



North Central Texas Council of Governments

**TO:** NCTCOG Executive Board                      **DATE:** October 14, 2015  
**FROM:** Mike Eastland  
          Executive Director  
**SUBJECT:** Executive Board Meeting

The next regular meeting of the **NCTCOG Executive Board** will be:

**DATE:** October 22, 2015

Please RSVP to the Executive Director's office as soon as possible by email or call (817) 695-9100.

**NCTCOG BOARD**

**TIME:** 12:00 noon – Lunch  
          12:45 p.m. – Executive Board Meeting

**PLACE:** NCTCOG Offices  
          Centerpoint II Conference Center  
          616 Six Flags Drive  
          Arlington, TX 76011  
          Transportation Council Room

I hope each of you will plan to attend this important meeting. I look forward to seeing you there!

ME:sc

# North Central Texas Council of Governments

616 Six Flags Drive, Arlington, TX, 76011

## EXECUTIVE BOARD AGENDA

October 22, 2015

12:45 P.M.

### Executive Board

_____ John Horn	_____ Michael Glaspie	_____ Bobbie Mitchell
_____ Lissa Smith	_____ Kelly Allen Gray	_____ Keith Self
_____ Tom Lombard	_____ Clay Jenkins	_____ Kevin Strength
_____ Kathryn Wilemon	_____ Lee Kleinman	_____ Chris Watts
_____ Bruce Archer	_____ Jeff Leach	_____ Laura Wheat
_____ J. D. Clark	_____ Dan McClendon	_____ Glen Whitley

### Staff

_____ Mike Eastland	_____ Edith Marvin	_____ Christy Williams
_____ Monte Mercer	_____ Michael Morris	_____ Lucille Johnson
_____ Tim Barbee	_____ David Setzer	_____ Stephanie Cecil
_____ Doni Green	_____ Molly Thoerner	

### REGULAR SESSION

Call to order time: \_\_\_\_\_

Pledges

### ACTION:

Motion/ Second	Item #	Name of Item
_____/____	1.	Approval of Minutes
_____/____	2.	Resolution to Review and Approve NCTCOG's Investment Policy - Monte Mercer
_____/____	3.	Resolution to Accept and Approve the Quarterly Investment Report - Monte Mercer
_____/____	4.	Resolution Authorizing Contract with Tiger Valley, LLC, for Joint Special Weapons and Tactics (SWAT) Training - Molly McFadden

- \_\_\_/\_\_\_ 5. Resolution Authorizing FY2016 Purchases of Computer Hardware, Software and Information Technology Contract Services - Tim Barbee
  
- \_\_\_/\_\_\_ 6. Resolution Authorizing Submittal of Grant Application to the State Farm Good Neighbor Citizenship Company Grant Program - Michael Morris
  
- \_\_\_/\_\_\_ 7. Resolution Authorizing a Consultant Contract for the State Highway 199 Corridor Master Plan Study - Michael Morris
  
- \_\_\_/\_\_\_ 8. Resolution Authorizing Emergency Financial Assistance to Texoma Area Paratransit System - Michael Morris
  
- \_\_\_/\_\_\_ 9. Resolution Authorizing Provision of Care Transitions and HomeMeds Services to Cigna HealthSpring Members - Doni Green
  
- \_\_\_/\_\_\_ 10. Resolution Approving the Regional Solid Waste Management Plan, *Planning for Sustainable Materials Management in North Central Texas, 2015 - 2040* - Edith Marvin
  
- \_\_\_/\_\_\_ 11. Resolution Approving the Fiscal Year 2016 and 2017 NCTCOG Regional Solid Waste Funding Plan - Edith Marvin
  
- \_\_\_/\_\_\_ 12. Resolution Authorizing Contract with BrandEra, Inc. for Communication and Outreach Services - David Setzer

**STATUS REPORTS:**

- \_\_\_/\_\_\_ 13. Status Report on Childcare Services and the Workforce Innovation and Opportunity Act - David Setzer

**MISCELLANEOUS:**

- 15. Old and New Business
  
- 16. Future Calendar and Attendance

Adjournment: \_\_\_\_\_

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

Minutes — September 17, 2015

Transportation Council Room

616 Six Flags Drive  
Arlington, Texas

**REGULAR SESSION**

President Horn called the Regular Session of the September 17, 2015, Executive Board Meeting to order at 12:03 pm and asked Representative Leach to lead the Board in the Pledge to the United States and Texas Flags.

**Members of the Board Present:**

John Horn – President, County Judge, Hunt County  
Lissa Smith – Vice President, Mayor Pro Tem, City of Plano  
Tom Lombard – Secretary/Treasurer, Councilmember, City of North Richland Hills  
Kathryn Wilemon – Past President, Councilmember, City of Arlington  
Bruce Archer, Deputy Mayor Pro Tem, City of Mesquite  
J.D. Clark, County Judge, Wise County  
Michael Glaspie, Councilmember, City of Arlington  
Kelly Allen Gray, Councilmember, City of Fort Worth  
Clay Jenkins, County Judge, Dallas County  
Lee Kleinman, Councilmember, City of Dallas  
Jeff Leach, State Representative  
Dan McClendon, Mayor Pro Tem, City of Burleson  
Bobbie Mitchell, Commissioner, Denton County  
Keith Self, County Judge, Collin County  
Kevin Strength, Mayor, City of Waxahachie  
Chris Watts, Mayor, City of Denton  
Laura Wheat, Mayor, Town of Westlake

**Members of the Board Absent:**

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  
Michael Morris, Director of Transportation  
David Setzer, Director of Workforce Development  
Edith Marvin, Director of Environment and Development  
Molly Thoerner, Director of Emergency Preparedness  
Lucille Johnson, Assistant to the Executive Director  
Stephanie Cecil, Administrative Assistant, EDO  
Dan Kessler, Assistant Director of Transportation  
Ken Kirkpatrick, Transportation Counsel  
James Powell, Assistant Council, Transportation  
Karen Richard, Chief Human Resources Officer  
Mark Brown, Program Manager, 9-1-1  
Tamara Cook, Manager, Environment & Development Programs  
Chris Klaus, Sr. Program Manager, Transportation  
Debra Kosarek, Quality Assurance Manager, Workforce

Mindy Mize, Program Manager, Transportation  
Molly Rendon, Assistant Director of Finance, Administration  
Shannan Ramirez, Chief Accounting Officer, Administration  
Karen Richard, Chief Human Resources Officer  
Shannon Stevenson, Program Manager, Transportation  
Amanda Wilson, Public Involvement Manager, Transportation  
Rachel Evans, Planner, Environment and Development  
Sandra Barba, Senior Planner, Environment and Development  
Vivica Parker, Grants Coordinator, Administration

**Visitors Present:**

Paul Ward, Building Official, City of Southlake (Regional Codes Committee Vice-Chair)  
Jack Thompson, CBO, City of DeSoto  
David Kerr, Fire Marshall, City of Plano (Regional Codes Committee Chair)  
Jill Brown, Regional Director, ResCare  
Eric Dominguez, Legislative Coordinator, City of Dallas  
Ed Dryden, Assistant Building Official, City of Dallas

**REGULAR SESSION**

President Horn called the meeting to order at 12:03 pm and asked Representative Leach to lead the Board in the Pledge to the United States and Texas Flags.

**EXECUTIVE SESSION**

At 12:04 pm, President Horn convened an Executive Session pursuant to the Open Meetings Act Section 551.074 to deliberate regarding personnel matters for the purpose of a performance review and Consideration of Compensation for NCTCOG Executive Director Mike Eastland. The Board took no action in Executive Session.

**RECONVENE REGULAR SESSION**

At 1:03 pm President Horn reconvened the regular session of the Board and proceeded to Item 1 on the Agenda. Kelly Allen Gray and Representative Leach left the meeting at this time and did not return.

**ACTION:**

**Item 1. Consideration of Compensation of the Executive Director**

Upon a Motion by Mayor Pro Tem Smith (seconded by Judge Jenkins), and unanimous vote of all members present, the Board approved a salary increase of up to 5% for Executive Director Mike Eastland.

**Item 2. Approval of Minutes**

President Horn stated that the next item was approval of the minutes from the August Board meeting.

Upon a Motion by Councilmember Lombard (seconded by Councilmember Glaspie), and unanimous vote of all members present, the Board approved the August Board Minutes.

**Item 3. Conduct a Public Hearing Regarding the Annual Fiscal Program for Fiscal Year 2015-2016 and Consider a Resolution to Accept and Approve the Annual Fiscal Program**

President Horn opened the public hearing regarding the FY 2015-2016 Annual Fiscal Program (budget). There being no one present to make comments, the public hearing was closed.

Monte Mercer, Deputy Executive Director, presented the budget, in the amount of \$201,603,700, to the Board for approval. He reminded the Board that the budget was presented to the Personnel and Finance Committee and the Board at their August meeting. He gave a brief overview of the budget, summarizing major changes that had been made subsequent to the August meeting. He told the Board that the budget will be modified by Executive Board authorizations and amendments as needed throughout the year.

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

*See Exhibit E15-09-3*

**Item 4. Resolution Approving Consultant Contracts for Administration Department Support to the Agency**

Monte Mercer, Deputy Executive Director, asked the Board to approve two consultant contracts to support various Agency functions, as follows:

- A consultant contract with Government Resources Associates, LLC in an amount up to \$97,500 annually, (with up to four, one-year renewals) for financial management, reporting, and to aid Administration and Agency-wide projects.
- Endorsement of a consultant contract with Human Resources People Partners, LLC in an amount up to \$82,500 annually (with up to five one-year renewals) and approval of the first one-year optional renewal in an amount up to \$82,500 for human resource and related services.

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

*See Exhibit E15-09-4*

**Item 5. Resolution Endorsing Consultant Contracts to Support Cooperative Purchasing Program**

Monte Mercer, Deputy Executive Director, explained that staff is proposing a pilot effort to develop, implement, and evaluate a cooperative purchasing program. The pilot program would be evaluated after a period of two years to determine whether participant and vendor fees can provide a sufficient funding source to sustain the program. The consultants recommended for this project are Civic Initiatives, LLC and Shepard Government Services Group, LLC, in the amount of up to \$60,000 annually, with up to 10 one-year renewals.

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

*See Exhibit E15-09-5*

**Item 6. Resolution Authorizing a Contract with Woolpert, Inc. for High Resolution Orthophotography, LIDAR, Contour and Planimetric Data**

Tim Barbee, Director of Research & Information Services, asked the Board to authorize a contract between NCTCOG and Woolpert, Inc., for the purchase of high resolution orthophotography, LiDAR, contour and planimetric data, and related services, in an amount not to exceed \$500,000.00 with funding provided by the program participants. He explained that NCTCOG routinely facilitates the cooperative purchase of this data and related services on behalf of its member governments to assist in engineering, public works and planning efforts.

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

*See Exhibit E15-09-6*

**Item 7. Resolution Authorizing an Increase to the Contract with ResCare Workforce Services for Delivery of Child Care Services**

David Setzer, Director of Workforce Development, reminded the Board that in June of 2015 they had authorized, and the Workforce Board has since executed, a contract with ResCare Workforce Services for the delivery of child care services. Due to an increase in funding (primarily carry over funds), staff is recommending an increase to the ResCare contract (in an original amount not to exceed \$40 million) of \$2 million.

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

*See Exhibit E15-09-7*

**Item 8. Resolution Authorizing Consultant Contract Extension with Workforce Network Inc. for Workforce Services**

David Setzer, Director of Workforce Development, explained that the current contract with Workforce Network Incorporated (WNI) expires on September 30, 2015. To properly close and transition the workforce services contract from WNI to ResCare, he recommended a two month contract extension with WNI through November 30, 2015, at a cost not anticipated to exceed \$200,000.

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

*See Exhibit E15-09-8*

**Item 9. Resolution Authorizing Lease with Shady Oaks Partnership Ltd. for the Denton Workforce Center**

David Setzer, Director of Workforce Development, explained that NCTCOG currently leases 20,000 square feet of office space in Denton for the workforce service delivery contractor, as well as, child care program operations. Since the existing lease was scheduled to end on April 30, 2015, the Board previously approved a short-term lease extension through September 30, 2015, until the process of competitively procuring both Child Care and Workforce Service Delivery contractors was complete. Both contractors have now determined that the floor plan of the Denton location meets the needs of the service delivery plan and staff is recommending a new five year lease for the Denton location with Shady Oaks Partnership, Ltd., for the workforce center located at 1300 Teasley Lane.

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

*See Exhibit E15-09-9*

**Item 10. Resolution Authorizing Purchase and Placement of Advertising for Transportation Initiatives**

Michael Morris, Director of Transportation, explained that it has proven beneficial for Transportation Department program areas to coordinate multimedia advertising. Benefits include increased website traffic, greater public participation, and lower advertising rates. He asked the Board to authorize the purchase and placement of new advertising for Fiscal Year 2016 Transportation Department initiatives in an amount not to exceed \$817,000. The advertising will support activities such as AirCheckTexas, Bike/Ped Safety, Congestion Demand Management, Ozone Season Emissions Reduction Campaign, Opportunities for Public Input/Public Meetings, and Vehicle Technologies Programs.

