MOU will be five years, with five additional one year renewal options and is projected not to exceed \$157,000.

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

See Exhibit E15-03-2

Item 3. Resolution Authorizing a Five Month Lease Extension for the Denton Workforce Center

Monte Mercer, Deputy Executive Director, recommended that the Board approve a short-term extension of the current lease at the Denton Workforce Center until September 30, 2015. He explained that NCTCOG is in the process of selecting service providers for child care and workforce services. Selection is scheduled to be completed by June 30, 2015. Extending the existing lease until final selection of the service delivery contractor will allow time to negotiate contract terms and any modifications to the current workforce center layout, if needed.

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

See Exhibit E15-03-3

Item 4. Resolution Amending the Workforce Development Department Budget for Child Care Quality Projects

Monte Mercer, Deputy Executive Director, explained that the Workforce Board has dedicated funding for child care quality program delivery within its current budget. At the end of FY 2014, there was approximately \$3.0 million of unspent child care funding available for carry over during FY 2015. Approximately \$2.0 million of that amount has been re-allocated between the Workforce Board and its workforce delivery subcontractor's, leaving approximately \$1.0 million unallocated. He requested that the Board approve the allocation of \$920,000 of the remaining amount for child care quality program delivery.

Upon a Motion by Mayor Wheat (seconded by Councilmember Scarth), and unanimous vote of all members present, except for Judge Self who voted no, the Board approved the resolution as presented.

See Exhibit E15-03-4

Item 5. Resolution Authorizing an Agreement with Convoy Solutions, LLC d/b/a/ IdleAir for Implementation of Idle Reduction Activities

Dan Kessler, Assistant Director of Transportation, explained that Convoy Solutions, LLC d/b/a IdleAir was selected through a competitive process to implement idle reduction activities. These activities will use \$300,700 of funds awarded under the Environmental Protection Agency's National Clean Diesel Funding Assistance Program. IdleAir will provide \$779,400 in local revenue for the project and receive reimbursement of \$259,800, in federal funds, for a total project cost of \$1,039,200. NCTCOG will retain \$40,900 for project administration. IdleAir will implement EPA-verified electrified parking space technology resulting in installation of 80 electrified parking spaces that will reduce idling for heavy-duty diesel trucks at four trucking terminals in the DFW ozone nonattainment area.

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

See Exhibit E15-03-5

Item 6. Resolution Authorizing Execution of an Agreement for Video Web Hosting Service and Equipment/Maintenance

Michael Morris, Director of Transportation, requested authorization for an agreement for video web hosting services and equipment/maintenance for video recording of various meetings, including the Executive Board, Regional Transportation Council, and Workforce Development Board. The current contract for these services expires in April. He explained that a Consultant Selection Committee (CSC) reviewed and evaluated the proposals submitted under a competitive process and recommended Swagit Productions, LLC, (the current provider for the Transportation Department meetings) in an amount not to exceed \$32,000 over a three-year period.

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

See Exhibit E15-03-6

Item 7. Resolution Approving Modifications to the FY2014 and FY2015 Unified Planning Work Program for Regional Transportation Planning

Dan Kessler, Assistant Director of Transportation, presented proposed Modifications of the FY2014 and FY2015 Unified Planning Work Program for Regional Transportation Planning (UPWP), which is required by federal and State transportation planning regulations. He explained that the UPWP provides a summary of the transportation and air quality planning tasks to be conducted by Metropolitan Planning Organization (MPO) staff between October 1, 2013, and September 30, 2015. He provided the Board with a list (see Board Agenda) of the proposed modifications for the FY2014 and FY2015 UPWP, including new initiatives, project modifications, and funding adjustments.

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

See Exhibit E15-03-7

Item 8. Resolution Authorizing Approval of the Prioritized Project Ranking for the FY2015 State Homeland Security Program Grant

Molly McFadden, Director of Emergency Preparedness, explained that applications requesting funding have been submitted by regional working groups under the FY2015 State Homeland Security Program grant (from the Department of Homeland Security through the Texas Department of Public Safety). The applications have been reviewed, scored, amended and prioritized by the Emergency Preparedness Department, in conjunction with the Regional Emergency Preparedness Advisory Committee (REPAC); the Emergency Preparedness Planning Council (EPPC) and the Emergency Preparedness Planning Council Project Review Committee and were recommended for funding as detailed in Attachment 1 of the Resolution.

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

See Exhibit E15-03-8

Mayor Maczka arrived at the meeting.

Item 9. Resolution Authorizing Foreign Travel for Christy Williams of the 9-1-1 Department

Christy Williams, Director of 9-1-1 Programs, currently serves as the President of the National Emergency Number Association and has been invited to be the keynote speaker at the 2015 Australian Industry Engagement Forum for Australia and New Zealand in Sydney, Australia in April. The Australian Public Safety Business Agency will cover all travel cost through coordination with PricewaterhouseCoopers, and NCTCOG will continue to cover her salary.

