

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

Minutes — **October 25, 2018**

Transportation Council Room

616 Six Flags Drive
Arlington, Texas

President Strength called the regular meeting of the North Central Texas Council of Governments Executive Board to order at 12:00 Noon on October 25, 2018 and followed with the recitation of the Pledges to the US and Texas Flags.

Members of the Board Present:

1. Kevin Strength
2. J. D. Clark
3. Ray Smith
4. Tom Lombard
5. Curtistene McCowan
6. Bobbie Mitchell
7. Tito Rodriguez
8. Nick Sanders

Members of the Board Absent:

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| <ol style="list-style-type: none"> 9. Keith Self 10. Richard Stopfer 11. David Sweet 12. Paul Voelker 13. Kathryn Wilemon 14. Clay Jenkins 15. Lee Kleinman | <ol style="list-style-type: none"> 16. Kelly Allen Gray 17. Ron Simmons 18. Glen Whitley |
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Members of the Staff Present:

Mike Eastland, Monte Mercer, Tim Barbee, Doni Green, Michael Morris, David Setzer, Edith Marvin, Christy Williams, Stephanie Cecil, Dan Kessler, Ken Kirkpatrick, Tamara Cook, Chris Klaus, Debra Kosarek, Heather Mazac, Carmen Morones, Vickie Alexander, Edgar Hernandez, Lisa Rascoe

EXECUTIVE SESSION:

At 12:01 pm, President Strength announced that the Board would convene in Executive Session, pursuant to the Open Meetings Act Section 551.074, to deliberate regarding personnel matters. President Strength closed the Executive Session at 1:19 pm.

RECONVENE REGULAR SESSION:

At 1:24, President Strength reconvened the Board and proceed to the discussion on Item 1.

ACTION:

Item 1 Performance Review of Executive Director and Consideration of Compensation

Tom Lombard moved to increase the salary of the Executive Director by 3%. The motion was seconded by Judge Clark and approved by unanimous vote of all members present.

Item 2 Approval of Minutes

President Strength announced that the next item on the agenda was approval of the Minutes from the September Board meeting.

Upon a Motion by Commissioner Mitchell (seconded by Councilmember Wilemon), and unanimous vote of all members present, the Board approved the minutes of the September Executive Board meeting.

The Board then considered Item 12. The action taken on that item is recorded under that item.

Item 3 Resolution to Accept and Approve the Quarterly Investment Report

Monte Mercer, Deputy Executive Director, asked the Board to accept and approve the Investment Report, which provides information on the investment activity for the quarter that ended September 30, 2018. The report shows the average rate of return, cumulative transactions and beginning and ending balances for the quarter. He also

provided a supplementary schedule of the State's investment activity for Regional Toll Revenue funds and the NTTA Hwy 161 funds.

Exhibit: 2018-10-03-AA

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

Item 4 Resolution to Review and Approve NCTCOG's Investment Policy

Monte Mercer, Deputy Executive Director, presented the Investment Policy for Board review and acceptance and advised the Board that there were no recommended changes.

Exhibit: 2018-10-04-AA

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

Item 5 Resolution Authorizing a Contract with SKC Communications Products LLC for Audio and Visual Equipment and Services Relating to Building Renovations

President Strength briefly left the meeting and in his absence, Judge Clark, Vice President, conducted the meeting. Monte Mercer, Deputy Executive Director, asked the Board to authorize a contract with SKC Communication Products LLC, in an amount not to exceed \$155,000, for audio/visual equipment and support services. He explained that the equipment will be installed in meeting and conference rooms during the renovation of Centerpoint III and will serve Workforce Development, Environment and Development and the Public Employee Benefits Cooperative (PEBC).

Exhibit: 2018-10-05-AA

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

President Strength returned to the meeting.

Item 6 Resolution Authorizing a Contract with McKesson Corporation for Medical Equipment and Supplies

Doni Green, Director of Aging, asked the Board to authorize an agreement with McKesson Corporation for medical equipment and supplies in an amount not to exceed \$100,000. She explained that the Area Agency on Aging purchases medical equipment and supplies on behalf of older persons who have low incomes and are at risk of premature nursing home placement.