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

*See Exhibit E15-09-10*

**Item 11. Resolution Authorizing a Funding Partnership with Collin County**

Michael Morris, Director of Transportation, told the Board that Collin County has expressed concern about fully utilizing their portion of state allotted funds for Low-Income Repair and Replacement Assistance Program/Local Initiative Projects (LIRAP/LIP). He explained that Collin County had attempted to withdraw from the program last year when funding was limited, but were delayed by a lengthy rulemaking process. This funding partnership will allow Collin County to exchange LIRAP/LIP funds for up to \$1.5 million in Congestion Mitigation and Air

Quality Improvement Program funds, which the County will use for various air quality projects. This will help the region to more fully utilize all available revenue.

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

*See Exhibit E15-09-11*

**Item 12. Resolution Authorizing Acceptance of the FY2015 Homeland Security Grant Program (HSGP) Funds to Support Regional Activities**

Molly McFadden, Director of Emergency Preparedness, asked the Board for approval to accept 2015 Homeland Security Grant Program Funds, to execute the necessary grant agreement for an amount of approximately \$1,720,000 and to execute an Interlocal Cooperation Agreement for management and administration activities in the amount of approximately \$80,000. This program is 100% federally funded with no local cost-share or match requirements as part of the 2015 Department of Homeland Security Appropriations Act. The funds will be used to provide planning, equipment, training, citizen preparedness, and exercise assistance for the region and Urban Area, including the Citizen Corps Program.

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

*See Exhibit E15-09-12*

**Item 13. Resolution Authorizing Contract with J&M Global Solutions for Economic Recovery Planning, Training, and Workshops**

Molly McFadden, Director of Emergency Preparedness, told the Board that J&M Global Solutions was selected by the members of an Evaluation Committee comprised of members of the Regional Emergency Management Working Group to provide the necessary planning, design, development, and coordination of Economic Recovery Training and Workshops, in an amount not to exceed \$141,500. This State Homeland Security Grant Program project is 100% funded with no local cost-share or match requirements. The goal is to create a regional framework based on the Department of Homeland Security's National Disaster Recovery Framework. This will establish systems and processes to enable economic and business activities to recover following a disaster.

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

*See Exhibit E15-09-13*

**Item 14. Resolution Authorizing Contract Amendment with Texas Department of Aging and Disability Services Allowing Provision of Services to Managed Care Organizations**

Doni Green, Director of Aging, explained that the Area Agency on Aging (AAA) receives funding from the Texas Department of Aging and Disability Services (DADS) to provide services to older adults. DADS is encouraging Area Agencies on Aging, such as NCTCOG, to seek supplemental funding opportunities by making existing programs and services, particularly non-traditional payer sources such as Medicaid, available to a broader audience for a fee. DADS has issued a contract amendment which permits this type of contracting with managed care organizations, subject to review and approval by DADS at least 30 days prior to execution. Staff is recommending approval of the amendment and pursuit of contracting opportunities to the extent feasible in keeping within the scope of NCTCOG parameters.

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

*See Exhibit E15-09-14*

**Item 15. Resolution Authorizing Agreements and Fiscal Year 2016 Funding Allocations for Title III Nutrition and Transportation Services**

This item was taken as the last item on the agenda.



**Item 16. Resolution Authorizing Agreement with DADS for Aging and Disability Resource Center (ADRC) Services**

Doni Green, Director of Aging, explained that NCTCOG has served as the lead agency for the North Central Texas Aging and Disability Resource Center (NCT-ADRC) since 2008 and would like to continue in that role. The Center is funded through a competitive procurement process by the Texas Department of Aging and Disability Services (DADS). NCTCOG's Fiscal Year 2016 funding proposal to DADS for ADRC services was approved for a maximum of five years in the amount of approximately \$360,000. Funding for successive years will be renegotiated annually.

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

*See Exhibit E15-09-16*

**Item 17. Resolution Authoring Contracts for Information, Referral and Assistance Services**

The Area Agency on Aging (AAA) receives federal and state funding to provide information, referral and assistance services to older persons and caregivers of older persons in its service region. AAA has designated up to \$80,000 per annum to be passed through to qualified not-to-profit agencies to provide such services. A proposal review subcommittee of the Regional Aging Advisory Board (RAAC) has made the following funding recommendations for the seven proposals received in response to a Request for Proposals that was issued in July of 2015.

- United Way of Metropolitan Tarrant County: \$21,000
- Community Council of Greater Dallas: \$25,000
- Wellness Center for Older Adults: \$11,000
- Kaufman County Senior Citizens Services, Inc.: \$6,000
- Rockwall County Committee on Aging: \$7,000
- Assistance Center of Collin County: \$5,000
- Meals on Wheels of Palo Pinto County: \$5,000

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

*See Exhibit E15-09-17*

**Item 18. Resolution Authorizing Contracts with Independent Care Coordinators**

Doni Green, Director of Aging, explained that NCTCOG receives funding from the Department of Aging and Disability Services to provide care coordination services to older individuals, their family caregivers, and nursing home residents of all ages. NCTCOG will engage qualified independent care providers for the time period October 1, 2015, through September 30, 2016 for a maximum of \$987,729 on performance-based contractual agreements with reimbursement not to exceed \$73 per unit.

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

*See Exhibit E15-09-18*

**Item 19. Resolution Authorizing Contract with Community Council of Greater Dallas for Chronic Disease Self-Management Programs**

Doni Green, Director of Aging, told the Board that the Community Council of Greater Dallas (CCGD) has been awarded funding from the Administration for Community Living (ACL) for Empowering Older Adults and Adults with Disabilities through Chronic Disease Self-Management Education (CDSME) Programs. CCGD wishes to contract with NCTCOG in the amount of \$50,000 per annum for two years. She explained that the goal of the project is to expand the reach of the Chronic Disease Self-Management Program (CDSMP) classes, Diabetes Self-Management Program (DSMP) classes, and HomeMeds medication reviews conducted in the North Central

Texas region. NCTCOG intends to hire a half-time employee for the new position with associated costs estimated at \$33,592 per annum.

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

See Exhibit E15-09-19

**Item 20. Resolution Endorsing the 2015 International Codes and Regional Code Amendments - Edith Marvin**

Edith Marvin, Director of Environment and Development, explained that NCTCOG actively promotes the standardization of model construction codes in order to help reduce a wide disparity of codes in the region. She explained that by encouraging cities to adopt standardized codes and regional amendments, NCTCOG has helped North Central Texas municipalities reduce the cost of training codes personnel, made it easier for contractors, builders, and developers to do work from city to city throughout the region and reduce overall construction costs. She acknowledged four members of the Codes Committee for their service: Paul Ward of Southlake, Jack Thompson of DeSoto, Ed Dryden of Dallas and David Kerr of Plano. She then invited Mr. Kerr, Chair of the Regional Codes Coordinating Committee to comment. He reinforced the importance and success of standardizing codes.

NCTCOG's advisory committee, the Regional Codes Coordinating Committee (RCCC), and its five advisory boards of public and private sector code professionals have developed, conducted review meetings and approved regional amendments to the 2015 Editions of the: International Building Code, International Residential Code, International Existing Building Code, International Fire Code, International Plumbing Code, International Mechanical Code, International Fuel Gas Code, and the International Energy Conservation Code. The RCCC is seeking Board endorsement of the regional amendments and a recommendation that all cities in the North Central Texas region adopt the 2015 International Codes and corresponding regional amendments by January 31, 2016.

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

See Exhibit E15-09-20

**APPOINTMENTS:**

**Item 21. Appointments to Department of Environment and Development Advisory Committees**

Edith Marvin, Director of Environment and Development, asked the Board to consider appointments to the following advisory committees:

**PUBLIC WORKS COUNCIL**

Chair: Joe Trammel, County Engineer, Tarrant County; Vice Chair: Manny Palacios, Transportation and Public Works Director, City of Weatherford

**Public Sector Standing Members**

- |                       |  |
|-----------------------|--|
| City of Arlington     | Keith Melton, Director of Public Works and Transportation              |
| City of Dallas        | Kenneth Jones, Senior Engineer   |
| City of Fort Worth    | Greg Simmons, Assistant Director, Transportation and Public Works      |
| City of Grand Prairie | Stephanie Griffin, Floodplain Administrator/Stormwater Utility Manager |
| City of Mesquite      | Tim James, Director of Public Works                                    |
| City of Plano         | Gerald Cosgrove, Director of Public Works                              |
| City of Richardson    | Jim Lockart, Assistant Director of Engineering                         |
| Tarrant County        | Joe Trammel, County Engineer   |

**Public Sector Subregional Representatives**

- |                   |  |
|-------------------|--|
| Northeast Dallas  | Jim Proce, Assistant City Manager, City of Rowlett                 |
| Northeast Tarrant | Jeremy Hutt, City Engineer, City of Colleyville                    |
| Northwest         | Eric Tamayo, Public Works Director, Town of Northlake              |
| Northwest Dallas  | Keith Marvin, Assistant Director of Public Works, City of Coppell  |
| Northwest Tarrant | Joseph Alvarez, Public Works Supervisor, City of Westworth Village |
| South Tarrant     | Sheyi Ipaye, City Manager, City of Forest Hill                     |
| Southeast         | Jeff Chambers, Director of Public Works, City of Waxahachie        |

Southeast Dallas Andrew Waits, Water and Wastewater Superintendent, City of Lancaster

**Private Sector**

Associated General Contractors Paul Causey, North Texas Area Manager, Associated General Contractors of Texas  
Council of Engineering Companies Jerry Roberts, Vice President, Halff Associates, Inc.  
Associated General Contractors Eric Johnson, General Plant Manager, Austin Bridge and Road  
Council of Engineering Companies Brad Tribble, Senior Vice President, Kimley-Horn

**REGIONAL CODES COORDINATING COMMITTEE**

Chair: David Kerr, Fire Marshal, City of Plano; Vice Chair: Jack Thompson, Building Official, City of DeSoto

**Public Sector Members**

City of Arlington Rick Ripley, Building Official  
City of Dallas Ted Padgett, Assistant Chief, Fire-Rescue Department  
City of Fort Worth Allison Gray, Assistant Director, Development Division  
City of Fort Worth Bob Morgan, Senior Fire Protection Engineer  
City of Granbury Greg Contreras, Building Official, City of Duncanville  
City of Mansfield Paul Coker, Chief Building Official  
City of Plano David Kerr, Fire Marshal, RCCC Chair

**Private Sector Members**

Associated General Contractors Larry Bartlett, Lead Plumbing Coordinator, TDIndustries  
International Association of Electrical Inspectors Gary Jones, Principal, G. W. Jones Consulting  
American Institute of Architects, East Bruce Rachel, Architect, Hensley Lamkin Rachel, Inc.  
Society of Fire Protection Engineers New RCCC member.  
Energy Specialist Bahman Yazdani, Associate Director, Texas A&M Energy Systems Laboratory  
Dallas Builders Association David Lehde, Director of Government Affairs, Dallas Builders Association  
Dallas Builders Association Tommy Ford, President, Tommy Ford Construction Company

**RESOURCE CONSERVATION COUNCIL**

Chair: Stephen Massey, Community Services Director, City of Allen; Vice Chair: Cecile Carson, Senior Director, Affiliate Development, Keep America Beautiful

**Public Sector Members**

City of Farmers Branch Shane Davis, Environmental Services and Solid Waste Manager, City of Farmers Branch  
City of Allen Stephen Massey, Community Services Director, RCC Chair  
City of Arlington Lorrie Anderle, Recycling Coordinator  
City of Denton A. Vance Kemler, Director of Solid Waste  
City of Fort Worth Valerie Familo, Senior Contract Compliance Specialist  
City of Irving Brenda Haney, Solid Waste Services Director  
City of Lewisville Lisa Weaver, Sustainability Manager  
City of Plano Robert Smouse, Environmental Waste Services Manager  
City of Stephenville Nick Williams, Director of Public Works  
Collin County Tammi Benners, Office Coordinator  
Dallas County Anthony Jenkins, Assistant Director of Environmental Health  
Wise County Chad Davis, Wise County Engineer, Wise County

**Other**

Environmental Charles Whitaker, Executive Director, Environmental Co-op  
Environmental Grace Darling, Board Member, Arlington Conservation Council  
Private Sector Greta J. Calvery, Area Public Affairs Manager, Waste Management  
Private Sector Elizabeth Combs, Public Relations and Recycling Coordinator, Progressive Waste Solutions  
Private Sector Cheri Reynolds Howard, Regional Business Development Manager, ECS Refining

**WATER RESOURCES COUNCIL**

Chair: Ron McCuller, Director of Public Works, City of Grand Prairie; Vice Chair: Wayne Owen, Planning Director, Tarrant Regional Water District

City of Dallas System Zachary Peoples, Assistant Director - Wastewater Operations, City of Dallas  
City of Dallas System Larry McDaniel, General Manager, Dallas County Park Cities Municipal Utilities District

City of Fort Worth System	David Fain, Director of Public Works, City of Aledo
City of Fort Worth System	Sebastian "Buster" Fichera, Assistant Director, Water Department, City of Fort Worth
North Texas Municipal Water District	Elizabeth Turner, Environmental Services Officer
Trinity River Authority	Ron McCuller, Public Works Director, City of Grand Prairie, WRC Chair
Trinity River Authority	James Whitt, Assistant Director of Public Works, City of Euless
Upper Trinity Regional Water District	Larry Patterson, Deputy Executive Director

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

**Item 15. Resolution Authorizing Agreements and Fiscal Year 2016 Funding Allocations for Title III Nutrition and Transportation Services**

Mayor Pro Tem Smith submitted an affidavit and recused herself from this item and left the room, as she serves on the Collin County Commission on Aging. She did not return to the meeting.

