

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

Minutes — **March 23, 2017**

Transportation Council Room

616 Six Flags Drive  
Arlington, Texas

President Smith called the regular meeting of the North Central Texas Council of Governments Executive Board to order at 12:46 on March 23, 2017.

**Members of the Board Present:**

Lissa Smith – President, Mayor Pro Tem, City of Plano  
Tom Lombard – Vice President, Councilmember, City of North Richland Hills  
Kevin Strength – Secretary/Treasurer, Mayor, City of Waxahachie  
John Horn – Past President, County Judge, Hunt County  
J.D. Clark, County Judge, Wise County  
Clay Jenkins, County Judge, Dallas County  
Lee Kleinman, Councilmember, City of Dallas  
Bobbie Mitchell, Commissioner, Denton County  
Keith Self, County Judge, Collin County  
Ray Smith, Mayor, City of Prosper  
B. Glen Whitley, County Judge, Tarrant County  
Kathryn Wilemon, Councilmember, City of Arlington  
Bruce Wood, County Judge, Kaufman County

**Members of the Board Absent:**

Bruce Archer, Deputy Mayor Pro Tem, City of Mesquite  
Kelly Allen Gray, Councilmember, City of Fort Worth  
Dan McClendon, Mayor Pro Tem, City of Burleson  
Ron Simmons, State Representative  
Chris Watts, Mayor, City of Denton

**Members of the Staff Present:**

Mike Eastland, Executive Director  
Monte Mercer, Deputy Executive Director  
Michael Morris, Director of Transportation  
David Setzer, Director of Workforce Development  
Edith Marvin, Director of Environment and Development  
Molly McFadden, Director of Emergency Preparedness  
Christy Williams, Director of 9-1-1  
Stephanie Cecil, Administrative Assistant, EDO  
Dan Kessler, Assistant Director of Transportation  
Ken Kirkpatrick, Transportation Counsel  
Sara Harris, Senior Program Manager, Administration  
Lori Clark, Principal Planner, Transportation  
Donna Coggeshall, Manager, Research and Information Services  
Heather Mazac, Compliance Legal Advisor, Administration  
E.J. Harbin, Purchasing Manager, Administration

**Visitors Present:**

Tom McCarty, Sales Manager, GovPayNet



## REGULAR SESSION

### ACTION:

#### **Item 1 Approval of Minutes**

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

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

#### **Item 2 Resolution Authorizing a Contract with SHI Government Solutions, Inc. to Provide Online Learning Content to the Region**

Monte Mercer, Deputy Executive Director, explained that the contract with SHI Government Solutions, Inc., is for online learning content and related services, in an amount not to exceed \$150,000. Due to the volume of requests from program participants and interested parties in the initiative to provide online learning content through North Texas SHARE and the Training and Development Institute (TDI), NCTCOG intends to conduct a competitive procurement to secure long-term providers to offer choices to program participants. However, online learning content products are available immediately utilizing a State of Texas Department of Information Resources (DIR) contract with SHI Government Solutions, Inc. This contract will be used on an interim basis until final content providers are selected. NCTCOG serves as the conduit for payment between SHI Government Solutions, Inc. and participating entities and all costs are reimbursed from the participating entities.

*Exhibit: 2017-03-02-AA*

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

#### **Item 3 Resolution Authorizing a Contract Amendment with Cornerstone OnDemand for HR Technology Services to Participating Governmental Entities**

Monte Mercer, Deputy Executive Director, explained that due to the success of the North Texas SHARE cooperative purchasing program and the entities that have signed on plus those seeking approval to engage in the program, the program may exceed the current annual authorization. This contract amendment would remove the annual \$350,000 expenditure limitation, previously authorized by the Board, and establish a total not to exceed contract amount of \$1,050,000. NCTCOG serves as the conduit for payment between Cornerstone OnDemand and participating entities. All costs for services incurred under this contract are reimbursed to NCTCOG from the participating entities.

*Exhibit: 2017-03-03-AA*

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

#### **Item 4 Resolutions Authorizing Grant Applications to the Department of Energy**

Michael Morris, Director of Transportation, asked the Board to authorize the submittal of the following two grant applications to the US Department of Energy through the FY 2017 Vehicle Technologies Deployment Funding Opportunity. The funding is available for projects that accelerate the deployment and adoption of sustainable transportation technologies, including market-ready vehicles and alternative fuels and will support initiatives currently listed in the DFW Eight-Hour Ozone State Implementation Plan.

Area of Interest 1 of the funding opportunity encourages community-based partnerships among State and local governments and the private sector. The proposed project expands the use of electric vehicles through campus-based car sharing initiatives. This application will be submitted on behalf of a team of DOE-designated Clean Cities Coalitions, including Dallas-Fort Worth Clean Cities (DFWCC), and colleges and universities located in each participating Clean Cities region. NCTCOG will serve as the prime recipient and will receive between \$3,000,000 - \$5,000,000. Matching funds in an amount equal to or greater than the requested funds are



expected to be met through the value of vehicles, equipment, other resources, and contributions from industry and other project partners. In addition, staff will seek a commitment of \$50,000 in local funds from the Regional Transportation Council to support project start-up costs.

Area of Interest 2 of the program focuses on "living laboratory" projects that promote energy efficient mobility systems. In its capacity as Dallas-Fort Worth Clean Cities, NCTCOG has been invited to participate in a grant application being submitted by the New York State Energy Research and Development Authority (NYSERDA) and would receive approximately \$100,000 to implement a project that will deploy electric vehicles through multifamily residential car sharing programs in three regions, including North Central Texas. NCTCOG is not required to provide any matching funds.