Exhibit: 2018-10-06-AG

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

Item 7 Resolution Authorizing Agreement with Subrecipient of the Clean Fleets North Texas 2018 Call For Projects

Michael Morris, Director of Transportation, asked the Board to authorize an agreement between NCTCOG and the City of North Richland Hills (with a \$900,000 local match) for replacement of one fire truck, in an amount not to exceed \$300,000 in EPA funds, under the Clean Fleets North Texas 2018 Call for Projects. He explained that the Dallas-Fort Worth region is in nonattainment of the federal air quality standard for ozone and that the primary goal of the Clean Fleets program is to reduce emissions of ozone-forming nitrogen oxides from diesel-powered heavy-duty vehicles or equipment in the nonattainment area. This initiative is funded by the Environmental Protection Agency (EPA) National Clean Diesel Funding Assistance Program and the Texas Commission on Environmental Quality (TCEQ) Supplemental Environmental Project (SEP) Program.

Exhibit: 2018-10-07-TR

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

Item 8 Resolution Authorizing the Receipt of Fiscal Year 2018 Federal Transit Administration Formula Funds

Michael Morris, Director of Transportation, asked for authorization to submit grant applications to and receive funds from the Federal Transit Administration (FTA) for the Urbanized Area Formula Program, the Enhanced Mobility of Seniors and Individuals with Disabilities Program (Enhanced Mobility), and the Bus and Bus Facilities Program. He explained that FTA Fiscal Year (FY) 2018 apportionments for the region consist of \$97.3 million. \$7.7 million of the regional total is available for NCTCOG to utilize and execute necessary agreements with local public transit providers. Local funds from transit providers and Transportation Development Credits will be used as match for these federal funds. NCTCOG will enter into a grant agreement with FTA for:

- Approximately \$6.0 million in FY 2018 Urbanized Area Formula Program funds, of which NCTCOG will retain approximately \$2.3 million for administration, regional planning, and the purchase of vehicles on behalf of transit providers. The following transit providers will utilize the remainder of funds for service: City/County Transportation; Community Transit Services; Public Transit Services; Span, Inc.; and STAR Transit.
- Approximately \$898,000 in FY 2018 Enhanced Mobility Program funds, of which NCTCOG will retain approximately \$376,000 for administrative purposes, including the administration of approximately \$1.7 million to be awarded through future strategic partnerships yet to be identified. The following transit providers will utilize the remaining funds for service: Public Transit Services and STAR Transit. NCTCOG will seek Executive Board approval once projects for the \$1.7 million have been identified.
- Approximately \$613,000 in FY 2018 Bus and Bus Facilities Program funds to purchase vehicles on behalf of transit providers, of which NCTCOG is not seeking any administrative funding.

Exhibit: 2018-10-08-TR

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

Item 9 Resolution Approving Modifications to the FY2018 and FY2019 Unified Planning Work Program for Regional Transportation Planning

Dan Kessler, Assistant Director of Transportation, explained that the federal Fixing America's Surface Transportation (FAST) Act and State transportation planning regulations assign the Metropolitan Planning Organization (MPO) the responsibility for the planning process which addresses the priorities of the area. The completed plan – The FY2018 and FY2019 Unified Planning Work Program for Regional Transportation Planning, describes the metropolitan transportation and related air quality planning activities to be undertaken and the capital purchases to be made to support the planning process. The current plan was approved by the Regional Transportation Council and the Board in July 2017. New initiatives, updates to existing projects, and funding adjustments result in the need to amend the Work Program. The proposed modifications have been approved by the Regional Transportation Council.

Exhibit: 2018-10-09-TR

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

Item 10 Resolution Amending Contract Authorization for RideShark Corporation for a Hosted Website Solution for WWW.TRYPARKINGIT.COM

Michael Morris, Director of Transportation, asked the Board to amend the current RideShark Corporation contract authorization to extend the term of the current contract through July 31, 2019, and add \$260,000, for a total not to exceed amount of \$1,460,000. He explained that NCTCOG is initiating a vendor procurement process for the Try Parking It website. This contract extension will permit an adequate transition to a vendor and allow a transition for the next vendor to be operational prior to July 31, 2019.