In addition to being the keynote speaker, during her trip, she has been asked to:

- describe model practices in the United States for collaborating with industry on NG9-1-1 issues such as design, standards and product development;
- participate in Q&A panels; to visit several emergency services communication centers to discuss implementation of Text to 000
- contribute to the planning workshop for developing Next Generation Triple Zero outcomes

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

See Exhibit E15-03-9

APPOINTMENTS:

Item 10. Appointments to the 9-1-1 Regional Advisory Committee

Christy Williams, Director of 9-1-1 Programs, asked the Board to approve the following appointments:

- Somervell County Judge Danny Chambers to fill the vacant seat on the 9-1-1 Regional Advisory Committee
- Regional Advisory Committee member Judge John Horn as the Committee Chair
- Judge Bruce Woods as the Committee Vice Chair

Upon a Motion by Judge Self (seconded by Mayor Strength), and unanimous vote of all members present, the Board approved the appointments.

STATUS REPORTS:

Item 11. Announcement of the President's 2015-16 Executive Board Nominating Committee

Mike Eastland, Executive Director, pointed out that the Board had been provided with a list of Nominating Committee members. The Nominating Committee will select the slate of Officers and Directors for NCTCOG's 2015-16 Executive Board election. The Board will be elected at the Annual General Assembly Meeting on Thursday, June 18, 2015. He explained that it is customary for the current President to serve as Chairman and to select the membership of the Committee from among NCTCOG's past presidents.

Item 11. a. Status Report on Two Bills Recently Filed in the Texas Legislature Regarding the Creation of Regional Emergency Communications Districts and an Amendment to the Local Government Code Relating to the Governing Body of Regional Planning Organizations

Judge Jenkins arrived at the meeting.

Mike Eastland, Executive Director, briefed the Board on two bills that have been filled in the Texas Legislature. Senate Bill (SB) 1108 by Senator Lucio of South Texas, cosponsored by Representative Deshotel from the Beaumont/Port Arthur area, is permissive legislation that would allow for the creation of regional emergency communication districts (9-1-1).

The idea of forming a Regional Emergency Communications District grew out of the fact that the Legislature has not been appropriating designated 9-1-1 fees back to COGs in the same manner that the Legislature does for county and municipal 9-1-1 districts. The proposed bills contain the following criteria:

- The District would serve public safety entities currently served by a Council of Governments; could be formed only if each county and all cities within them pass a resolution to approve the district; and does not affect existing county districts or 9-1-1 municipalities. If a District is created, COG 9-1-1 assets could be transferred to the district and the District could enter into interlocal agreements with existing districts to promote enhanced public safety and increased fiscal and service efficiencies.
- An initial Board of Managers would consist of representatives of each participating county and municipality and would determine the size and qualifications of a permanent Board; 2/3 of the Board must be elected officials. The Board would Adopt and amend the budget; adopt orders, rules, bylaws, policies and procedures governing operations; determine and levy a service fee, not to exceed \$.50, on users of the system as part of the annual budgeting process; and select a depository. Every three years the Board must solicit public comments and hold a public hearing on continuation of the district and the service fee.
- The Council of Governments would serve as the Administrative and Fiscal Agent of the District and COG Executive Directors would be authorized to employ, assign and compensate employees of the district in accordance with the districts' approved budget. The District would be totally controlled by local elected officials from entities within the COG system; is assured of actually receiving fees collected from citizens for 9-1-1 services; and would develop a long range master plan including capital requirements.
- Dissolution of the District must be in compliance with district policies, bylaws and state statute. If dissolved, the COG would assume the district's assets, debts and the provision of the 9-1-1 Services. If assets were insufficient to retire debts, the COG could continue to impose all or part of district's user fee to retire debt and the COG's governing body would adopt rules to administer the retirement of debt.

The second piece of Legislation, House Bill (HB) 3176 by Representative Simmons of Carrollton, would amend current law regarding offering an ex-officio, non-voting membership on a Council of Governments' Executive Board to "a" member of the Texas Legislature whose district is wholly or partially within a county served by that Council of Governments to say "each" member. The potential outcome could be that NCTCOG would have 49 legislators on the Executive Board, affecting the possibility of ever achieving a quorum.

MISCELLANEOUS:

Item 12. Old and New Business

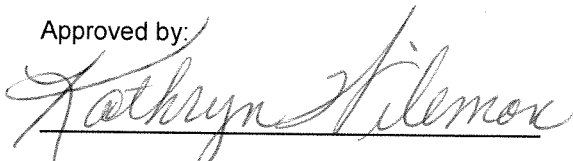
There was no old or new Business.

Item 13. Attendance and Calendar

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

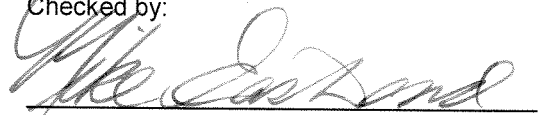
President Wilemon adjourned the meeting at 2:48 pm.

Approved by:



Kathryn Wilemon
President, North Central Texas Council of Governments
Mayor Pro Tem, City of Arlington

Checked by:



Mike Eastland, Executive Director
North Central Texas Council of Governments