

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

Minutes — September 25, 2014

Transportation Council Room  
616 Six Flags Drive  
Arlington, Texas

**REGULAR SESSION**

President Wilemon called the regular meeting of the North Central Texas Council of Governments Executive Board to order at 11:35 a.m., and immediately convened into Executive Session, pursuant to Open Meetings Act Section 551.074, to deliberate regarding personnel matters for the Performance Review of the Executive Director and consideration of compensation.

**EXECUTIVE SESSION**

**Members of the Board Present:**

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

**Members of the Board Absent:**

Stephen Terrell – Past President, Mayor, City of Allen  
Vonciel Jones Hill, Councilmember, City of Dallas  
Clay Jenkins, County Judge, Dallas County  
Laura Maczka, Mayor, City of Richardson  
Toni Rose, State Representative  
B. Glen Whitley, County Judge, Tarrant County

**Members of the Staff Present:**

Mike Eastland, Executive Director  
Stephanie Cecil, Administrative Assistant, EDO

**Visitors Present:**

Jonathan Grummer, Citizen

**RECONVENE REGULAR SESSION**

President Wilemon ended the Executive Session at 12:22 p.m. and immediately reconvened the Regular Session of the Board for consideration of the item discussed during Executive Session.

Upon a Motion by Councilmember Scarth (seconded by Kevin Strength), and unanimous vote of all members present, the Board approved a 3% increase in the Executive Director's salary.

At 12:19 p.m., President Wilemon recessed the regular session until 12:45 p.m.

## **RECONVENE REGULAR SESSION**

President Wilemon reconvened the Regular Meeting of the North Central Texas Council of Governments Executive Board at 12:49 p.m.

### **Members of the Board Present:**

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

### **Members of the Board Absent:**

Vonciel Jones Hill, Councilmember, City of Dallas  
Toni Rose, State Representative

### **Members of the Staff Present:**

Mike Eastland, Executive Director  
Monte Mercer, Deputy Executive Director  
Tim Barbee, Chief Information Officer, Research and Information Services  
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  
Bob Best, Audio/Video Comp Support Tech, Transportation  
Dan Kessler, Assistant Director of Transportation  
Ken Kirkpatrick, Transportation Counsel  
Dana Buckholt, Operations Manager, Workforce  
Tamara Cook, Manager, Environment & Development Programs  
Jessie Huddleston, Planner, Transportation  
Debra Kosarek, Quality Assurance Manager, Workforce  
Richard Michael, Budget Manager, Administration  
Mindy Mize, Program Manager, Transportation  
Shannan Ramirez, Assistant Director of Finance, Administration  
Shannon Stevenson, Program Manager, Transportation  
Jack Tidwell, Manager, Environment & Development  
Roger Mann, GIS Supervisor  
Randy Richardson, Fiscal Analyst, Workforce

### **Visitors Present:**

Jonathan Grummer, Citizen  
Tony Herr, 9-1-1 Consultant

**REGULAR SESSION**

**ACTION:**

**Item 1. Approval of Minutes**

President Wilemon stated that the first item on the Agenda was the approval of the minutes of the August Board meeting.

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

**Item 2. Conduct a Public Hearing Regarding the Annual Fiscal Program for Fiscal Year 2014 – 2015 and Consider a Resolution to Accept and Approve the Annual Fiscal Program for Fiscal Year (FY) 2014 – 2015**

President Wilemon called upon Monte Mercer, Deputy Executive Director, to present Item 2, a Public Hearing regarding the Annual Fiscal Program for Fiscal Year 2014 – 2015 and to consider a Resolution to accept and approve the Annual Fiscal Program for Fiscal Year (FY) 2014 – 2015. He explained that the budget covers the period of October 1, 2014, through September 30, 2015 and he reminded the Board that an overview of the program was presented to the Personnel and Finance Committee and the Executive Board during the August 21, 2014 meeting.

Approximately 83% of NCTCOG programs are funded through state and federal grants and the rest are funded through local funding. Annual dues from the membership comprise less than 1% of the total budget and the per capita rate has not been changed. Fiscal controls are established by individual grants and contracts, not the plan outlined in the Annual Fiscal Program. Total expenditures are \$179,762,456: \$74,680,123 for operations and \$105,082,333 for pass-through and in-kind matching funds. The Budget has the potential to expand and contract to accommodate state and federal funding authorizations and program initiatives and can be modified by the Board throughout the year. The Executive Director will be authorized to approve and accept any funding revisions for ongoing programs as well as to approve and accept funding for new programs.

President Wilemon asked if there was anyone present to testify at public hearing regarding the budget. There being no one present, she closed the public hearing and asked for a motion to approve the budget.