Exhibit: 2018-10-10-TR

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

Item 11 Resolution Authorizing a Contract with JTS for Equipment, Materials, and Services Related to NCTCOG 9-1-1's Microwave Network

Christy Williams, Director of 9-1-1 Programs, asked the Board to authorize a contract with Johnston Technical Service, Inc. (dba JTS) for microwave equipment, materials, and services related to the 9-1-1 microwave network, in an amount not to exceed \$780,000.

Exhibit: 2018-10-11-911

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

Item 12 Resolution Authorizing a Contract with AT&T for 9-1-1 Uninterruptable Power Supply (UPS)

Because of a possible conflict of interest, Councilmember Lombard recused himself from this item and left the room. Christy Williams, Director of 9-1-1 Programs, requested authorization to contract with AT&T for a new Uninterruptable Power Supply (UPS) for Public Safety Answering Points (PSAPs), in an amount not to exceed \$2,000,000.

Exhibit: 2018-10-12-911

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

Item 13 Resolution Authorizing a Contract with GeoComm Inc. for the Regional GIS Data Hub Management Service Solution

Christy Williams, Director of 9-1-1 Programs, requested authorization for a contract with GeoComm Inc. for the Regional GIS Data Hub Management Service Solution, in an amount not to exceed \$250,000. She explained that GeoComm GIS Data Hub (GIS Data Hub) is a centralized, Next Generation 9-1-1 (NG9-1-1) web-based software application. NCTCOG 9-1-1 will act as the management authority and utilize the GIS Data Hub to perform Quality Control on mission-critical GIS data sourced from the 9-1-1 Addressing Authorities.

Exhibit: 2018-10-13-911

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

Councilmember Lombard returned to the meeting.

Item 14 Resolution Authorizing a Contract with GIS Inc. for GIS Support Block Services

Christy Williams, Director of 9-1-1 Programs, requested authorization to contract with GIS Inc. for pay-as-you-go support block services, in an amount not to exceed \$150,000. She explained that these services will provide a means to access GIS support on-demand to the NCTCOG 9-1-1's Geographic Information Specialist (GIS) group.

Exhibit: 2018-10-14-911

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

Item 15 Resolution Supporting Approval and Construction of Lake Ralph Hall

Edith Marvin, Director of Environment and Development, asked the Board to approve a Resolution supporting the finalization of an Environmental Impact Statement (EIS) and issuance of a Section 404 Clean Water Act permit, allowing for construction and operation of the Lake Ralph Hall Regional Water Supply Reservoir Project in Fannin County, TX. The resolution will be transmitted to the US Army Corps of Engineers as written regional comments

regarding the Proposed Action and Draft EIS. This effort is being led by the Upper Trinity Regional Water District through the US Army Corps of Engineers.

Exhibit: 2018-10-15-ED

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

Judge Self left the meeting.

Item 16 Resolution Endorsing a Lease Extension for the McKinney Workforce Center

David Setzer, Director of Workforce Development, reminded the Board that in September the Board approved a six month extension of the lease at the current McKinney workforce center in order to locate and/or plan sufficient accommodations to integrate 13 Vocational Rehabilitation (VR) staff within the center. In the meantime, the landlord for the McKinney workforce center raised the price per square foot from \$20.50 to \$23.92. As a result, the NCTCOG Executive Director signed a lease extension for a period of nine months at the revised rent amount of \$23.92 per square foot. He asked the Board to endorse the lease extension.

Exhibit: 2018-10-16-WF

Judge Jenkins and Councilmember Wilemon left the meeting.

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

Item 17 Resolution Authorizing a Lease for a New McKinney Workforce Center Location

David Setzer, Director of Workforce Development, asked the Board to authorize a lease for a new McKinney Workforce Center with DFA, LTD for an 84 month term at a price of \$21 per square foot (excluding janitorial). He explained that it is currently projected that thirteen Texas Workforce Commission Vocational Rehabilitation (VR) staff will integrate within the McKinney workforce center when their lease expires or when suitable workforce center accommodations are available. It has been determined that the space available at the current workforce center in McKinney is not sufficient for this need. A property search within the McKinney area located undeveloped property at 301 W. Eldorado Parkway. The property is owned by DFA, LTD, who has agreed to build a workforce center according to NCTCOG specifications for a lease term of seven years beginning the later of November 1, 2019 or at such time that the facility is ready of occupancy.