Doni Green, Director of Aging, explained that as the Area Agency on Aging (AAA) for State Planning Region 4A, NCTCOG allocates federal and state funds distributed through the Texas Department of Aging and Disability Services (DADS) in the 14-county service region. DADS has budgeted \$3,461,416 for Title III (of the Older Americans Act) nutrition and transportation services for Fiscal Year 2016 and the AAA is recommending funding, as follows.

- City of Cleburne (Cle-Tran): \$11,865
- Collin County Committee on Aging: \$618,390
- Crescent Care: \$13,200
- SPAN (Denton County Committee on Aging): \$418,674
- Erath County Senior Citizens, Inc.: \$130,198
- Meals on Wheels of Johnson and Ellis Counties: \$551,114
- Hood County Committee on Aging: \$217,247
- Senior Center Resources and Public Transit (Hunt County Committee on Aging): \$308,540
- Kaufman/Navarro County Senior Citizens, Inc.: \$537,496
- Meals on Wheels of Palo Pinto County: \$108,495
- Parker County Committee on Aging: \$225,141
- Rockwall County Committee on Aging: \$97,532
- Somervell County Committee on Aging: \$94,076
- Wise County Committee on Aging: \$89,382
- Public Transit Services (Palo Pinto and Parker counties): \$25,066
- Senior Citizens Services of Greater Tarrant County: \$15,000

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

*See Exhibit E15-09-15*

**MISCELLANEOUS:**

**Item 22. Old and New Business**

There was no old or new Business.

**Item 23. Attendance and Calendar**

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

President Horn adjourned the meeting at 2:29 pm.

Approved by:

Checked by:

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John Horn  
President, North Central Texas Council of Governments  
County Judge, Hunt County

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Mike Eastland, Executive Director  
North Central Texas Council of Governments



**North Central Texas Council of Governments**

**TO:** Mike Eastland  
Executive Director

Date: October 14, 2015

**FROM:** Monte Mercer  
Deputy Executive Director

**SUBJECT:** Resolution to Review and Approve NCTCOG's Investment Policy

In accordance with the Public Funds Investment Act (PFIA), a public entity's investment policy must be reviewed annually by its governing body. There is one recommended change to:

- Authorized Brokers/Dealers <sup>(1)</sup>:
  - Raymond James & Associates, Inc. removed

I will be available at the Executive Board meeting to answer any questions.

MM:rm

<sup>(1)</sup> The Authorized Brokers/Dealers list is updated each year based on the City of Arlington and City of Carrollton respective lists.

**RESOLUTION TO REVIEW AND APPROVE  
NCTCOG'S INVESTMENT POLICY**

**WHEREAS**, the Public Funds Investment Act requires public entities to develop written investment policies and strategies reviewed and approved annually by the governing body; and

**WHEREAS**, the Public Funds Investment Act requires the governing body or designated investment committee of public entities to review and adopt annually a list of qualified brokers authorized to engage in investment transactions with the entity; and

**WHEREAS**, the Investment Policy and broker list has been presented to and reviewed by the Executive Board; and

**WHEREAS**, the Executive Board finds the policy to provide for the safe and prudent investment of funds;

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

**Section 1.** NCTCOG staff is authorized to take such investment actions as the approved policy permits with authorized brokers.

**Section 2.** This resolution shall be in effect immediately upon its adoption.

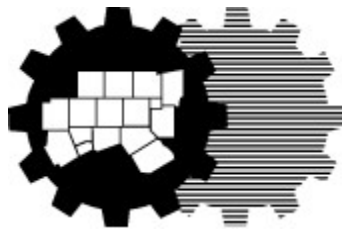
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John Horn, President  
North Central Texas Council of Governments  
County Judge, Hunt County

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on October 22, 2015.

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Tom Lombard, Secretary-Treasurer  
North Central Texas Council of Governments  
Councilmember, City of North Richland Hills



# **Investment Policy**

North Central Texas  
Council of Governments

October 14, 2015



# INVESTMENT POLICY

## I. POLICY

It is the policy of the North Central Council of Governments (NCTCOG) that after allowing for the anticipated cash flow requirements of NCTCOG and giving due consideration to the safety and risk of investment, all available funds shall be invested in conformance with these legal and administrative guidelines, seeking to optimize interest earnings to the maximum extent possible.

Effective cash management is recognized as essential to good fiscal management. Investment interest is a source of revenue to NCTCOG funds. The NCTCOG's investment portfolio shall be designed and managed in a manner designed to maximize this revenue source, to be responsive to public trust, and to be in compliance with legal requirements and limitations.

Investments shall be made with the primary objectives of:

- \* **Safety** and preservation of principal
- \* Maintenance of sufficient **liquidity** to meet operating needs
- \* **Public trust** from prudent investment activities
- \* Optimization of **interest earnings** on the portfolio

## II. PURPOSE

The purpose of this investment policy is to comply with applicable statutes, rules, regulations and Chapter 2256 of the Government Code ("Public Funds Investment Act"), which requires NCTCOG to adopt a written investment policy regarding the investment of its funds and funds under its control. The Investment Policy addresses the methods, procedures and practices that must be exercised to ensure effective and judicious fiscal management of the NCTCOG's funds.

## III. SCOPE

This Investment Policy shall govern the investment of all financial assets of NCTCOG. These funds are accounted for in the NCTCOG's Comprehensive Annual Financial Report (CAFR) and include:

- General Fund
- Special Revenue Funds
- Internal Service Funds
- Enterprise Funds
- Any new fund created by NCTCOG, unless specifically exempted from this Policy by the Executive Board or by law.

NCTCOG may consolidate cash balances from all funds to maximize investment earnings. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

This Investment Policy shall apply to all transactions involving the financial assets and related activity for all the foregoing funds. However, this policy does not apply to the assets administered for the benefit of NCTCOG by outside agencies under deferred compensation programs.

The following investment strategies are the guidelines to investment of the funds of NCTCOG. All investments, when aggregated together, must be within the diversification parameters listed with the authorized investments. From time to time, on a temporary basis, the actual investments within one fund or another may vary slightly from its underlying strategy. However, these deviations should only be temporary and easily corrected.

- **Operating funds** include the general fund, internal service funds, and enterprise funds. These funds are necessary for the day to day operations of the NCTCOG's programs. Due to their short-term nature, these funds need to be available when needed. These funds will be invested in instruments authorized by this policy with a maturity not exceeding 180 days.
- **Advance funds** include any designated local, state, or federal advance funding within special revenue funds. These funds are necessary for the implementation of the NCTCOG's programs and tend to be short-term to mid-term in nature. These funds will be invested in instruments authorized by this policy with a maturity matched with programmatic needs not exceeding 365 days.
- **Designated funds** include programmed local funding within special revenue funds. These funds tend to be longer term in nature and not needed for immediate use. These funds will be invested in instruments authorized by this policy with a maturity matched with programmatic needs not exceeding two (2) years.

#### **IV. INVESTMENT OBJECTIVES**

NCTCOG shall manage and invest its cash with four primary objectives, listed in order of priority: **safety, liquidity, public trust, and yield, expressed as optimization of interest earnings**. The safety of the principal invested always remains the primary objective. All investments shall be designed and managed in a manner responsive to the public trust and consistent with state and local law.

NCTCOG shall maintain a comprehensive cash management program, which includes collection of account receivables, vendor payments in accordance with invoice terms, and prudent investment of available cash. Cash management is defined as the process of managing monies in order to insure maximum cash availability and maximum earnings on short-term investment of cash.

##### **Safety [PFIA 2256.005(b)(2)]**

Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit and interest rate risk.

- Credit Risk and Concentration of Credit Risk – NCTCOG will minimize credit risk, the risk of loss due to the failure of the issuer or backer of the investment, and concentration of credit risk, the risk of loss attributed to the magnitude of investment in a single issuer, by:
  - Limiting investments to the safest types of investments
  - Pre-qualifying the financial institutions and broker/dealers with which NCTCOG will do business
  - Diversifying the investment portfolio so that potential losses on individual issuers will be minimized.
- Interest Rate Risk – NCTCOG will manage the risk that the interest earnings and the market value of investments in the portfolio will fall due to changes in general interest rates by limiting the maximum weighted average maturity of the investment portfolio to 365 days. NCTCOG will, in addition,:

- Structure the investment portfolio so that investments mature to meet cash requirements for ongoing operations, thereby avoiding the need to liquidate investments prior to maturity.
- Invest operating funds primarily in certificates of deposit, shorter-term securities, money market mutual funds, or local government investment pools functioning as money market mutual funds.
- Diversify maturities and staggering purchase dates to minimize the impact of market movements over time.

**Liquidity [PFIA 2256.005(b)(2)]**

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that investments mature concurrent with cash needs to meet anticipated demands. Because all possible cash demands cannot be anticipated, a portion of the portfolio will be invested in shares of money market mutual funds or local government investment pools that offer same-day liquidity. In addition, a portion of the portfolio may consist of securities with active secondary or resale markets.

**Public Trust**

All participants in NCTCOG’s investment process shall seek to act responsibly as custodians of the public trust. Investment officers shall avoid any transaction that might impair public confidence in NCTCOG’s ability to govern effectively.

**Yield (Optimization of Interest Earnings) [PFIA 2256.005(b)(3)]**

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above.

**V. RESPONSIBILITY AND CONTROL**

**Delegation of Authority [PFIA 2256.005(f)]**

In accordance with applicable statutes, rules, regulations and the Public Funds Investment Act, the Board designates the Deputy Executive Director as NCTCOG’s Investment Officer. An Investment Officer or designee is authorized to execute investment transactions on behalf of NCTCOG. No person may engage in an investment transaction or the management of NCTCOG funds except as provided under the terms of this Investment Policy as approved by the Board. The investment authority granted to the investing officers is effective until rescinded by the Board.

**Quality and Capability of Investment Management [PFIA 2256.005(b)(3)]**

NCTCOG shall provide periodic training in investments for the designated investment officer(s) and other investment personnel through courses and seminars offered by professional organizations, associations, and other independent sources in order to insure the quality and capability of investment management in compliance with the Public Funds Investment Act.

**Training Requirement [PFIA 2256.008 – Local Governments]**

In accordance with applicable statutes, rules, regulations and the Public Funds Investment Act, designated Investment Officers shall attend an investment training session no less often than once every two years commencing on the first day of NCTCOG’s fiscal year and consisting of the two consecutive fiscal years following that date. and shall receive not less than 10 hours of instruction relating to

investment responsibilities. A newly appointed Investment Officer must attend a training session of at least 10 hours of instruction within twelve months of the date the officer took office or assumed the officer's duties. The investment training session shall be provided by an independent source approved by the Board (see Attachment). For purposes of this policy, an "independent source" from which investment training shall be obtained shall include a professional organization, an institution of higher education or any other sponsor other than a business organization with whom NCTCOG may engage in an investment transaction.

### **Internal Controls**

The Controller is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of NCTCOG are protected from loss, theft, or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

Accordingly, the Controller shall establish a process for annual independent review by an external auditor to assure compliance with policies and procedures. The internal controls shall address the following points.

- Control of collusion.
- Separation of transactions authority from accounting and record keeping.
- Custodial safekeeping.
- Avoidance of physical delivery securities.
- Clear delegation of authority to subordinate staff members.
- Written confirmation for all transactions for investments and wire transfers.
- Development of a wire transfer agreement with the depository bank or third party custodian.

### **Prudence [PFIA 2256.006]**

The standard of prudence to be applied by the Investment Officer shall be the "prudent investor" rule. This rule states that "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived." In determining whether an Investment Officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

- The investment of all funds, or funds under NCTCOG's control, over which the officer had responsibility rather than a consideration as to the prudence of a single investment.
- Whether the investment decision was consistent with the written approved investment policy of NCTCOG.

### **Indemnification**

The Investment Officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for a specific investment's credit risk or market price changes, provided that these deviations are reported immediately and the appropriate action is taken to control adverse developments.

### **Ethics and Conflicts of Interest [PFIA 2256.005(j)]**

Officers and employees involved in the investment process shall refrain from personal business activity that would conflict with the proper execution and management of the investment program, or that would impair their ability to make impartial decisions. Employees and Investment Officers shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose

any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with which business is conducted on behalf of the NCTCOG.

An Investment Officer of NCTCOG who has a personal business relationship with an organization seeking to sell an investment to NCTCOG shall file a statement disclosing that personal business interest. An Investment Officer who is related within the second degree by affinity or consanguinity to an individual seeking to sell an investment to NCTCOG shall file a statement disclosing that relationship. A statement required under this subsection must be filed with the Texas Ethics Commission and the Board.