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

*See Exhibit E14-09-2*

**Item 3. Resolution Authorizing Contract for Child Care Training**

David Setzer, Director of Workforce Development, explained that the department has budgeted \$161,974 for Child Care Training services (for both Child Development Associate training and Child Care Director's Credential training). Camp Fire USA, First Texas Council has successfully provided these services since 2010 and has submitted a successful bid for Child Care Training services through a competitive procurement process. The contract will be effective through September 30, 2015, with the option to renew for an additional three years with the consent of both parties - based upon available funding and demonstrated performance.

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

*See Exhibit E14-09-3*

**Item 4. Resolution Authorizing Fiscal Year (FY) 2015 Workforce Provider Contract Option**

David Setzer, Director of Workforce Development, explained that NCTCOG is the Administrative Entity and designated grant recipient/fiscal agent of the North Central Texas Workforce Development Board. In this capacity, NCTCOG procured and awarded a workforce services contract to Workforce Network Incorporated (WNI) on August 1, 2010. The contract was for one year and included four additional one year options to renew.

WNI has performed satisfactorily under the agreement and the Workforce Development Board desires to exercise the fourth and final one year option available for Fiscal Year 2015, beginning October 1, 2014. The total amount payable to WNI for these services is currently anticipated not to exceed \$54.5 million. Actual payment will be based on services performed and amounts received by NCTCOG from the Texas Workforce Commission (TWC).

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

See Exhibit E14-09-4

**Item 5. Resolution Authorizing Contracts for Caregiver Services**

Doni Green, Chief Aging Program Officer, explained that the Area Agency on Aging receives National Family Caregiver (NFC) funds through the Older Americans Act to provide support services to family caregivers of older persons. Approximately \$120,000 per annum of these funds are available in pass-through funding to community-based providers for caregiver information, education, training, and mental health activities. All caregiver contracts are performance-based, and contractors are paid for actual work performed.

10 competing proposals, requesting \$173,216 in funding, were received from eight agencies during a Request for Proposal process. A subcommittee of the Regional Aging Advisory Committee (RAAC) evaluated the proposals and recommended that all be funded for a period of two years with specific funding levels, as determined by the scores as a percentage of total points available. For example: an applicant with a 75% rating be awarded 75% of its funding request totaling \$121,318, as follows:

- \$ 14,887 - Alzheimer's Association—Greater Dallas Chapter
- \$ 8,190 - Alzheimer's Association—North Central Texas Chapter (Information Services)
- \$ 9,481 - Alzheimer's Association—North Central Texas Chapter (Education and Training)
- \$ 7,541 - Wellness Center of Collin County (Education and Training)
- \$ 21,003 - Wellness Center of Collin County (Mental Health)
- \$ 18,773 - Z-Quest
- \$ 12,392 - Kaufman County Senior Citizens Services, Inc.
- \$ 8,214 - Meals on Wheels Senior Services of Rockwall County
- \$ 18,382 - Meals on Wheels of Johnson and Ellis Counties
- \$ 2,455 - LifeRoads

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

See Exhibit E14-09-5

**Item 6. Resolution Authorizing Contracts for Instruction and Training Services**

Doni Green, Chief Aging Program Officer, explained that the Area Agency on Aging Program passes through funds received from the Department of Aging and Disability Services to community-based organizations that conduct educational programs for professionals and volunteers who provide direct services to older adults at risk of nursing home placement. Aging has approximately \$75,000 budgeted for these services under the category of Instruction and Training. The current contracts terminate on September 30, 2014. All caregiver contracts are performance-based, and contractors are paid for actual work performed.

Four proposals, requesting \$106,481 in funding, were received during a Request for Proposal process that began in June. A four member subcommittee of the Regional Aging Advisory Committee (RAAC) evaluated the proposals and recommended that all be funded for a period of two years at a lesser amount than was requested. The subcommittee recommended specific funding levels, as determined by the scores as a percentage of total points available. For example: an applicant with a 75% rating be awarded 75% of its funding request totaling \$70,947, as follows:

- \$ 31,174 - Wellness Center of Collin County
- \$ 26,307 - Good NEWS Living at Home/Block Nurse Program
- \$ 4,309 - Kaufman County Senior Citizens Services, Inc.
- \$ 9,157 - Mascari Corporation

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

*See Exhibit E14-09-6*

**Item 7. Resolution Authorizing Contracts for Independent Care Coordinators**

Doni Green, Chief Aging Program Officer, explained that the Area Agency on Aging (AAA) receives funding from the Department of Aging and Disability Services program to provide services (by both staff and contract workers) through its care coordination, caregiver support coordination, nursing home relocation, and options counseling services. Care coordinators assess clients in their home or nursing home and assist persons who are frail, have low incomes, are isolated, are at risk of premature institutionalization, or are institutionalized and wish to return to the community. Approximately \$620,000 had been budgeted for these contractual agreements.