Exhibit: 2018-10-17-WF

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

STATUS REPORTS:

Item 18 Status Report on Creation of 9-1-1 Emergency Communications District

Christy Williams, Director of 9-1-1 Programs, briefed the Board on the current progress of creating a 9-1-1 Emergency Communications District. She reminded the Board that SB 1108, passed by the 84th Session of the Texas Legislature, allowed councils of governments to form 9-1-1 districts. She explained that the primary impetus for this action was to introduce local control and to assure that all fees paid by citizens and businesses in the region are fully utilized to their benefit. A \$.50 fee is generated by each cell, individual and business phone bill and is currently collected by the State Comptroller's office and then the State Legislature determines the amount of funds that are returned to each region. These fees have not been fully returned to the regions from which they were collected. With a 9-1-1 district, all fees collected from citizens and businesses will be remitted directly to the district, to be used solely for the provision of 9-1-1 services.

James Powell, Assistant Council, stated that following extensive research and discussions with subject matter experts, it was determined that forming a Regional Emergency Communications District would provide significant benefits to this region. As part of SB 1108, NCTCOG was given permissive authority to form a Regional

Emergency Communications District for cities within Collin, Erath, Ellis, Hood, Hunt, Johnson, Kaufman, Navarro, Palo Pinto, Parker, Rockwall, Somervell and Wise counties that are not covered by another emergency communications district, as well as the cities of Balch Springs, Cockrell Hill, Sachse, Seagoville and Wilmer in Dallas County.

NCTCOG staff met with affected cities and counties and gathered resolutions supporting creation of a district as required by Chapter 772, Subsection H, of the Texas Health and Safety Code. The District will be formed upon the passage of a final resolution by the City of Rockwall. This action is scheduled for December 3, 2018. The initial Board Meeting is scheduled for December 5, 2018. Districts are to be governed by local elected officials from member counties and cities.

Commissioner Mitchell left the meeting.

Item 19 Status Report on Regional 9-1-1 Outage

Christy Williams, Director of 9-1-1 Programs, briefed the Board on the September 12, 2018, intermittent 9-1-1 network outages experienced by Public Safety Answering Points (PSAPs) in the North Central Texas Council of Government's 9-1-1 Program. She explained that the service-level impairment was the result of a higher-level outage from one of the program's network service providers. The provider's network issue was not limited to the NCTCOG 9-1-1 region and affected several other customers. She provided the Board a detailed timeline of the outage and the actions taken to remedy the situation, as well as a summary of staff actions.

Staff Actions:

- The 9-1-1 Operations Team called each of the Program's PSAPs to discuss status and next steps.
- The Communications Team, led by the Communications Coordinator, opened a conference bridge and held periodic updates with the media.
 - A press conference was held that afternoon.
 - A coverage map was available on the 911 website which showed the NCTCOG 9-1-1 coverage area. This map was shared by several media outlets.
 - In the future, for counties that NCTCOG 9-1-1 does not cover in its entirety, the cities included/excluded will be listed.
 - Updates were posted to the website and social media accounts every 30 minutes.
- Staff communicated status with the other 9-1-1 programs in our region.
- An update was provided the day following the outage.
- A meeting was held which allowed attendees to ask any questions regarding the outage.

MISCELLANEOUS:

Item 20 Old and New Business

There was no old or new business.

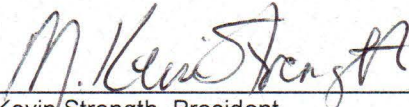
Item 21 Attendance and Calendar

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


There being no other business, President Strength adjourned the meeting.

Approved by:

Checked by:



Kevin Strength, President
North Central Texas Council of Governments
Mayor, City of Waxahachie



Mike Eastland, Executive Director
North Central Texas Council of Governments