## **VI. SUITABLE AND AUTHORIZED INVESTMENTS**

### **Portfolio Management**

NCTCOG currently has a “buy and hold” portfolio strategy. Maturity dates are matched with cash flow requirements and investments are purchased with the intent to be held until maturity. However, investments may be liquidated prior to maturity for the following reasons:

- An investment with declining credit may be liquidated early to minimize loss of principal.
- Cash flow needs of NCTCOG require that the investment be liquidated.
- Portfolio restructuring to accommodate NCTCOG needs and requirements or to address market conditions.

### **Investments [PFIA 2256.005(b)(4)(A)]**

NCTCOG funds governed by this policy may be invested in the instruments described below, all of which are authorized by Chapter 2256 of the Government Code (Public Funds Investment Act). Investment of NCTCOG funds in any instrument or security not authorized for investment under the Act is prohibited. NCTCOG will not be required to liquidate an investment that becomes unauthorized subsequent to its purchase.

#### **I. Authorized**

1. Obligations of the United States of America, its agencies and instrumentalities.
2. Certificates of Deposit issued by a depository institution that has its main office or a branch office in Texas. The certificate of deposit must be guaranteed or insured by the Federal Deposit Insurance Corporation or its successor or the National Credit Union Share Insurance Fund or its successor and secured by obligations in a manner and amount as provided by law. In addition, certificates of deposit obtained through a depository institution that has its main office or a branch office in Texas and that contractually agrees to place the funds in federally insured depository institutions in accordance with the conditions prescribed in Section 2256.010(b) of the Public Funds Investment Act are authorized investments.
3. Fully collateralized direct repurchase agreements with a defined termination date secured by obligations of the United States or its agencies and instrumentalities. These shall be pledged to NCTCOG, held in NCTCOG’s name, and deposited at the time the investment is made with NCTCOG or with a third party selected and approved by NCTCOG. Repurchase agreements must be purchased through a primary government securities dealer, as defined by the Federal Reserve, or a financial institution doing business in Texas. A Master Repurchase Agreement must be signed by the bank/dealer prior to investment in a repurchase agreement. All repurchase agreement transactions will be on a delivery vs. payment basis. Securities received for repurchase agreements must have a market value greater than or equal to 102 percent at the time funds are disbursed. (Sweep Accounts and/or Bond Proceeds)

4. Money Market Mutual funds that: 1) are registered and regulated by the Securities and Exchange Commission, 2) have a dollar weighted average stated maturity of 90 days or less, 3) seek to maintain a net asset value of \$1.00 per share, and 4) are rated AAA by at least one nationally recognized rating service.
5. Local government investment pools, which 1) meet the requirements of Chapter 2256.016 of the Public Funds Investment Act, 2) are rated no lower than AAA or an equivalent rating by at least one nationally recognized rating service, and 3) are authorized by resolution or ordinance by the Board. In addition, a local government investment pool created to function as a money market mutual fund must mark its portfolio to the market daily and, to the extent reasonably possible, stabilize at \$1.00 net asset value.

All prudent measures will be taken to liquidate an investment that is downgraded to less than the required minimum rating. (PFIA 2256.021)

**II. Not Authorized [PFIA 2256.009(b)(1-4)]**

Investments including interest-only or principal-only strips of obligations with underlying mortgage-backed security collateral, collateralized mortgage obligations with an inverse floating interest rate or a maturity date of over 10 years are strictly prohibited.

## **VII. INVESTMENT PARAMETERS**

**Maximum Maturities [PFIA 2256.005(b)(4)(B)]**

The longer the maturity of investments, the greater their price volatility. Therefore, it is NCTCOG's policy to concentrate its investment portfolio in shorter-term securities in order to limit principal risk caused by changes in interest rates.

NCTCOG attempts to match its investments with anticipated cash flow requirements. NCTCOG will not directly invest in securities maturing more than two (2) years from the date of purchase; however, the above described obligations, certificates, or agreements may be collateralized using longer dated investments.

Because no secondary market exists for repurchase agreements, the maximum maturity shall be 120 days except in the case of a flexible repurchase agreement for bond proceeds. The maximum maturity for such an investment shall be determined in accordance with project cash flow projections and the requirements of the governing bond ordinance.

The composite portfolio will have a weighted average maturity of 365 days or less. This dollar-weighted average maturity will be calculated using the stated final maturity dates of each security. [PFIA 2256.005(b)(4)(C)]

**Diversification [PFIA 2256.005(b)(3)]**

NCTCOG recognizes that investment risks can result from issuer defaults, market price changes or various technical complications leading to temporary illiquidity. Risk is managed through portfolio diversification that shall be achieved by the following general guidelines:

- Limiting investments to avoid over concentration in investments from a specific issuer or business sector (excluding U.S. Treasury securities and certificates of deposit that are fully insured and collateralized in accordance with state and federal law),
- Limiting investment in investments that have higher credit risks (example: commercial paper),
- Investing in investments with varying maturities, and

- Continuously investing a portion of the portfolio in readily available funds such as local government investment pools (LGIPs), money market funds or overnight repurchase agreements to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.

The following maximum limits, by instrument, are established for NCTCOG’s portfolio:

1. U.S. Treasury Securities ..... 100%
2. Agencies and Instrumentalities ..... 85%
3. Certificates of Deposit ..... 100%
4. Repurchase Agreements <sup>(1)</sup>..... 20%
5. Money Market Mutual Funds <sup>(2)</sup>..... 50%
6. Authorized Pools..... 100%

<sup>(1)</sup> Excluding flexible repurchase agreements for bond proceeds investments

<sup>(2)</sup> No single investment in any one money market mutual fund which exceeds 10% of the total assets of the money market mutual fund

## VIII. SELECTION OF BANKS AND DEALERS

### **Depository [Chapter 105.017, Local Government Code]**

At least every 5 years a Depository shall be selected through the NCTCOG’s banking services procurement process, which shall include a formal request for proposal (RFP). The selection of a depository will be determined by competitive bid and evaluation of bids will be based on the following selection criteria:

- The ability to qualify as a depository for public funds in accordance with state law.
- The ability to provide requested information or financial statements for the periods specified.
- The ability to meet all requirements in the banking RFP.
- Complete response to all required items on the bid form
- Lowest net banking service cost, consistent with the ability to provide an appropriate level of service.
- The credit worthiness and financial stability of the bank.

### **Authorized Brokers/Dealers [PFIA 2256.025]**

NCTCOG shall, at least annually, review, revise, and adopt a list of qualified brokers/dealers and financial institutions authorized to engage in securities transactions with NCTCOG. A designated investment committee or Executive Board will at least annually review and adopt the list of qualified brokers/dealers (see Attachment). Those firms that request to become qualified bidders for securities transactions will be required to provide a completed broker/dealer questionnaire that provides information regarding creditworthiness, experience and reputation and 2) a certification stating the firm has received, read and understood NCTCOG’s investment policy and agree to comply with the policy. Authorized firms may include primary dealers or regional dealers that qualify under Securities & Exchange Commission Rule 15C3-1 (Uniform Net Capital Rule), and qualified depositories. All investment providers, including financial institutions, banks, money market mutual funds, and local government investment pools, must sign a certification acknowledging that the organization has received and reviewed NCTCOG’s investment policy and that reasonable procedures and controls have been implemented to preclude investment transactions that are not authorized by NCTCOG’s policy. [PFIA 2256.005(k-l)]

### **Competitive Bids**

It is the policy of NCTCOG to require competitive bidding for all individual security purchases and sales except for: a) transactions with money market mutual funds and local government investment pools and

b) treasury and agency securities purchased at issue through an approved broker/dealer or financial institution.

**Delivery vs. Payment [PFIA 2256.005(b)(4)(E)]**

Securities shall be purchased using the **delivery vs. payment** method with the exception of investment pools and mutual funds. Funds will be released after notification that the purchased security has been received.

**IX. CUSTODIAL CREDIT RISK MANAGEMENT**

**Safekeeping and Custodial Agreements**

NCTCOG shall contract with a bank or banks for the safekeeping of securities either owned by NCTCOG as part of its investment portfolio or held as collateral to secure demand or time deposits. Securities owned by NCTCOG shall be held in NCTCOG's name as evidenced by safekeeping receipts of the institution holding the securities.

Collateral for deposits will be held by a third party custodian designated by NCTCOG and pledged to NCTCOG as evidenced by safekeeping receipts of the institution with which the collateral is deposited. Original safekeeping receipts shall be obtained. Collateral may be held by the depository bank's trust department, a Federal Reserve bank or branch of a Federal Reserve bank, a Federal Home Loan Bank, or a third party bank approved by NCTCOG.

**Collateral Policy [PFCA 2257.023]**

Consistent with the requirements of the Public Funds Collateral Act, it is the policy of NCTCOG to require full collateralization of all NCTCOG funds on deposit with a depository bank, other than investments. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 105% of market value of principal and accrued interest on the deposits or investments less an amount insured by the FDIC. At its discretion, NCTCOG may require a higher level of collateralization for certain investment securities. Securities pledged as collateral shall be held by an independent third party with which NCTCOG has a current custodial agreement. The Deputy Executive Director is responsible for entering into collateralization agreements with third party custodians in compliance with this Policy. The agreements are to specify the acceptable investment securities for collateral, including provisions relating to possession of the collateral, the substitution or release of investment securities, ownership of securities, and the method of valuation of securities. A clearly marked evidence of ownership (safekeeping receipt) must be supplied to NCTCOG and retained. Collateral shall be reviewed at least monthly to assure that the market value of the pledged securities is adequate.

**Collateral Defined**

NCTCOG shall accept only the following types of collateral:

- Obligations of the United States or its agencies and instrumentalities
- Direct obligations of the state of Texas or its agencies and instrumentalities
- Collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States
- Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized rating firm not less than A or its equivalent with a remaining maturity of ten (10) years or less
- A surety bond issued by an insurance company rated as to investment quality by a nationally recognized rating firm not less than A



- A letter of credit issued to NCTCOG by the Federal Home Loan Bank

### **Subject to Audit**

All collateral shall be subject to inspection and audit by the NCTCOG or NCTCOG's independent auditors.

## **X. PERFORMANCE**

### **Performance Standards**

NCTCOG's investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio shall be designed with the objective of obtaining a rate of return through budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow requirements of NCTCOG.

### **Performance Benchmark**

It is the policy of NCTCOG to purchase investments with maturity dates coinciding with cash flow needs. Through this strategy, NCTCOG shall seek to optimize interest earnings utilizing allowable investments available on the market at that time. Market value will be calculated on a quarterly basis on all securities owned and compared to current book value. NCTCOG's portfolio shall be designed with the objective of regularly meeting or exceeding the average rate of return on U.S. Treasury Bills at a maturity level comparable to NCTCOG's weighted average maturity in days.

## **XI. REPORTING [*PFIA 2256.023*]**

### **Methods**

The Investment Officer shall prepare an investment report on a quarterly basis that summarizes investment strategies employed in the most recent quarter and describes the portfolio in terms of investment securities, maturities, and shall explain the total investment return for the quarter.

The quarterly investment report shall include a summary statement of investment activity prepared in compliance with generally accepted accounting principals. This summary will be prepared in a manner that will allow NCTCOG to ascertain whether investment activities during the reporting period have conformed to the Investment Policy. The report will be provided to the Board. The report will include the following:

- A listing of individual securities held at the end of the reporting period.
- Unrealized gains or losses resulting from appreciation or depreciation by listing the beginning and ending book and market value of securities for the period.
- Additions and changes to the market value during the period.
- Average weighted yield to maturity of portfolio as compared to applicable benchmark.
- Listing of investments by maturity date.
- Fully accrued interest for the reporting period
- The percentage of the total portfolio that each type of investment represents.
- Statement of compliance of NCTCOG's investment portfolio with state law and the investment strategy and policy approved by the Board.

An independent auditor will perform a formal annual review of the quarterly reports with the results reported to the governing body [*PFIA 2256.023(d)*].

### **Monitoring Market Value [*PFIA 2256.005(b)(4)(D)*]**

Market value of all securities in the portfolio will be determined on a quarterly basis. These values will be obtained from a reputable and independent source and disclosed to the governing body quarterly in a written report.

## **XII. INVESTMENT POLICY ADOPTION [PFIA 2256.005(e)]**

NCTCOG's investment policy shall be adopted by resolution of the Board. It is NCTCOG's intent to comply with state laws and regulations. NCTCOG's investment policy shall be subject to revisions consistent with changing laws, regulations, and needs of NCTCOG. The Board shall adopt a resolution stating that it has reviewed the policy and investment strategies at least annually, approving any changes or modifications.

## **Attachment**

### **Authorized Brokers/Dealers**

Cantor Fitzgerald  
Coastal Securities  
Duncan-Williams, Inc.  
First Southwest Company  
SAMCO Capital Markets, Inc.

### **Government Pools Authorized by Executive Board Resolution**

(TEXPOOL) Texas Local Government Investment Pool  
(TexSTAR) Texas Short Term Asset Reserve Program  
(LOGIC) Local Government Investment Cooperative

### **Approved Providers of Public Funds Investment Act (PFIA) Training**

University of North Texas  
Government Finance Officers Association  
Government Finance Officers Association of Texas  
Government Treasurers Organization of Texas  
Texas State University  
Texas Municipal League



**North Central Texas Council of Governments**

**TO:** Mike Eastland  
Executive Director

**DATE:** October 14, 2015

**FROM:** Monte Mercer  
Deputy Executive Director

**SUBJECT:** Resolution to Accept and Approve the Quarterly Investment Report

An Investment Report, as required by the Investment Policy, is submitted for management and Executive Board review. This Investment Report provides information on the investment activity for the quarter ended September 30, 2015.