17 respondents who meet the job qualifications have been selected for performance-based contractual agreements from the 21 proposals received and evaluated during a Request for Proposal process that began in June. Contracts will be in effect from October 1, 2014 through September 30, 2015. Independent contract care coordinators will be reimbursed on a unit rate basis, not exceeding \$73.00 per unit. A unit is defined as time spent by the caseworker in working on an eligible case not including travel time or training time. As part of quality assurance and cost control strategies, The AAA routinely analyzes care coordinators' cost per consumer and gives preference to care coordinators with lower costs who are in full compliance with programmatic requirements.

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

*See Exhibit E14-09-7*

**Item 8. Resolution Authorizing Executive Director to Execute a Shared Service Contract for Hosting and Support of Infor's Lawson Software (Tim Barbee)**

Tim Barbee, Director of Research & Information Services, explained that enterprise resource planning software developed by Lawson Software has been provided to the cities of Arlington, Carrollton, and Grand Prairie through a Shared Services Program since the fall of 2004. This software provides financial, procurement, human resources and payroll functionality to the cities.

Velocity Technology Solutions, a leading provider of Lawson related services and support, has hosted and supported one portion of the program used by Arlington and Carrollton, since the fall of 2006. The original contract with Velocity, along with all renewal options, expires in the fall of 2015.

To continue to procure these services, a Request for Proposal (RFP) process has been initiated, vendor finalists have been selected, and NCTCOG is working with Arlington and Carrollton to select a vendor and negotiate a new contract. These negotiations have resulted in the potential for significant savings for the participants when compared to the existing contract, indicating significant movement in the market and significant interest in the NCTCOG cooperative program. To address this dynamic during the term of the new contract, a provision was included in the RFP to have a respected information technology research firm conduct regular market surveys to ensure the existing contract is providing services at a competitive price. This portion of the contract will proactively ensure the competitiveness of the service offering.

The Executive Director would execute the negotiated contract for an amount not to exceed \$5.5 million for a 10-year term. The contract would have provisions to allow other entities to join the program. In the event that occurs, a change order will be presented to the Board recognizing the additional service provided to the newly added entity.

Judge Jenkins entered the meeting.

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

*See Exhibit E14-09-8*

**Item 9. Resolution Approving Agreements with the Mid Cities and Transit Agencies Related to Trinity Railway Express Service**

Michael Morris, Director of Transportation, told the Board that NCTCOG has partnered with the Cities of Arlington, Bedford, Colleyville, Euless, Grand Prairie, Grapevine, Haltom City, Hurst, and North Richland Hills in support of commuter rail service on the Trinity Railway Express (TRE) since 2002. The existing Fiscal Years 2011-2013 agreements with these cities as well as the corresponding agreements with FWTA and DART would be extended for Fiscal Years 2014-2016 for the contribution of approximately \$794,000 annually. At the request of the Fort Worth Transportation Authority (FWTA) and the Dallas Area Rapid Transit (DART), NCTCOG negotiates agreements with these cities for funds that contribute to the operation of the TRE. NCTCOG retains these funds to support the transportation and air quality programs of the Regional Transportation Council (RTC). The RTC, in return, programs a like amount of federal funds for the benefit of DART and FWTA. This is an ongoing partnership with FWTA, DART, and the nine mid-cities.

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

*See Exhibit E14-09-9*

**Item 10. Resolution Authorizing Receipt of Texas Commission on Environmental Quality Funds for the AirCheckTexas Program**

Laura Maczka entered the meeting.

Michael Morris, Director of Transportation, explained that this item authorizes receipt of Texas Commission on Environmental Quality (TCEQ) funds through participating counties (Collin, Dallas, Denton, Ellis, Johnson, Kaufman, Parker, Rockwall, and Tarrant) for continuation of the AirCheckTexas Program. NCTCOG initiated the implementation of the Low Income Vehicle Repair Assistance, Retrofit and Accelerated Vehicle Retirement Program (LIRAP), also known as the AirCheckTexas Drive a Clean Machine Program, in 2002. The Texas Legislature has made funding available statewide in the amount of \$12.5 million for Fiscal Year (FY) 2014 and FY2015. The Dallas-Fort Worth nonattainment area will receive approximately \$2.81 million of this statewide funding for continuation of the program for Fiscal Year 2015.