*Exhibit: 2017-03-04-TR*

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

**Item 5 Resolution Authorizing Agreement with the Dallas Area Rapid Transit for the Transit Related Improvement Program Funding Partnership**

Michael Morris, Director of Transportation, asked the Board to authorize a funding partnership with Dallas Area Rapid Transit (DART) for assistance with the Transit Related Improvement Program (TRIP). He explained that this proposal, through an innovative funding exchange (similar to those with Denton County and the City of Dallas that created a pool of Regional Transportation Council (RTC) local funds) will increase the RTC/local pool of funds. As the existing RTC/Local pool balance has been spent down, NCTCOG staff has been seeking opportunities and potential partnerships to re-populate the account. Through this partnership, which was approved by the RTC in March, DART and the RTC will contribute/exchange local and federal funding in 2 phases, as follows. The local funds will increase the RTC/local pool and the federal funds will be used in the DART TRIP program.

- Phase 1, 2018-2020 - Total of 17M: \$7M in federal funds from RTC for \$10M in local funds from DART
- Phase 2, 2021-2025 - Total of 19M: \$9M in federal funds from RTC for \$10M in local funds from DART

*Exhibit: 2017-03-05-TR*

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

**APPOINTMENTS:**

**Item 6 Appointment to the Emergency Preparedness Planning Council (EPPC)**

Molly McFadden, Director of Emergency Preparedness, recommended the appointment of Mike Korbuly, Councilmember from the Town of Prosper, to fill a vacancy on the Emergency Preparedness Planning Council.

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

**STATUS REPORTS:**

**Item 7 Status Report on North Texas SHARE Shared Services Program**

Monte Mercer, Deputy Executive Director, explained the concept model for the North Texas SHARE program, which works to provide regional solutions across all program areas and involves strategic partnerships to maximize the efficiencies of cooperative procurement efforts across industries. He provided an overview of all shared services available through the North Texas SHARE program, including:



- Electronic Warrant Payment (EWP)
- Cornerstone OnDemand
- Pavement Management
- Other Post Employment Benefits (OPEB)
- Early Childhood Curriculum
- Flood Warning Detection Software

**Item 8 Status Report on Countywide Watershed Management Roundtable**

Edith Marvin, Director of Environment and Development, explained that efforts are currently underway in various counties to update watershed management practices. Knowing that there would be a benefit for members to gain an understanding of the current variety of watershed management practices utilized throughout our region, NCTCOG conducted a survey and hosted a Countywide Watershed Management Roundtable on March 14, 2017. The purpose of this roundtable was to share knowledge of county watershed regulations currently practiced in the region and what is allowable for counties under current legislation. The roundtable also explored the possibility of consistent standards that would be regionally beneficial and the tools necessary to achieve consistency of those standards. NCTCOG has begun to capture the feedback from the Roundtable in a draft resolution that lists the desired standards as a menu of options to be chosen from and, if desired, adopted by counties. This draft resolution will be presented to the Board for consideration in April. If adopted, it will be distributed to counties and presented at a summit of judges and district attorneys to be held in early summer.

**Item 9 Status Report on Update to the North Central Texas Council of Governments Regional Demographic Forecast**

Michael Morris, Director of Transportation, told the Board that NCTCOG has the responsibility of creating long-range, small-area demographic forecasts for use in infrastructure planning in North Central Texas. He explained that work has begun on the development of forecasts extending to the year 2045, in part to support the upcoming preparation of Mobility 2045: The Metropolitan Transportation Plan for North Central Texas and the corresponding Air Quality Conformity Analysis. NCTCOG's Transportation Department provides the majority of the funding for this effort in support of the Mobility Plan. Development of the forecasts is a joint effort between the Transportation and Research and Information Services Departments.

*Exhibit: 2017-03-09-TR*

**Item 10 Status Report on the Upcoming Regional Response Summit**

Molly McFadden, Director of Emergency Preparedness, announced the Regional Response Summit to be held on July 19 & 20 at the Ruthe Jackson Center in Grand Prairie, TX, and asked the Board members to save the date. She explained that the recent *Big X Regional Response Exercise After Actions Report and Improvement Plan* (AAR/IP) identified the need to increase integrated response efforts and education. Additionally, the NCT THIRA identified the need for the integrated efforts of both public and private stakeholders; the core capability of Public and Private Services and Resources and the use of governmental, nongovernmental and private-sector resources in the initial response phase of an incident. The regional response summit will directly support these gaps from the AAR/IP and THIRA by providing a platform to inform and educate all specialized teams, emergency managers, and responders.

**Item 11 Announcement of the President's 2017-18 Executive Board Nominating Committee**

President Smith explained that new officers and Directors for NCTCOG's 2017-18 Executive Board will be elected at the Annual General Assembly Meeting on Friday, June 16, 2017. She told the Board that it has been customary for the current President to serve as Chairman of the Nominating Committee, along with several of NCTCOG's past presidents. She presented the 2017-18 Nominating Committee, which will qualify prospective nominees and prepare a slate to be submitted to the General Assembly.

**MISCELLANEOUS:**

**Item 12 Old and New Business**

There was no old or new Business.

**Item 13 Attendance & Calendar**

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

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

Approved by:



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Lissa Smith  
President, North Central Texas Council of Governments  
Mayor Pro Tem, City of Plano

Checked by:



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Mike Eastland, Executive Director  
North Central Texas Council of Governments