The following schedule, which complies with the Public Funds Investment Act, shows the average rate of return, cumulative transactions, beginning and ending balances for this quarter.

In addition, a supplementary schedule regarding the State's investment activity of the Regional Toll Revenue funds as well as the NTTA Hwy 161 funds has been provided. I will be available at the Board meeting to answer any questions.

MM:rm

**RESOLUTION TO ACCEPT AND APPROVE  
THE QUARTERLY INVESTMENT REPORT**

**WHEREAS**, the North Central Texas Council of Governments' Quarterly Investment Report for the quarter ended September 30, 2015 is hereby submitted in accordance with the Public Funds Investment Act; and,

**WHEREAS**, the Executive Board has reviewed the document and finds it to be in compliance with the Act.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

**Section 1.** The North Central Texas Council of Governments Executive Board hereby accepts the Quarterly Investment Report for the quarter ended September 30, 2015.

**Section 2.** This resolution shall be in effect immediately upon its adoption.

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John Horn, President  
North Central Texas Council of Governments  
County Judge, Hunt County

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on October 22, 2015.

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Tom Lombard, Secretary-Treasurer  
North Central Texas Council of Governments  
Councilmember, City of North Richland Hills

**NCTCOG Quarterly Investment Report**

Fiscal Year 2015 Quarter 4

Ended 9-30-2015

**Investment Portfolio Detail  
by Fund**

Description	Account #	Program	Beginning Balance	Deposits	Withdrawals	Interest	Ending Balance	% of Total
TexPool	2200400001	General Operating	\$ 5,257,093.66	\$ 5,954,668.43	\$ (9,639,130.18)	\$ 450.73	\$ 1,573,082.64	4.16%
Logic	756049012-001	General Operating	438.08	-	-	0.04	438.12	0.00%
TexStar	1111-000	General Operating	3,043,898.00	7,049,882.70	(2,000,000.00)	540.36	8,094,321.06	21.43%
<b>General Fund</b>			<b>\$ 8,301,429.74</b>	<b>\$ 13,004,551.13</b>	<b>\$ (11,639,130.18)</b>	<b>\$ 991.13</b>	<b>\$ 9,667,841.82</b>	<b>25.60%</b>
TexPool	2200400002	Solid Waste	\$ 1,345,525.74	-	(1,037,846.81)	191.49	\$ 307,870.42	0.82%
TexPool	2200400003	Supplemental Environmental Projects	21,262.39	-	(21,264.23)	1.84	- 0.00	0.00%
TexPool	2200400005	Air Check Texas	1,085,562.75	-	(637,226.16)	153.23	448,489.82	1.19%
TexPool	2200400005	9-1-1 Operating	2,237,021.81	1,139,130.18	(474,051.46)	367.64	2,902,468.17	7.68%
TexPool	2200400007	Transportation Revenue Center 5 Funds	12,679,044.29	-	(3,784,279.77)	1,792.75	8,896,557.27	23.55%
TexStar	1111001	Transportation	226,707.58	-	-	48.23	226,755.81	0.60%
TexStar	2100999	Exchange Funds Principal Pooled	17,545,723.63	-	(7,053,595.57)	3,712.87	10,495,840.93	27.79%
TexStar	3100999	Exchange Funds Earnings Pooled	4,819,179.36	3,712.87	-	1,026.18	4,823,918.41	12.77%
<b>Special Revenue Fund</b>			<b>\$ 39,960,027.55</b>	<b>\$ 1,142,843.05</b>	<b>\$ (13,008,264.00)</b>	<b>\$ 7,294.23</b>	<b>\$ 28,101,900.83</b>	<b>74.40%</b>
<b>Total</b>			<b>\$ 48,261,457.29</b>	<b>\$ 14,147,394.18</b>	<b>\$ (24,647,394.18)</b>	<b>\$ 8,285.36</b>	<b>\$ 37,769,742.65</b>	<b>100.00%</b>

**Investment Portfolio Detail  
by Investment Type**

Description	Account #	Program	Beginning Balance	Deposits	Withdrawals	Interest	Ending Balance	% of Total
TexPool	2200400001	General Operating	\$ 5,257,093.66	\$ 5,954,668.43	\$ (9,639,130.18)	\$ 450.73	\$ 1,573,082.64	4.16%
TexPool	2200400002	Solid Waste	1,345,525.74	-	(1,037,846.81)	191.49	307,870.42	0.82%
TexPool	2200400003	Supplemental Environmental Projects	21,262.39	-	(21,264.23)	1.84	- 0.00	0.00%
TexPool	2200400004	Air Check Texas	1,085,562.75	-	(637,226.16)	153.23	448,489.82	1.19%
TexPool	2200400005	9-1-1 Operating	2,237,021.81	1,139,130.18	(474,051.46)	367.64	2,902,468.17	7.68%
TexPool	2200400007	Transportation Revenue Center 5 Funds	12,679,044.29	-	(3,784,279.77)	1,792.75	8,896,557.27	23.55%
<b>TexPool</b>			<b>\$ 22,625,510.64</b>	<b>\$ 7,093,798.61</b>	<b>\$ (15,593,798.61)</b>	<b>\$ 2,957.68</b>	<b>\$ 14,128,468.32</b>	<b>37.41%</b>
Logic	756049012001	General Operating	\$ 438.08	\$ -	-	\$ 0.04	\$ 438.12	0.00%
TexStar	1111000	General Operating	\$ 3,043,898.00	7,049,882.70	(2,000,000.00)	540.36	\$ 8,094,321.06	21.43%
TexStar	1111001	Transportation	226,707.58	-	-	48.23	226,755.81	0.60%
TexStar	2100999	Exchange Funds Principal Pooled	17,545,723.63	-	(7,053,595.57)	3,712.87	10,495,840.93	27.79%
TexStar	3100999	Exchange Funds Earnings Pooled	4,819,179.36	3,712.87	-	1,026.18	4,823,918.41	12.77%
<b>TexStar</b>			<b>\$ 25,635,508.57</b>	<b>\$ 7,053,595.57</b>	<b>\$ (9,053,595.57)</b>	<b>\$ 5,327.64</b>	<b>\$ 23,640,836.21</b>	<b>62.59%</b>
<b>Total</b>			<b>\$ 48,261,457.29</b>	<b>\$ 14,147,394.18</b>	<b>\$ (24,647,394.18)</b>	<b>\$ 8,285.36</b>	<b>\$ 37,769,742.65</b>	<b>100.00%</b>

**NCTCOG Quarterly Investment Report**

Fiscal Year 2015 Quarter 4

Ended 9-30-2015

**Investment Portfolio Summary**

Description	Beginning					
	Balance	Deposits	Withdrawals	Interest	Ending Balance	% of Total
General Fund	\$ 8,301,429.74	\$ 13,004,551.13	\$ (11,639,130.18)	\$ 991.13	\$ 9,667,841.82	25.60%
Special Revenue	39,960,027.55	1,142,843.05	(13,008,264.00)	7,294.23	28,101,900.83	74.40%
<b>Total</b>	<b>\$ 48,261,457.29</b>	<b>\$ 14,147,394.18</b>	<b>\$ (24,647,394.18)</b>	<b>\$ 8,285.36</b>	<b>\$ 37,769,742.65</b>	<b>100.00%</b>

**Fiscal Year 2015 to Date**

Pool Description	Beginning					
	Balance	Deposits	Withdrawals	Interest	Ending Balance	% of Total
TexPool	\$ 21,455,191.26	\$ 40,737,676.18	\$ (48,075,540.18)	\$ 11,141.06	\$ 14,128,468.32	37.41%
Logic	438.07	-	-	0.05	438.12	0.00%
TexStar	26,624,759.05	9,561,301.61	(12,561,301.61)	16,077.16	23,640,836.21	62.59%
<b>Total</b>	<b>\$ 48,080,388.38</b>	<b>\$ 50,298,977.79</b>	<b>\$ (60,636,841.79)</b>	<b>\$ 27,218.27</b>	<b>\$ 37,769,742.65</b>	<b>100.00%</b>

**Year to Date Interest**

Pool Description	Fiscal Year 2015			Fiscal Year 2014		
	General Fund	Special Revenue	Total	General Fund	Special Revenue	Total
	TexPool	\$ 2,295.01	\$ 8,846.05	\$ 11,141.06	\$ 1,820.60	\$ 6,300.96
Logic	0.05	-	0.05	0.02	-	0.02
TexStar	2,017.64	14,059.52	16,077.16	1,607.20	8,627.18	10,234.38
<b>Total</b>	<b>\$ 4,312.70</b>	<b>\$ 22,905.57</b>	<b>\$ 27,218.27</b>	<b>\$ 3,427.82</b>	<b>\$ 14,928.14</b>	<b>\$ 18,355.96</b>

**Interest Rate Averages**

Rate Description	September-2015		September-2014		FY 2015 thru		FY 2014 thru	
	September-2015	September-2014	FY 2015 Qtr 4	FY 2014 Qtr 4	September-2015	September-2014	September-2015	September-2014
90 Day T-Bill	0.0200%	0.0200%	0.0400%	0.0267%	0.0275%	0.0425%	0.0275%	0.0425%
TexPool	0.0850%	0.0333%	0.0732%	0.0333%	0.0517%	0.0336%	0.0517%	0.0336%
Logic	0.1354%	0.0795%	0.1324%	0.0904%	0.1080%	0.0954%	0.1080%	0.0954%
TexStar	0.0994%	0.0317%	0.0846%	0.0330%	0.0631%	0.0348%	0.0631%	0.0348%

All funds are invested in investment pools whose book and market value are the same.

**Regional Toll Revenue (RTR) Supplementary Report <sup>(1)</sup>**

Fiscal Year 2015 Quarter 4  
Thru 8-31-2015

**Investment Balances Summary**

This Month						
Fund Description	Beginning Balance	Deposits	Withdrawals	Interest	Ending Balance	% of Total
RTR	\$ 913,292,585.68	\$ -	\$ (63,495,094.92)	\$ 318,928.86	\$ 850,116,419.62	66.96%
RTR-REVOLVING FUND	351,736,652.13	612,780.39	(13,076,702.10)	123,372.18	339,396,102.60	26.73%
SH161 FUNDS	61,681,094.14	-	(2,610,191.18)	23,767.12	59,094,670.08	4.65%
SH162 FUNDS	20,914,131.77	-	(6,712.80)	7,310.09	20,914,729.06	1.65%
<b>Total</b>	<b>\$ 1,347,624,463.72</b>	<b>\$ 612,780.39</b>	<b>\$ (79,188,701.00)</b>	<b>\$ 473,378.25</b>	<b>\$ 1,269,521,921.36</b>	<b>100.00%</b>

This Quarter						
Fund Description	Beginning Balance	Deposits	Withdrawals	Interest	Ending Balance	% of Total
RTR	\$ 913,872,583.43	\$ -	\$ (64,369,128.72)	\$ 612,964.91	\$ 850,116,419.62	66.96%
RTR-REVOLVING FUND	356,508,290.40	1,251,546.58	(18,601,596.35)	237,861.97	339,396,102.60	26.73%
SH161 FUNDS	81,056,991.01	-	(22,012,154.66)	49,833.73	59,094,670.08	4.65%
SH162 FUNDS	20,900,706.17	-	-	14,022.89	20,914,729.06	1.65%
<b>Total</b>	<b>\$ 1,372,338,571.01</b>	<b>\$ 1,251,546.58</b>	<b>\$ (104,982,879.73)</b>	<b>\$ 914,683.50</b>	<b>\$ 1,269,521,921.36</b>	<b>100.00%</b>

Last Quarter						
Fund Description	Beginning Balance	Deposits	Withdrawals	Interest	Ending Balance	% of Total
RTR	\$ 972,289,475.20	\$ -	\$ (59,619,440.05)	\$ 1,202,548.28	913,872,583.43	66.59%
RTR-REVOLVING FUND	364,161,330.72	1,722,328.36	(9,830,292.21)	454,923.53	356,508,290.40	25.98%
SH161 FUNDS	82,656,145.52	-	(1,702,481.69)	103,327.18	81,056,991.01	5.91%
SH162 FUNDS	23,706,737.08	-	(2,833,620.43)	27,589.52	20,900,706.17	1.52%
<b>Total</b>	<b>\$ 1,442,813,688.52</b>	<b>\$ 1,722,328.36</b>	<b>\$ (73,985,834.38)</b>	<b>\$ 1,788,388.51</b>	<b>\$ 1,372,338,571.01</b>	<b>100.00%</b>

Fiscal Year 2015 to Date						
Fund Description	Beginning Balance	Deposits	Withdrawals	Interest	Ending Balance	% of Total
RTR	\$ 1,075,956,304.32	\$ 8,000,000.00	\$ (237,509,747.89)	\$ 3,669,863.19	\$ 850,116,419.62	66.96%
RTR-REVOLVING FUND	397,495,942.73	6,008,400.11	(65,488,735.44)	1,380,495.20	339,396,102.60	26.73%
SH161 FUNDS	86,796,512.89	-	(28,005,137.83)	303,295.02	59,094,670.08	4.65%
SH162 FUNDS	23,665,904.77	-	(2,833,620.43)	82,444.72	20,914,729.06	1.65%
<b>Total</b>	<b>\$ 1,583,914,664.71</b>	<b>\$ 14,008,400.11</b>	<b>\$ (333,837,241.59)</b>	<b>\$ 5,436,098.13</b>	<b>\$ 1,269,521,921.36</b>	<b>100.00%</b>