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

*See Exhibit E14-09-10*

**Item 11. Resolution Authorizing Submittal of Grant Applications to the Department of Energy**

Michael Morris, Director of Transportation, explained that the US Department of Energy (DOE) has announced the Vehicle Technologies Alternative Fuel Vehicle Deployment Initiatives Funding Opportunity for projects that implement innovative approaches to increasing the acceptance and deployment of alternative fuel and advanced technology vehicles (AFATVs). Increased use of AFATVs is helpful in efforts to attain the federal ozone standard and is critical to fulfilling NCTCOG's role as the designated Clean Cities Coalition for the Dallas-Fort Worth area.

The DOE has encouraged teaming arrangements amongst multiple potential applicants. Two separate grant proposals will be submitted under two different DOE-defined areas of interest (AOI) and a third proposal will be submitted as a subgrantee. Summaries of the three proposals are as follows:

DOE AOI 1: Alternative Fuel Vehicle Demonstration and Enhanced Driver Experience Projects

NCTCOG would be the lead applicant in partnership with designated Clean Cities Coalitions in the Houston, Austin, and Tulsa areas in a project that engages leasing companies, rental car facilities, collision centers, dealerships, hotels, and other relevant stakeholders in vehicle leasing/rental arrangements to ensure that AFATVs are available; cost-competitive and that customers have a seamless lease/rental experience. If awarded, NCTCOG will receive approximately \$1,000,000 (\$500,000 federal DOE funds and \$500,000 grant-required matching funds) to be shared amongst participating Clean Cities Coalitions. Each region will be responsible for providing matching funds proportional to the federal funds received. In the NCTCOG region, industry and other external partners will be responsible for grant-required matching funds. A portion of funds will be retained for staff time associated with administration of the grant.

DOE AOI 2: Alternative Fuel Training for First Responders, Public Safety Officials, and Critical Service Providers  
NCTCOG would apply as the lead applicant in partnership with designated Clean Cities Coalitions in Oklahoma, Louisiana, Arkansas, and the Austin area in a project that will address the full spectrum of training needs to support AFATVs, including code officials, mechanics and technicians, and first responders. If awarded, NCTCOG will receive approximately \$1,250,000 (\$1,000,000 federal DOE funds and \$250,000 grant-required matching funds) to be shared amongst participating Clean Cities Coalitions. Each region will be responsible for providing matching funds proportional to the federal funds received. In the NCTCOG region, industry and other external partners will be responsible for grant-required matching funds. A portion of funds will be retained for staff time associated with administration of the grant.

Third Proposal

NCTCOG would participate as a partner in a proposal to be submitted by the National Biodiesel Board and National Biodiesel Foundation to facilitate biodiesel training for critical service providers, dealership staff and technicians, fuel providers, and first responders. If awarded, NCTCOG will receive approximately \$20,000 and no matching funds are required.

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

*See Exhibit E14-09-11*

**Item 12. Resolution Authorizing Contract Amendments with Irving Holdings, Inc. and Texoma Area Paratransit System for Transit Services**

Michael Morris, Director of Transportation, explained that in 2013, the Regional Transportation Council (RTC) approved an interim plan to assist with the transition of transportation services in Collin County from Collin County Area Regional Transit (CCART) to Texoma Area Paratransit System (TAPS) and Dallas Area Rapid Transit (DART). This interim solution included a taxi voucher program operated by Irving Holdings, Inc., and a demand response bus service operated by TAPS until September 30, 2014, to fill anticipated gaps in service. The funding for both the taxi voucher program and the demand response bus service was provided through existing New Freedom funds and local match from Regional Toll Revenue (RTR) funds awarded by RTC for transit sustainability.

On September 11, 2014, the RTC approved an extension of CCART Replacement Services, using existing funds programmed for this effort, until November 30, 2014. The extension of services will be funded with available federal New Freedom funding and available RTR funding, which will fulfill the local match requirement. Staff is requesting authorization to amend the existing Irving Holdings, Inc., New Freedom contract and amend the existing TAPS New Freedom contract to move \$70,000 federal funds and \$70,000 RTR funds, awarded by RTC, from Irving Holdings, Inc., to TAPS and to extend the CCART Replacement Services end date to November 30, 2014. Thus, the Irving Holdings, Inc., contract will be amended from \$1,874,000 to \$1,734,000 and the TAPS contract will be amended from \$650,000 to \$790,000.

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

*See Exhibit E14-09-12*

**Item 13. Resolution Authorizing a Consultant Contract with DeChant Consulting Services for Photogrammetry Training and Equipment**

This item was postponed until the next meeting in order to provide a list to Board members of those cities that do and do not fund this service for freeways in their areas.

Upon a Motion by Councilmember Marshall (seconded by Judge Self), and unanimous vote of all members present, the Board postponed this item until the next meeting.