Inception to Date						
Fund Description	Beginning Balance	Deposits	Withdrawals	Interest	Ending Balance	% of Total
RTR	\$ -	\$ 2,517,540,060.13	\$ (1,859,595,233.76)	\$ 192,171,593.25	\$ 850,116,419.62	66.96%
RTR-REVOLVING FUND	-	1,026,773,630.69	(734,692,812.47)	47,315,284.38	339,396,102.60	26.73%
SH161 FUNDS	-	150,221,700.03	(93,480,022.28)	2,352,992.33	59,094,670.08	4.65%
SH162 FUNDS	-	50,073,900.01	(29,883,261.18)	724,090.23	20,914,729.06	1.65%
<b>Total</b>	<b>\$ -</b>	<b>\$ 3,744,609,290.86</b>	<b>\$ (2,717,651,329.69)</b>	<b>\$ 242,563,960.19</b>	<b>\$ 1,269,521,921.36</b>	<b>100.00%</b>

Interest Rate Averages						
Rate Description	August-2015	August-2014	FY 2015 Qtr 4 thru August-2015	FY 2014 Qtr 4 thru August-2014	FY 2015 thru August-2015	FY 2014 thru August-2014
90 Day T-Bill	0.0700%	0.0300%	0.0500%	0.0300%	0.0282%	0.0445%
TexPool	0.0716%	0.0353%	0.0673%	0.0333%	0.0487%	0.0336%
Logic	0.1354%	0.0927%	0.1310%	0.0958%	0.1055%	0.0969%
TexStar	0.0823%	0.0350%	0.0773%	0.0337%	0.0598%	0.0351%
State Comptroller	0.4110%	0.3529%	0.4114%	0.3446%	0.4009%	0.3845%

<sup>(1)</sup> All funds are invested by the Texas Treasury Safekeeping Trust Company; interest earned in the current month is credited in the following month





October 22, 2015 — Item 4

**North Central Texas Council of Governments**

TO: Mike Eastland  
Executive Director

DATE: October 15, 2015

FROM: Molly McFadden  
Emergency Preparedness Director

SUBJECT: Resolution Authorizing Contract with Tiger Valley, LLC, for Joint Special Weapons and Tactics (SWAT) Training

The North Central Texas Council of Governments (NCTCOG), through its Emergency Preparedness Department, issued a Request for Proposals (RFP) on August 10, 2015, seeking on-site training for Special Weapons and Tactics (SWAT) Teams in the North Central Texas (NCT) region on methods of multi-team operations, hostage rescue, and covert search tactics. Following evaluation, TIGER Valley, LLC, is being recommended to provide the training.

Funding for this effort is included in the 2014 State Homeland Security Grant Program, which is 100% funded with no local cost-share or match requirements. This regional project will assist in building and sustaining the capabilities of SWAT teams throughout the region. Following the NCT regional full-scale exercise in 2013, SWAT teams participated in a survey that identified several training needs. The After Action Report also identified the continued need for SWAT teams in the region to conduct joint training. The overall goal of this training will be to enhance the region's capability to respond to acts of terrorism and criminal activity through training on joint team search, hostage rescue, and close-quarter battle techniques. This joint training will address shortcomings and issues previously identified through regional training and surveys.

A draft resolution authorizing a contract with TIGER Valley, LLC in an amount not to exceed \$235,000 is attached for Executive Board consideration. Should either you or the Executive Board members have questions, staff and I will be present at the meeting to summarize and address any questions, or I may be contacted by phone at 817-608-2322 or by e-mail at [mmcfadden@nctcog.org](mailto:mmcfadden@nctcog.org).

MMc: ba

**RESOLUTION AUTHORIZING CONTRACT WITH TIGER VALLEY, LLC FOR  
JOINT SPECIAL WEAPONS AND TACTICS (SWAT) TRAINING**

**WHEREAS**, the North Central Texas Council of Governments (NCTCOG) is working with local governments and others in building regional emergency preparedness capacity; and,

**WHEREAS**, the health, safety and welfare of citizens in North Central Texas is threatened by a variety of natural and technological hazards including terrorism; and,

**WHEREAS**, NCTCOG issued a Request for Proposals (RFP) on August 10, 2015, seeking on-site training for Special Weapons and Tactics (SWAT) Teams in the North Central Texas (NCT) region on methods of multi-team operations, hostage rescue, and covert search tactics; and,

**WHEREAS**, Tiger Valley, LLC, responded to the RFP and is being recommended to provide the requested services; and,

**WHEREAS**, NCTCOG has complied with federal and State regulations regarding contract and procurement proceedings.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

**Section 1.** A contract between NCTCOG and TIGER Valley, LLC, to provide on-site training the Special Weapons and Tactics (SWAT) Teams in North Central Texas, in an amount not to exceed \$235,000, be and is hereby approved.

**Section 2.** The Executive Director or designee is authorized to execute contractual agreements necessary to carry out this program, in the name of the North Central Texas Council of Governments.

**Section 3.** This resolution shall be in effect immediately upon its adoption.

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John Horn, President  
North Central Texas Council of Governments  
County Judge, Hunt County

I hereby certify that the Executive Board of the North Central Texas Council of Governments adopted this resolution on October 22, 2015.

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Tom Lombard, Secretary-Treasurer  
North Central Texas Council of Governments  
Councilmember, City North Richland Hills

**TO:** Mike Eastland  
Executive Director

**DATE:** October 15, 2015

**FROM:** Tim Barbee  
Director of Research and Information Services/CIO NCTCOG

**SUBJECT:** Resolution Authorizing FY2016 Purchases of Computer Hardware, Software and Information Technology Contract Services

The Executive Board will be asked to approve the purchases of computer hardware, software and related services identified in the FY2016 Information Technology Infrastructure and Services Purchase Plan (“Plan”). The Plan is based on information provided by each of the departments within NCTCOG concerning their Information Technology needs over the next 12 months. The NCTCOG Enterprise Information Technology environment includes support of three separate buildings at the main NCTCOG campus, 14 Workforce Service locations spread across the North Central Texas Region and one Mobile Workforce Unit. The Plan includes the cost of maintenance and licensing for existing hardware, software and network infrastructure, the cost of new hardware and software to support departmental work programs, and the expected cost of contract services to support core components of the enterprise information technology environment.

**Information Technology Infrastructure and Services Purchase Plan:**

<b>Category</b>	<b>Cost</b>
Desktop Lease Payment and Equipment Refresh:	\$221,500.00
Expansion/Replacement of existing Infrastructure	\$865,000.00
Enterprise Systems Maintenance and Subscriptions Cost:	\$485,000.00
Recurring Software Licensing:	\$766,000.00
Phones, Printers and Replacement parts:	\$90,000.00
Consulting Services:	\$715,000.00
<b>Total</b>	<b>\$3,142,500.00</b>

### **Category Definitions:**

- Desktop Lease Payment and Equipment Refresh: Includes the cost of the replacement of all desktop hardware that has reached end of life and the recurring cost associated with desktops that were procured on a lease arrangement.
- Expansion/Replacement of existing Infrastructure: Includes the cost to replace end-of-life equipment and expand capacity based on identified needs.
- Enterprise Systems Maintenance and Subscriptions Cost: Includes the cost of ongoing maintenance for all network and server infrastructure and the monthly fees associated with providing internet and network connectivity for supported locations spread across our 16 county region.
- Recurring Software Licensing: Cost to continue to use and receive vendor updates for software installed on the network. This includes all enterprise level software such as Microsoft Server and Desktop Operating Systems and some program area software such as Transportation Modeling and Design applications.
- Phones, Printers and Replacement parts: Includes the cost to replace “end of life” or broken printers and phones. Also, includes cost of a small inventory of replacement parts for desktop and network equipment to ensure systems stay operational.
- Consulting Services: Creates flexibility for the RIS and 911 teams to use external resources to augment existing staffing levels and expertise on a temporary and as needed basis.

The Research and Information Services (RIS) Team supports approximately 600 staff spread across the 16 counties in the NCTCOG region. These support efforts require creative solutions and partnerships with service providers to create a reliable and secure technology environment for all staff regardless of their location. The RIS Team relies heavily on maintaining current hardware, centralized infrastructure, active maintenance agreements and consulting assistance under this Plan to provide infrastructure and desktop support to 14 different locations effectively. Purchases related to this Plan will be implemented throughout the year as required by program areas and as funding is available.

A draft resolution approving the FY2016 Information Technology Infrastructure and Services Purchase Plan is attached for Executive Board consideration. I will provide a brief presentation and be available to answer any questions at the Board meeting.

**RESOLUTION AUTHORIZING FY2016 PURCHASES OF COMPUTER HARDWARE,  
SOFTWARE AND INFORMATION TECHNOLOGY CONTRACT SERVICES**

**WHEREAS**, the North Central Texas Council of Governments (NCTCOG) is a voluntary association of, by and for local governments organized under Chapter 391 of the Texas Local Government Code and was established to assist local governments in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

**WHEREAS**, NCTCOG annually develops an Information Technology Infrastructure and Services Purchase Plan which identifies the anticipated computer hardware, software and related services purchases for the fiscal year; and,

**WHEREAS**, NCTCOG staff recommends approval of the FY2016 Information Technology Infrastructure and Services Purchase Plan; and,

**WHEREAS**, NCTCOG will comply with federal and state regulations regarding contracting and procurement for these purchases.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

**Section 1.** The NCTCOG Executive Board approves the FY2016 Information Technology Infrastructure and Services Purchase Plan and authorizes the purchases identified therein in an amount not to exceed \$3,142,500.00.

**Section 2.** The Executive Director or designee is authorized to execute contractual agreements necessary to carry out this program, in the name of the North Central Texas Council of Governments.

**Section 3.** This resolution shall be in effect immediately upon its adoption.

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John Horn, President  
North Central Texas Council of Governments  
County Judge, Hunt County

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on October 22, 2015.

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Tom Lombard, Secretary-Treasurer  
North Central Texas Council of Governments  
Councilmember, City of North Richland Hills



**North Central Texas Council of Governments**

TO: Mike Eastland  
Executive Director

DATE: October 15, 2015

FROM: Michael Morris, P.E.  
Director of Transportation

SUBJECT: Resolution Authorizing Submittal of Grant Application to the State Farm Good Neighbor Citizenship Company Grant Program

In October 2015, the North Central Texas Council of Governments (NCTCOG) requests approval to submit a proposal for \$100,000 in grant funds through the 2016 Good Neighbor Citizenship Company Grant funded by the State Farm Companies Foundation and State Farm Insurance Company. An emphasis area for the Safety Grants is auto and roadway safety.

NCTCOG will be requesting \$100,000 to promote bicycle and automobile safety efforts and to assist in the development and implementation of a Safety Social Marketing Campaign aimed at modifying negative driver behaviors. The grant is funded at 100 percent, therefore no local match is required. NCTCOG is requesting authorization to submit a grant application and if awarded, staff will work with the State Farm Companies Foundation and State Farm Insurance Company on the most efficient method to transfer these funds to the region. The Regional Transportation Council has approved planning activities related to safety-related effects in the FY2016 and FY2017 Unified Planning Work Program.

A draft resolution authorizing submittal of applications for the 2016 Good Neighbor Citizenship Company Grant Program is attached for Executive Board consideration. I will provide a brief presentation of this item and will be available to answer any questions prior to requesting Board approval.

KK:tmb  
Attachment

**RESOLUTION AUTHORIZING SUBMITTAL OF GRANT APPLICATION TO THE STATE  
FARM GOOD NEIGHBOR CITIZENSHIP COMPANY GRANT PROGRAM**

**WHEREAS**, the North Central Texas Council of Governments (NCTCOG) has been designated as the Metropolitan Planning Organization (MPO) for the Dallas-Fort Worth Metropolitan Area by the Governor of the State of Texas in accordance with federal law; and,

**WHEREAS**, the Regional Transportation Council (RTC), comprised primarily of local elected officials, is the regional transportation policy body associated with NCTCOG, and has been and continues to be a forum for cooperative decisions on transportation; and,

**WHEREAS**, the Fiscal Year (FY) 2016 and FY2017 Unified Planning Work Program Element 5.03 provides for bicycle and pedestrian planning activities; and,

**WHEREAS**, the FY2016 and FY2017 Unified Planning Work Program Element 5.06 provides for implementation of congestion management operations; and,

**WHEREAS**, State Farm through the good Neighbor Citizenship Company Grant Program has made funding available for roadway and auto safety projects.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

- Section 1.** NCTCOG is authorized to submit a grant application to State Farm in an amount of approximately \$100,000, and if awarded receive funds, to promote bicycle and automobile safety efforts and to assist in the development and implementation of a Safety Social Marketing Campaign aimed at modifying negative driver behaviors.
- Section 2.** If awarded, these funds shall be incorporated into the appropriate fiscal year budget.
- Section 3.** The Executive Director or designee is authorized to execute contractual agreements necessary to carry out this program, in the name of the North Central Texas Council of Governments.
- Section 4.** This resolution shall be in effect immediately upon its adoption.