*See Exhibit E14-09-13*

- Item 14. **Resolution to Approve Travel to a Foreign Country for Christy Williams, Representing the National Emergency Number Association**

This item was withdrawn from the agenda.

### **APPOINTMENTS:**

- Item 15. **Appointments for Department of Environment and Development Advisory Committees**

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

#### **PUBLIC WORKS COUNCIL**

Chair: Joe Trammel, County Engineer, Tarrant County

Vice Chair: Walter Pishkur, Water Utilities Director, City of Arlington

##### **Public Sector Standing Members**

- City of Arlington - Walter Pishkur, Director of Water Utilities
- City of Carrollton - Danny Stevens, Streets, Drainage, and Traffic Operations
- City of Dallas - Tim Starr, Assistant Director, Public Works Department
- City of Denton - David Hunter, Watershed Protection Manager
- City of Fort Worth - Andy Cronberg, Director, Water Department
- City of Frisco - Perry Harts, Stormwater Administrator
- City of Garland - Michael Polocek, Director of Engineering
- City of Irving - Wayne Lee, City Engineer
- City of McKinney - Chris Browning, Executive Director, Water Utilities and Infrastructure
- Collin County - Tracy Homfeld, Assistant Director of Engineering
- Dallas County - Jack Hedge, Assistant Director, Program Engineering Management Division
- Denton County - Michael Tubiolo, Construction Manager

##### **Public Sector Subregional Representative**

- Denton/Lake Cities - Justin Brown, Public Works Director, City of Corinth
- DFW North - David Salmon, City Engineer, City of Lewisville
- East - John Wright, Public Works Director, City of Greenville
- Mid-Cities - Hal Cranor, Director of Public Works, City of Euless
- Northeast - Frank Jaromin, Director of Public Works, Town of Prosper
- Southwest - Thomas "David" Disheroon, Public Works Director, Johnson County
- Southwest Dallas - Mike Brownlee, Assistant Director of Public Works, City of Duncanville
- West - Manny Palacios, Director of Transportation and Public Works, City of Weatherford

##### **Private Sector**

- Texas Council of Engineering Laboratories - Lyndon Cox
- Senior Principal/Dallas Construction Services Department Manager, Terracon Consultants

#### **REGIONAL CODES COORDINATING COUNCIL**

Chair: David Kerr, Fire Marshal, City of Plano

Vice Chair: Paul Ward, Chief Building Official, City of Southlake

##### **Public Sector**

- City of Dallas - Ed Dryden, Assistant Building Official
- City of DeSoto - Jack Thompson, Building Official
- Town of Flower Mound - Danny Hartz, Building Official
- City of Frisco - Steve Covington, Chief Building Official
- City of Frisco - Gilbert Urvina, Chief Plumbing Inspector
- City of Grapevine - Scott Williams, Development Services Director/Building Official
- City of Irving - Gary Miller, Planning and Inspections Director
- City of Mesquite - Keith Smith, Building Official
- City of Plano - Selso Mata, Building Official
- City of Southlake - Paul Ward, Chief Building Official
- Ellis County - Judy Armstrong, Director of Development Services

#### Private Sector

- Associated General Contractors - Jack Baxley, Executive Vice President, TEXO
- Building Owners and Managers Association - Stan Folsom, Chief Executive Officer, Environmental and Energy Code Compliance Organization
- Developers - Joe Bass, Senior Vice President - Development, Hillwood

#### 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

- City of Dallas - Martin Riojas, Assistant Director, Department of Sanitation
- City of Garland - Lonnie Banks, Managing Director, Environmental Waste Services
- City of Grand Prairie - Patricia Redfearn, Solid Waste Manager
- City of Hurst - Jeff Jones, Assistant City Manager
- City of Kennedale - Bob Hart, City Manager
- Town of Little Elm - Kevin Mattingly, Director of Public Works
- City of Mansfield - Howard Redfearn, Environmental Manager
- City of Mesquite - Kathy Fonville, Water Conservation and Recycling Coordinator
- Denton County - James Terry, Senior Deputy Fire Marshal
- Ellis County - "Large County" deletion for FY2015
- Hunt County - David Alexander, Assistant Emergency Management Coordinator
- Tarrant County - Robert Berndt, Environmental Specialist

#### Other

- Educational - Michelle Hahn, Operations/Energy Manager, Plano ISD
- Educational - Dennis McCreary, Assistant Superintendent for Facilities, Planning, and Construction, Northwest ISD
- Environmental - Cecile Carson, Senior Director, Affiliate Development, Keep America Beautiful
- Environmental - Zac Trahan, Statewide Program Director, Texas Campaign for the Environment
- Private Sector - Lori Hinchcliff, Municipal Solutions Manager, Living Earth
- Private Sector - Reid Donaldson, Senior Area Municipal Services, Republic Waste
- Private Sector - Robert Medigovich, Waste Minimization/Recycling Consultant, Community Waste Disposal, Inc.
- Special District - Jeff Mayfield, Solid Waste System Officer, North Texas Municipal Water District