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John Horn, President  
North Central Texas Council of Governments  
County Judge, Hunt County

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on October 22, 2015.

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Tom Lombard, Secretary-Treasurer  
North Central Texas Council of Governments  
Councilmember, City of North Richland Hills



North Central Texas Council of Governments

TO: Mike Eastland  
Executive Director

DATE: October 15, 2015

FROM: Michael Morris, P.E.  
Director of Transportation

SUBJECT: Resolution Authorizing a Consultant Contract for the State Highway 199 Corridor  
Master Plan Study

The North Central Texas Council of Governments (NCTCOG) has received Surface Transportation Program - Metropolitan Mobility funds from the Texas Department of Transportation for planning and implementation programs to be administered and managed by NCTCOG. Part of these funds were allocated to the development of a corridor master plan for State Highway (SH) 199. The 2013 Planning for Livable Military Communities study conducted by NCTCOG identified SH 199 as a vital transportation facility and developed concepts to balance mobility and accessibility improvements with economic development. The purpose of the SH 199 Corridor Master Plan is to develop an overall phased implementation plan, preliminary design, costs, and funding options for transportation improvements.

In June 2015, NCTCOG initiated procurement of a consultant to develop the master plan for SH 199. Three firms submitted a proposals. The Consultant Selection Committee (CSC) met on July 13, 2015, to review and evaluate the proposals. Based on the review and scoring of the proposals, the CSC felt interviews with two firms should be held. Both firms were interviewed by the CSC on July 22, 2015. Based on the proposals and interviews, the CSC recommends Freese and Nichols, Inc. to complete the scope of work for this project. Freese and Nichols has a 32.32 percent Disadvantaged Business Enterprise (DBE) participation commitment. Freese and Nichols is committed to an Affirmative Action program that meets all applicable federal, State, and local laws.

A draft resolution authorizing a consultant contract with Freese and Nichols in an amount not to exceed \$695,000 is attached for Executive board consideration. I will provide a brief presentation of this item and will be available to answer any questions prior to requesting Board approval.

Attachment



**RESOLUTION AUTHORIZING A CONSULTANT CONTRACT FOR THE  
STATE HIGHWAY 199 CORRIDOR MASTER PLAN STUDY**

**WHEREAS**, the North Central Texas Council of Governments (NCTCOG) has been designated as the Metropolitan Planning Organization (MPO) for the Dallas-Fort Worth Metropolitan Area by the Governor of the State of Texas in accordance with federal law; and,

**WHEREAS**, the Regional Transportation Council (RTC), comprised primarily of local elected officials, is the regional transportation policy body associated with NCTCOG and has been and continues to be a forum for cooperative decisions on transportation; and,

**WHEREAS**, the FY2016 and FY2017 Unified Planning Work Program Element 5.01 provides support for the development and refinement of major regional corridors; and,

**WHEREAS**, in May 2015 the Executive Board authorized receipt of Surface Transportation Program – Metropolitan Mobility and Local Match funds for activities related to planning and implementation programs; and,

**WHEREAS**, in June 2015, NCTCOG issued a Request for Proposals to hire a firm to complete a State Highway (SH) 199 Corridor Master Plan; and,

**WHEREAS**, Freese and Nichols, Inc. has been recommended by the Consultant Selection Committee to develop a SH 199 Corridor Master Plan; and,

**WHEREAS**, NCTCOG has complied with federal and State regulations regarding contract and procurement proceedings.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

**Section 1.** A Contract between NCTCOG and Freese and Nichols, Inc., for a State Highway 199 Master Plan Study in an amount not to exceed \$695,000 be and is hereby approved.

**Section 2.** The Executive Director or designee is authorized to execute contractual agreements necessary to carry out this program, in the name of the North Central Texas Council of Governments.

**Section 3.** This resolution shall be in effect immediately upon its adoption.

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John Horn, President  
North Central Texas Council of Governments  
County Judge, Hunt County

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on October 22, 2015.

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Tom Lombard, Secretary-Treasurer  
North Central Texas Council of Governments  
Councilmember, City of North Richland Hills



North Central Texas Council of Governments

TO: Mike Eastland  
Executive Director

DATE: October 15, 2015

FROM: Michael Morris, P.E.  
Director of Transportation

SUBJECT: Resolution Authorizing Emergency Financial Assistance to Texoma Area  
Paratransit System

Since 2003, the North Central Texas Council of Governments (NCTCOG) has served as a designated recipient of Federal Transit Administration (FTA) funds for the Dallas-Fort Worth-Arlington Urbanized Area and serves as the federal grantee for small transit providers in the region. NCTCOG's role as the federal grantee includes responsibilities for administration, compliance and grant management for FTA programs. Texoma Area Paratransit System (TAPS) provides public transit in 7 counties in northern Texas. In the North Central Texas region, TAPS serves citizens in Wise and Collin Counties (outside of the Dallas Area Rapid Transit service area) and is a NCTCOG subrecipient. TAPS also receives funds directly from FTA to serve the McKinney Urbanized Area and funding from the Texas Department of Transportation to serve the rural areas.

In June, the FTA conducted a Financial Management Oversight review of TAPS. The final report, issued in August, outlined deficiencies in a significant number of areas. Since then, TAPS staff and board have identified additional challenges with sustaining transit service. On October 8, 2015, the Regional Transportation Council (RTC) approved the use of up to \$100,000 in existing RTC Local funding, available for transit sustainability, to secure financial management services to assist TAPS staff in managing the financial operations of the transit agency and ensure the appropriate accounting mechanisms are in place to meet federal and State requirements. Those services are being procured and it is expected that a financial management professional will be onsite at TAPS in October.

At the same meeting, the RTC approved the use of up to \$250,000 in RTC Local funding to provide emergency financial assistance for TAPS by providing a backstop for a local loan to ensure the grant reimbursement cycle with TAPS' funding partners can continue and service disruptions are minimized. Staff is requesting Executive Board authorization to enter into the necessary agreements to provide up to \$250,000 to backstop a local loan, the form of which will be negotiated with TAPS and their lending partners.

A draft resolution authorizing the agreements is attached for Executive Board consideration. I will provide a brief presentation on this item and will be available to answer any questions prior to requesting Board approval.

SC/JH:tmb  
Attachment

**RESOLUTION AUTHORIZING EMERGENCY FINANCIAL ASSISTANCE TO  
TEXOMA AREA PARATRANSIT SYSTEM**

**WHEREAS**, the North Central Texas Council of Governments (NCTCOG) is authorized by law to conduct such coordinating and technical studies as required to guide the unified development of the area, eliminate duplication, and promote economy and efficiency through area-wide planning; and,

**WHEREAS**, the Regional Transportation Council (RTC), comprised primarily of local elected officials, is the regional transportation policy body associated with NCTCOG, and has been and continues to be a forum for cooperative decisions on transportation; and,

**WHEREAS**, NCTCOG is a Designated Recipient for Federal Transit Administration (FTA) funds in the Dallas-Fort Worth-Arlington and Denton-Lewisville Urbanized Areas for multiple funding programs, as delegated by the Governor of the State of Texas; and,

**WHEREAS**, element 3.06 of the Fiscal Year (FY) 2016 and FY2017 Unified Planning Work Program provides for NCTCOG to serve as the federal grantee for public transit providers operating service in the Dallas-Fort Worth-Arlington Urbanized Area, with responsibilities of administration, grant management and compliance for FTA programs; and,

**WHEREAS**, element 3.06 of the FY2016 and FY2017 Unified Planning Work Program supports the sustainability of transit services and solutions that move the region toward more comprehensive, coordinated, accessible, efficient, and effective public transit services; and,

**WHEREAS**, Texoma Area Paratransit System (TAPS) is the public transportation provider in Wise and Collin Counties in the North Central Texas Region and has identified challenges with sustaining transit service; and,

**WHEREAS**, the RTC took action on October 8, 2015 to provide emergency financial assistance to TAPS.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

**Section 1.** The Executive Director or designee is authorized to execute the necessary agreements to provide emergency financial assistance to TAPS in an amount not to exceed \$250,000 in RTC Local funding.

**Section 2.** This motion shall be in effect immediately upon adoption.

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John Horn, President  
North Central Texas Council of Governments  
County Judge, Hunt County

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on October 22, 2015.

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Tom Lombard, Secretary-Treasurer  
North Central Texas Council of Governments  
Councilmember, City of North Richland Hills



**North Central Texas Council of Governments**

TO: Mike Eastland  
Executive Director

DATE: October 14, 2015

FROM: Doni Green  
Director of Aging Programs

SUBJECT: Resolution Authorizing Provision of Care Transitions and HomeMeds Services to Cigna HealthSpring Members

Last month, the North Central Texas Council of Governments (NCTCOG) Executive Board authorized a contract amendment with the Texas Department of Aging and Disability Services (DADS) as well as negotiations with managed care organizations (MCOs) for the provision of Aging services to Medicaid beneficiaries on a fee-for-service basis. Staff committed to bring any contracting opportunities with MCOs before the Board for review and approval prior to execution.

NCTCOG staff has been in conversations with Cigna HealthSpring for the provision of Care Transitions and HomeMeds services to its Medicaid members in the Tarrant County service delivery area (consisting of Denton, Johnson, Parker, Tarrant, and Wise counties). The Care Transitions program assigns transition coaches to hospital in-patients who are at risk of potentially preventable readmissions. Coaches promote self-management skills through the non-clinical, evidence-based intervention, comprised of a home visit and three phone calls. During the home visits transition coaches also gather information on clients' prescription and over-the-counter medications and enter it into the customized HomeMeds database. This data-base checks for negative interactions and alerts a consulting pharmacist in such cases.

NCTCOG has experience providing Care Transitions and HomeMeds services to older adults in the North Central Texas Area in its capacity as the designated Area Agency on Aging, drawing on its Title III funds. Further, both programs are consistent with the NCTCOG Aging Department's mission of helping people with disabilities maximize health, while minimizing waste in the Medicaid program. The fixed fees charged for the provision of service by NCTCOG will, at a minimum, be sufficient to cover its costs to deliver the services. No funds from the Texas Department of Aging and Disability Services will be utilized to support services rendered to Cigna HealthSpring members.

A draft resolution authorizing the provision of services to Cigna HealthSpring Medicaid members in the Tarrant County service delivery area, as a subcontractor to United Way of Metropolitan Tarrant County, is attached for Executive Board consideration. I will provide a brief presentation and will be available to answer any questions prior to requesting Board approval.

Thank you.

DG:ct

**RESOLUTION AUTHORIZING PROVISION OF CARE TRANSITIONS AND HOMEMEDS SERVICES TO CIGNA HEALTHSPRING MEMBERS**

**WHEREAS**, the North Central Texas Council of Governments (NCTCOG) has been designated as the Area Agency on Aging for State Planning Region 4A by the Texas Department of Aging and Disability Services (DADS); and,

**WHEREAS**, NCTCOG recently executed a contract amendment with DADS granting it authority to provide Aging services to Medicaid beneficiaries of managed care organizations (MCOs) on a fee-for-service basis; and,

**WHEREAS**, Cigna HealthSpring is an MCO and is interested in NCTCOG providing Care Transitions and HomeMeds services to its Medicaid members in the Tarrant service delivery area (consisting of Denton, Johnson, Parker, Tarrant, and Wise counties); and,

**WHEREAS**, the United Way of Metropolitan Tarrant County, the designated Area Agency on Aging for Tarrant County, is an existing subcontractor to Cigna HealthSpring and wishes to engage NCTCOG as a subcontractor to provide such services; and

**WHEREAS**, NCTCOG has experience administering both programs and believes the proposed fixed fees are sufficient to cover its costs.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

**Section 1:** A contract between NCTCOG and United Way of Metropolitan Tarrant County to provide Care Transitions and HomeMeds services to Cigna HealthSpring Medicaid members in the Tarrant service delivery area on a fixed-fee basis, be and is hereby approved.

**Section 2:** The fees charged by NCTCOG under this contract shall at a minimum cover its costs to deliver the services.

**Section 3.** The Executive Director or designee is authorized to execute a contract with United Way of Metropolitan Tarrant County, in the name of the North Central Texas Council of Governments.

**Section 3:** This resolution shall be in effect immediately upon its adoption.

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John Horn, President  
North Central Texas Council of Governments  
County Judge, Hunt County

I hereby certify that the resolution was adopted by the Executive Board of the North Central Texas Council of Governments on October 22, 2015.

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Tom Lombard, Secretary-Treasurer  
North Central Texas Council of Governments  
Councilmember, City of North Richland Hills

October 22, 2015 – ITEM 10



**North Central Texas Council of Governments**

**TO:** Mike Eastland, Executive Director

**DATE:** October 14, 2015

**FROM:** Edith Marvin, P.E.  
Director of Environment and Development

**SUBJECT:** Resolution Approving the Regional Solid Waste Management Plan, *Planning for Sustainable Materials Management in North Central Texas, 2015 - 2040*

NCTCOG is responsible for maintaining and updating a solid waste management plan for the 16-county region. The purpose of a regional solid waste management plan is to identify concerns; collect and evaluate necessary data; provide goals, objectives, and action recommendations; and, provide an overview of the solid waste management environment in the region. A regional plan must also conform to Texas Health and Safety Code Section 363.064 and contains both Volume I and Volume II.