#### WATER RESOURCES COUNCIL

Chair: Ron McCuller, Director of Public Works, City of Grand Prairie

Vice Chair: Wayne Owen, Vice Chair, Planning Director, Tarrant Regional Water District

#### Public Sector

- City of Arlington - Walter "Buzz" Pishkur, Director of Water Utilities, City of Arlington
- City of Dallas System - Greg Porter, Deputy City Manager, City of Cedar Hill
- City of Dallas System - Todd Reck, Water Utilities Director, City of Irving
- City of Dallas System - Elizabeth Fernandez, Director, Trinity Watershed Management, City of Dallas
- City of Dallas System - Jody Puckett, Director, Water Utilities, City of Dallas
- City of Denton - Tim Fisher, Assistant Director of Water Utilities, City of Denton
- City of Fort Worth System - Mike Curtis, Managing Director, Development Services, City of North Richland Hills
- City of Fort Worth System - Richard Talley, Regulatory/Environmental Coordinator, City of Fort Worth
- NCTCOG Region-At-Large - Gabe Johnson, City Engineer, City of Celina
- NCTCOG Region-At-Large - Michael Nieswiadomy, Department of Economics, University of North Texas
- NCTCOG Region-At-Large - Terry Kelley, General Manager, Johnson County Special Utility District
- NCTCOG Region-At-Large - Robert Scott, Tarrant Coalition of Environmental Awareness
- NCTCOG Region-At-Large - Craig Schkade, Senior Development Manager, Hillwood Development
- North Texas Municipal Water District - Donald Magner, Jr., Assistant City Manager, Community Services, City of Richardson
- North Texas Municipal Water District - John Baker, Managing Director of Water and Wastewater Utilities, City of Garland
- Tarrant Regional Water District - Wayne Owen, Planning Director, Tarrant Regional Water District, WRC Vice Chair
- Trinity River Authority - Fiona Allen, Northern Regional Manager, Trinity River Authority

- o Trinity River Authority - Glenn Clingenpeel, Senior Manager, Planning and Environmental Management Division, Trinity River Authority
- o Upper Trinity Regional Water District - Kevin Mercer, General Manager, Denton County Fresh Water Supply District 6 & 7

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

See Exhibit E14-09-15

## **STATUS REPORTS:**

### **Item 16. Status of Contract for Re-design of the dfwjobs.com Website**

David Setzer, Director of Workforce Development, briefed the Board on a contract with TradeMark Media to redesign the dfwjobs.com website. The redesigned website will be mobile friendly and hosted by TradeMark Media, which is a DIR vendor based out of Austin, TX. The contract will begin this month and be completed by March 2015. The contracted budget will not exceed \$65,000.

### **Item 17. Status of Contract for Strategic Management Consultation via Malcolm Baldrige Criteria Framework**

David Setzer, Director of Workforce Development, briefed the Board on the status of a contract with Mr. Joe Muzikowski for Strategic Management Consultation to assist in continuous improvement efforts that will further improve operational performance. The contract will begin October 2014 and be completed by September 2015 (with the option for up to four potential renewals) and will not exceed \$96,000.

### **Item 18. 2015 Achievement of Excellence in Procurement Award Earned by Workforce Solution for North Central Texas**

David Setzer, Director of Workforce Development, told the Board that for the fourth consecutive year, Workforce Solutions for North Central Texas has been awarded the prestigious 19<sup>th</sup> Annual Achievement of Excellence in Procurement Award (AEP) for 2014 from the National Procurement Institute (NPI). He explained that the AEP Award is earned by public and non-profit organizations that obtain a high application score based on standardized criteria. The award encourages the development of excellence as well as continued organizational improvement. The judging criteria are: Innovation, Professionalism, E-Procurement, Productivity, and Leadership.

### **Item 19. Aging Fiscal Year (FY) 2015 Budget and Program Update**

Doni Green, Chief Aging Program Officer, gave the Board a broad overview of the Aging budget, services, eligibility, and challenges for Fiscal Year 2015.

#### **Budget**

Aging's primary funding source is Title III of the Older Americans Act (OAA), with funding allocated through the Texas Department of Aging and Disability Services. As a non-entitlement program, the OAA has been adversely affected by Federal Sequestration. As a result Aging experienced funding reductions during Fiscal Years 2013 and 2014. It anticipates receiving \$5,777,339 in OAA revenues during FY 15, representing a \$4,099 (.07%) increase from FY 14 actual funding.