The previous Regional Solid Waste Management Plan Volume II was approved by the Texas Commission on Environmental Quality (TCEQ) Commissioners in 2007. On October 8, 2015, the Resource Conservation Council, the solid waste advisory committee for North Central Texas, approved an updated Volume II of the regional solid waste management plan now called *Planning for Sustainable Materials Management in North Central Texas, 2015 - 2040*. This plan reflects a year long process involving the Resource Conservation Council, other stakeholders, and public meetings to solicit input and update data and identify regional solid waste management trends, priorities, regional goals, objectives, and action recommendations. The Draft *Planning for Sustainable Materials Management in North Central Texas, 2015 – 2040* is posted at [www.nctcog.org/envir/solidwasteplan](http://www.nctcog.org/envir/solidwasteplan).

A draft resolution approving *Planning for Sustainable Materials Management in North Central Texas, 2015 – 2040*, and authorization to administratively amend the Plan on an annual basis under the advisement of the Resource Conservation Council, is attached for Executive Board consideration. Upon approval, NCTCOG will forward the final plan to TCEQ for final approvals.

I will provide a brief presentation of this item and will be available to answer any questions prior to requesting Board approval.

**RESOLUTION APPROVING THE REGIONAL SOLID WASTE MANAGEMENT PLAN, *PLANNING FOR SUSTAINABLE MATERIALS MANAGEMENT IN NORTH CENTRAL TEXAS, 2015 - 2040***

**WHEREAS**, the North Central Texas Council of Governments (NCTCOG) is the designated regional solid waste management planning agency for the North Central Texas 16-county region; and,

**WHEREAS**, the regional solid waste management plan serves as a roadmap for regional solid waste management initiatives and contains specific goals and objectives for achieving state, regional and local solid waste management strategies; and,

**WHEREAS**, NCTCOG is working with local governments and other stakeholders in the region to implement programs and policies that advance solid waste and materials management in North Central Texas; and,

**WHEREAS**, on October 8, 2015, the Resource Conservation Council, NCTCOG's solid waste advisory committee, adopted an updated regional solid waste management plan, *Planning for Sustainable Materials Management in North Central Texas, 2015 – 2040* (herein referred to as the Regional Plan); and,

**WHEREAS**, the Regional Plan has been made available to local governments and the public for review; public meetings were conducted; and public comments have been incorporated; and,

**WHEREAS**, the Resource Conservation Council recommends Executive Board approval of the Regional Plan.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

**Section 1.** The NCTCOG Executive Board approves *Planning for Sustainable Materials Management in North Central Texas, 2015 – 2040* and authorizes transmittal of relevant materials to TCEQ for subsequent approvals.

**Section 2.** The NCTCOG Executive Board authorizes staff to administratively amend the plan on an annual basis under the advisement of the Resource Conservation Council.

**Section 3.** This resolution shall be in effect immediately upon its adoption.

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John Horn, President  
North Central Texas Council of Governments  
County Judge, Hunt County

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on October 22, 2015.

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Tom Lombard, Secretary-Treasurer  
North Central Texas Council of Governments  
Councilmember, City of North Richland Hills



October 22, 2015 – ITEM 11

**North Central Texas Council of Governments**

**TO:** Mike Eastland, Executive Director

**DATE:** October 14, 2015

**FROM:** Edith Marvin, P.E.  
Director of Environment and Development

**SUBJECT:** Resolution Approving the Fiscal Year 2016 and 2017 NCTCOG Regional Solid Waste Funding Plan

The Texas Legislature has appropriated funds generated from solid waste tipping fees to Councils of Governments for Fiscal Years 2016 and 2017. These funds are used to conduct regional and local solid waste management activities, including a pass-through grant program that supports the implementation of solid waste management projects by local governments and other eligible entities to advance the goals of the regional solid waste management plan. A formula combining population, area, percentage of the solid waste tipping fee paid, and public health factors has been used by the State to allocate to NCTCOG approximately \$2.1 million for the FY2016 and FY 2017 biennium.

The NCTCOG Regional Solid Waste Funding Plan provides a roadmap of how NCTCOG intends to spend the appropriated solid waste funds. As required by the Texas Commission on Environmental Quality, a public meeting was held on the Regional Solid Waste Funding Plan on September 23, 2015. The FY 2016 and FY 2017 NCTCOG Regional Solid Waste Funding Plan was developed with input from and approved by the Resource Conservation Council, NCTCOG's solid waste advisory committee, on October 8, 2015. The Regional Solid Waste Funding Plan can be viewed at [www.nctcog.org/solidwastegrants](http://www.nctcog.org/solidwastegrants).

A draft resolution approving the Fiscal Year 2016 and 2017 NCTCOG Regional Solid Waste Funding Plan is attached for Executive Board consideration. Upon approval, NCTCOG will forward the Regional Solid Waste Funding Plan to TCEQ for final approvals.



**RESOLUTION APPROVING THE FISCAL YEAR 2016 AND 2017  
NCTCOG REGIONAL SOLID WASTE FUNDING PLAN**

**WHEREAS**, the North Central Texas Council of Governments (NCTCOG) is the designated regional solid waste management planning agency for the North Central Texas 16-county region; and,

**WHEREAS**, the NCTCOG Executive Board has adopted an updated regional solid waste management plan, *Planning for Sustainable Materials Management in North Central Texas, 2015 – 2040*, that has specific goals and objectives for achieving state, regional and local solid waste management strategies; and,

**WHEREAS**, the Texas Legislature has appropriated funds generated from solid waste tipping fees to Councils of Governments for Fiscal Years 2016 and 2017 that are used to conduct regional and local solid waste management activities, including a pass-through grant program that supports solid waste implementation projects to advance the goals of the regional solid waste management plan; and,

**WHEREAS**, a formula combining population, area, percentage of the solid waste tipping fee paid, and public health factors has been used by the State to allocate to NCTCOG approximately \$2.1 million for the FY2016 and FY 2017 biennium; and,

**WHEREAS**, the Texas Commission on Environmental Quality (TCEQ) requires a Fiscal Year 2016 and 2017 Regional Solid Waste Funding Plan to be approved by NCTCOG's Executive Board; and,

**WHEREAS**, NCTCOG conducted a public meeting on September 23, 2015, to seek input on this Funding Plan; and,

**WHEREAS**, the Resource Conservation Council, NCTCOG's solid waste advisory committee, approved the Regional Solid Waste Funding Plan and Application on October 8, 2015, and is recommending approval by the Executive Board.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

**Section 1.** The NCTCOG Executive Board approves the Regional Solid Waste Funding Plan and authorizes its submittal to TCEQ.

**Section 2.** The NCTCOG Executive Board finds that all activities and related expenses will serve to implement the goals, objectives, and recommendations of the regional solid waste management plan and the state solid waste management plan.

**Section 3.** NCTCOG will comply with the financial and program reporting requirements of TCEQ and the State of Texas.

**Section 4.** Pass-through grant funds will be used only for the purposes for which they are provided and will be administered under the guidance of the Resource Conservation Council, NCTCOG's solid waste advisory committee.

**Section 5.** NCTCOG is authorized to receive funds from TCEQ in the amount of approximately \$2.1 million.

**Section 6.** The Executive Director or designee is authorized to execute contractual agreements necessary to carry out this program, including agreements with sub-grantees to perform grant activities, in the name of the North Central Texas Council of Governments.

**Section 7.** This resolution shall be in effect immediately upon its adoption.

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John Horn, President  
North Central Texas Council of Governments  
County Judge, Hunt County

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on October 22, 2015.

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Tom Lombard, Secretary-Treasurer  
North Central Texas Council of Governments  
Councilmember, City of North Richland Hills

October 22, 2015-Item 12



**North Central Texas Council of Governments**

TO: Mike Eastland  
Executive Director

FROM: David K. Setzer  
Director of Workforce Development

DATE: October 15, 2015

SUBJECT: Resolution Authorizing Contract with BrandEra, Inc. for Communication and Outreach Services

The North Central Texas Council of Governments (NCTCOG), in its capacity as Administrative Entity and designated grant recipient/fiscal agent of the North Central Texas Workforce Development Board (d/b/a Workforce Solutions for North Central Texas), issued a Request for Proposal (RFP) on August 10, 2015, soliciting responses from qualified marketing firms for the provision of marketing services to build awareness among Workforce Solutions for North Central Texas' key customers and stakeholder audiences. The RFP closed on August 31, 2015, and, following evaluation, BrandEra, Inc. is recommended as the marketing firm for providing communication and outreach services.

A draft resolution authorizing an agreement with BrandEra, Inc. to provide communication and outreach services effective November 1, 2015, and continuing through October 31, 2016, in an amount not to exceed \$100,000 dollars, with four (4) optional one (1) year renewals in the same amount is attached for Executive Board consideration. The Workforce Board endorsed the selection of BrandEra, Inc. during its September 22, 2015 meeting.

I will provide a brief presentation of this item and will be available to answer any questions prior to requesting Executive Board approval.

**RESOLUTION AUTHORIZING CONTRACT WITH BRANDERA, INC.  
FOR COMMUNICATION AND OUTREACH SERVICES**

**WHEREAS**, the North Central Texas Council of Governments (NCTCOG) serves as the Administrative Entity and designated Grant Recipient/Fiscal Agent of the North Central Texas Workforce Development Board (d/b/a Workforce Solutions for North Central Texas); and,

**WHEREAS**, in this capacity NCTCOG issued a Request for Proposals (RFP) on August 10, 2015 in an effort to solicit responses from qualified marketing firms for the provision of marketing services to build awareness among Workforce Solutions for North Central Texas' key customers and stakeholder audiences; and,

**WHEREAS**, following evaluation, BrandEra, Inc. is being recommended as the marketing firm to provide the communication and outreach services; and,

**WHEREAS**, NCTCOG has complied with federal and State regulations regarding contract and procurement proceedings.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:**

**Section 1.** A contract for communication and outreach services between NCTCOG and BrandEra, Inc., beginning on November 1, 2015, and continuing through October 31, 2016, in an amount not to exceed \$100,000, including four (4) optional one (1) year renewals in amounts not to exceed \$100,000 annually, be and is hereby approved.

**Section 2.** The Executive Director or designee is authorized to execute a contract with BrandEra, Inc., in the name of the North Central Texas Council of Governments.

**Section 3.** This resolution shall be in effect immediately upon its adoption.

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John Horn, President  
North Central Texas Council of Governments  
County Judge, Hunt County

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on October 22, 2015.

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Tom Lombard, Secretary-Treasurer  
North Central Texas Council of Governments  
Councilmember, City of North Richland Hills



October 15, 2015 – Item 13

**North Central Texas Council of Governments**

**TO:** Mike Eastland  
Executive Director

**FROM:** David K. Setzer  
Director of Workforce Development

**DATE:** October 15, 2015

**SUBJECT:** Status Report on Childcare Services and the Workforce Innovation and Opportunity Act

I will provide an update to the Board on Workforce Development activities and the Workforce Innovation and Opportunity Act (WIOA), as well as the importance of Childcare Services in the Workforce System.



**North Central Texas Council of Governments**

**2015-16 NCTCOG Executive Board Calendar**

<b>November 19, 2015</b>	Executive Board Meeting – NCTCOG Offices
<b>December 17, 2015</b>	Executive Board Meeting – NCTCOG Offices
<b>January 28, 2016</b>	Executive Board Meeting – NCTCOG Offices
<b>February 25, 2016</b>	Executive Board Meeting – NCTCOG Offices
<b>March 24, 2016</b>	Executive Board Meeting – NCTCOG Offices
<b>April 28, 2016</b>	Executive Board Meeting – NCTCOG Offices
<b>May 26, 2016</b>	Executive Board Meeting – NCTCOG Offices
<b>JUNE 2016</b>	GENERAL ASSEMBLY

## EXECUTIVE BOARD ATTENDANCE

June 2015 - May 2016

EXECUTIVE BOARD ATTENDANCE													
Name	June	July	August	September	October	November	December	January	February	March	April	May	TOTAL
John Horn President	P	P	P	P									4
Lissa Smith Vice-President	P	P	P	P									4
Tom Lombard Secretary/Treasurer	P	P	P	P									4
Kathryn Wilemon Past President	P	P	A	P									3
Bruce Archer	P	P	P	P									4
J. D. Clark	P	P	A	A									2
Michael Glaspie	P	P	P	P									4
Kelly Gray	P	P	A	P									3
Clay Jenkins	P	A	P	P									3
Lee Kleinman	P	P	P	P									4
Dan McClendon	P	A	P	P									3
Bobbie Mitchell	A	P	A	P									2
Keith Self	A	A	A	P									1
Kevin Strength	P	P	P	P									4
Chris Watts	P	P	P	P									4
Laura Wheat	A	A	P	P									2
Glen Whitley	P	P	A	A									2
Jeff Leach - Ex Officio, Non-Voting Member	P	A	A	P									2
<b>TOTAL PRESENT</b>	15	13	11	17									
<b>Attendance Code:</b>	P=Present    A=Absence    NM=No meeting												