In addition, Aging receives discretionary funding from DADS for three programs: the Aging and Disability Resource Center (ADRC), nursing home relocation, and Housing Bond. The ADRC is budgeted at \$274,280 for FY15, nursing home relocation is budgeted at \$923,948, and Housing Bond is budgeted at \$27,622.

Other funding sources including State General Revenue, counties, clients, and private foundations.

To prevent reduction in services, Aging is seeking funding from non-traditional sources. It has been participating in a national initiative to build capacity to contract with managed care organizations (MCOs) and has a contract pending with an MCO for provision of care transitions and medication reconciliation services. Both services are

intended to reduce potentially preventable emergency department visits, hospitalizations, and re-hospitalizations. Under their contracts with the state Medicaid agency, MCOs are subject to penalties for unnecessary utilization of acute care services.

### Programs

Aging staff provide both administrative (e.g., strategic planning and contract management) and direct service responsibilities, with a staff of 18 persons. Its programs include:

- Home-delivered meals
- Congregate meals
- Demand-response transportation
- Information, referral and assistance
- Benefits counseling: help understanding and accessing both public and private benefits such as Medicare, Medicare Savings Programs, pharmaceutical companies' patient assistance programs, and veterans' services
- Care coordination: temporary assistance with in-home services for persons at risk of nursing home placement
- Caregiver support coordination: temporary assistance with in-home services for caregivers at risk of burnout
- Caregiver respite
- Caregiver counseling
- Grandparent support services: temporary assistance with in-home services, legal consultation, and respite
- Long-term care ombudsman: advocacy for residents of skilled nursing facilities and licensed assisted living facilities
- Nursing home relocation
- Evidence-based programs: care transitions, fall prevention, medication reconciliation, chronic disease self-management, and other services that maintain or enhance level of functioning and prevent unnecessary hospitalizations
- Aging and Disability Resource Center: access to in-home services funded by Medicaid waivers and other public/private programs

### Eligibility

NCTCOG's Aging Program serves the 14 counties surrounding Dallas and Tarrant. Eligibility for OAA programs is age-based, in most cases, with services restricted to persons age 60 and over. Notable exceptions include the long-term care ombudsman and nursing home relocation programs, which serve facility residents of all ages; the benefits counseling program, which serves people of all ages who have been deemed disabled by Social Security; and the caregiver programs, which serve caregivers of all ages who are caring for older adults, as well as grandparents at least 55 years of age caring for grandchildren under the age of 18.

Although Aging has discretion to serve any person age 60 and over, it has scarce resources and gives service priority to certain at-risk populations identified within its enabling legislation. These populations including older adults with greatest economic need, social need, frailty, and risk of premature institutionalization.

The ADRC serves persons with disabilities of all ages, their caregivers, and persons who wish to plan for long term services and supports in advance of need.

### Challenges

- Budget: Aging will face growing pressure to manage its budget, in light of flat or declining federal funding that cannot keep pace with dramatic growth of eligible persons. Within the next 10 years the number of persons age 60 and over in its 14-county service area is projected to swell from approximately 420,000 to 670,000. Aging has had to become more restrictive in its screening criteria in order to avoid program freezes, and its providers have had to establish waiting lists for critical supports such as home-delivered meals.
- Need to expand lines of business and develop non-traditional funding streams: Aging must diversify its funding streams. It is marketing its preventive health and nursing home relocation programs to Medicaid managed care organizations that assume risk for beneficiaries' hospital stays and nursing home placements.
- Lack of flexibility to fund services most needed at regional level: The Older Americans Act is characterized by tremendous flexibility, with some notable exceptions. It earmarks nutrition funding for either congregate or home-delivered meals, and places limits on the percentage of funding (40%) that can be transferred between these services. At present approximately 2/3 of the funding is dedicated to congregate meals. However, the region's demand for home-delivered meals is approximately four times as great as the demand for congregate meals.

- Lack of reauthorization of the OAA. The OAA was scheduled for reauthorization in 2011 but has not been reauthorized yet. It is currently stalled in the Senate, and the House will not act until the Senate does. The sticking point is the current funding formula, which has established a floor for states' funding on the basis of Fiscal Year 2006 appropriation levels. The funding formula shelters low-growth states from funding cuts, at the expense of high-growth states.
- Increasing demand to gather personal data that are not relevant to service decisions: Aging programs are not means-tested, and older persons cannot be denied services on the basis of income. However, DADS and the Administration for Community Living require Area Agencies on Aging to gather highly sensitive data from participants of many programs (e.g., home-delivered meals, transportation, and benefits counseling) such as income, resources, doctor's name, and type of disability. While such data may be helpful in some cases, Aging is concerned about overreaching requirements.

**Item 20. Homeland Security Grant Program – Contract with Mission Critical Partners to write the Urban Area Threat and Hazard Identification and Risk Assessment (THIRA)**

Molly Thoerner, Director of Emergency Preparedness, briefed the Board on the status of the Threat and Hazard Identification and Risk Assessment (THIRA) plan. She explained that one requirement for Homeland Security Grant funds is the submission of an annual THIRA to FEMA. In the past the THIRA was written by the Emergency Preparedness department. Due to time constraints and the increasing demands and complexity of the document, the Urban Area Security Initiative (UASI) Principle Points of Contact (PPOC) have decided to hire a contractor this year and have selected Mission Critical Partners as the vendor for this task. Mission Critical Partners has provided a fixed firm quote of \$71,604.65 and have agreed to have the final product completed within the required deadlines.

**Item 21. Discussion on NCTCOG Providing 9-1-1 Managed Services to Other 9-1-1 Entities**

Monte Mercer, Deputy Executive Director, briefed the Board on providing 9-1-1 managed services to other 9-1-1 entities. He explained that the 9-1-1 Program is currently contracted to provide 9-1-1 services for two municipalities and has been asked to provide technical expertise and 9-1-1 services to the City of Rowlett and to the North Texas Regional Planning Commission (NRPC). The NCTCOG 9-1-1 Program will assist these entities (in conjunction with their selected vendor) in hosting and networking the new systems. NCTCOG and NRPC will be taking amendments to the Commission on State Emergency Communications (CSEC) in October to seek approval for new 9-1-1 service arrangements and are also working together to assist in providing an equal level of 9-1-1 services for all citizens in the state 9-1-1 Program.

**Item 22. Automation of Public Information Act Requests through Launch of Geographical Information Systems (GIS) Data Portal**

Monte Mercer, Deputy Executive Director, explained that NCTCOG 9-1-1 Program routinely receives requests for its Geographical Information Systems (GIS) data. As a public entity, NCTCOG is subject to the Texas Public Information Act and required to share such information. Due to the large geographic region involved, these GIS datasets contain a significant amount of data that must be sorted, exported and transferred to a requestor by staff, which is a time consuming process. Often, because of the statutory response requirements, this unnecessarily diverts staff resources from more critical, high priority assignments.

In an effort to expedite this process for requesters and improve efficiency, the NCTCOG 9-1-1 Program staff intends to leverage existing hardware and software capabilities to launch a GIS Data Portal. Anyone interested in the data will be able to obtain a login and access the GIS data at their convenience. Further, automatic updates will ensure the available data is current and significantly reduce the 9-1-1 staff time involved. This service should be available by the end of the month.

**MISCELLANEOUS:**

**Item 23. Old and New Business**

Mr. Eastland informed the Board that he had recently been contacted by the Texas Commission on Environmental Quality (TCEQ) relative to the fact that the Environmental Protection Agency (EPA) was in the final stages of entering into a Consent Decree with the Sierra Club of California. This Consent Decree resulted from a lawsuit filed against EPA for failing to timely bump up the Dallas/Fort Worth Ozone Non-attainment area from a classification of "Serious" non-attainment to that of "Severe," after the deadline passed for meeting EPA's 85 ppb

ozone standard. A concern was raised that if the Consent Decree did not recognize that the DFW area was in a special circumstance, there could be long lasting and unique requirements placed on it. This centered on the fact that EPA now has adopted a new standard of 75 ppb, but has yet to issue implementation rules to effectuate it. Thus, if the Consent Decree did not recognize this situation, the "Severe" classification under the old 85 ppb standard could remain as the controlling factor for this area even though this region is classified as "Serious" non-attainment under the 75 ppb standard.

There are other non-attainment areas in the United States which also failed to timely meet the 85 ppb standard, but since no entity sued the EPA for failing to re-designate them as "Severe," they would be eligible to shed the "Severe" designation once the implementation rules were issued.

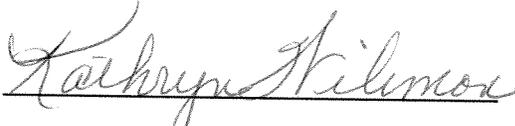
A request will be made to EPA's Washington D.C. office to consider the unique circumstances that Dallas/Fort Worth faces and to remedy the situation via a provision within the proposed Consent Decree.

**Item 24. Attendance and Calendar**

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

President Wilemon adjourned the meeting at 2:36 pm.

Approved by:



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

Checked by:



Mike Eastland, Executive Director  
North Central Texas Council of Governments