



Executive Committee Meeting
2180 North Main, Belton, Texas
Thursday, March 24, 2016
12:00 PM

AGENDA

CALL to ORDER The Honorable John Firth, President
Oath of Office..... The Honorable John Firth, President

CONSENT AGENDA

- Minutes: January 28, 2016 Pages 3 – 8
- Expenditure Report, February 2016..... Pages 10 – 11

ACTION ITEMS

Resolutions

- Resolution 03-16-ES1 – Authorizing Application to
2017 Homeland Security Planning Grant FundsPage 12
- Resolution 03-16-ES2 – Approving the Criminal Justice
Advisory Committee MembersPage 13

Proclamations

- Proclamation 03-16-PRS1 – Declaring April 2016 as
Fair Housing Month in the Central Texas RegionPage 14
- Proclamation 03-16-PRS2 – Declaring May 2016 as
Bike Month in the Central Texas Region.....Page 15

REPORTS

- Workforce Development Board..... Susan Kamas, Workforce Board Executive Director
- Workforce Centers..... Jerry Haisler, Workforce Center Director
- Planning and Regional Services..... Cheryl Maxwell, Director
 - Air Quality Advisory Committee By-Laws
- Area Agency on Aging of Central Texas H. Richard McGhee, Director
 - Overview of Senate Bill 200 Regarding the Health and Human Services
Commission Transfer of Services

- Update: Rosalyn Carter Institute for Caregiving's Operation Family Caregiver
- Executive Director's ReportJim Reed, AICP, Executive Director, CTCOG
 - Main Street America Program
 - Upcoming Presentations (April, May, and June)

ADJOURN



**Minutes: January 28, 2016
Executive Committee Meeting
2180 N. Main, Belton, Texas**

12:00 PM

The January 28, 2016 Central Texas Council of Governments Executive Committee Meeting was called to Order by The Honorable John Firth, President.

IN ATTENDANCE

Executive Committee Officers:

President	County Judge John Firth, Coryell County
1 st Vice President	Commissioner Dickie Clary, Hamilton County
2 nd Vice President	Mayor Marion Grayson, City of Belton
Secretary/Treasurer	Commissioner Bill Schumann, Bell County
Parliamentarian	County Judge Byron Theodosis, San Saba County
Immediate Past President	Commissioner Tim Brown, Bell County

Executive Committee Members:

Dave Barkemeyer	County Judge, Milam County
Skip Blancett	Mayor, Village of Salado
Wayne Boultinghouse	County Judge, Lampasas County
Jon Burrows	County Judge, Bell County
Scott Cospier	Mayor, City of Killeen
Danny Dunn	Mayor, City of Temple
John Dye	Safety/Police, Killeen ISD
Andrea Gardner	Citizen Representative
Mary Gauer	Citizen Representative
Jeff Muegge	Commissioner, Milam County
William Parry, III	City Manager, Gatesville
Frank Seffrood	Mayor, Copperas Cove

Executive Committee Alternate Members:

Wyllis Ament	Commissioner, Coryell County
Connie Anderle	Mayor, City of Cameron
Otis Evans	Citizen Representative, City of Killeen
John Fisher	Commissioner, Bell County
Lowell Ivey	Commission, Lampasas County
Dan Yancey	Councilmember, City of Copperas Cove

CTCOG Staff Members and Guests:

Jim Reed	Executive Director, CTCOG
R. Michael Irvine	Director of Administration, CTCOG
Deana Belk	Director of Housing Assistance Program, CTCOG
H. Richard McGhee	Director, Area Agency on Aging, CTCOG
Cheryl Maxwell	Director, Planning Services CTCOG
Jimmy Martin	Planning & Regional Services, CTCOG
Christina Demirs	Planning & Regional Services, CTCOG
John Weber	Planning & Regional Services, CTCOG
Jason Deckman	Planning & Regional Services, CTCOG
Mark Collier	Director, 9-1-1 Program, CTCOG
Jerry Muhamet	Homeland Security, CTCOG
Elizabeth Leatherwood	9-1-1 Addressing Manager, CTCOG
Dan Phillips	9-1-1 Addressor, CTCOG
Kerry Fillip	Administrative Assistant, CTCOG
Susan Kamas	Executive Director, Workforce Board
Jerry Haisler	Center Director, Workforce
Tama Shaw	Executive Director, Hill Country Community Action Assn
Katie Martin	Heart of Texas Goodwill
Jeff Williford	Deputy Regional Director, Office of Senator John Cornyn
Ralph Gauer	Senator Troy Fraser District 24 Office Coordinator
Jack Collier	Chief, Harker Heights Fire Department
JD Gardner	Chief, Killeen Fire Department

NOT IN ATTENDANCE

Executive Committee Members:

Gary Chumley	Mayor, City of Gatesville
Richard Cortese	Commissioner, Bell County
Kirkland Fulk	County Judge, Mills County
Lloyd Huggins	Commissioner, Hamilton County
Dale Jaecks	Past President, CTCOG
Robert Lindsey	City Manager, City of Goldthwaite
Rickey Lusty	Commissioner, San Saba County
Daren Moore	Commissioner, Coryell County
Steven Moore	Public Affairs, Ft. Hood
Randy Morris	Citizen Representative, City of Lampasas
Hal Schiffman	Mayor Pro-Tem, City of Harker Heights
W. Mark Tynes	County Judge, Hamilton County
Jack Wall	Commissioner, Coryell County
Ronnie White	Mayor, City of Little River
Jim Yeonopolus	Chancellor, Central Texas College

Four executive committee members were sworn in: Skip Blancett, Danny Dunn, Frank Seffrood, and Dan Yancey.

Invocation was delivered by Jim Reed with Andrea Gardner leading the pledges.

Jim Reed introduced one new employee, Dan Phillips, 9-1-1 Addressor, and announced Jerry Muhamet as the new Homeland Security/Criminal Justice Manager replacing Mike Collins.

Consent Agenda

A motion was made and seconded that the committee accept the Consent Agenda which consisted of the minutes from both the October 22, 2015 meeting and the December 11, 2015 meeting along with the December 2015 Expenditure Report.

All voted in favor and none were opposed.

Action Item

Proclamation 01-16-AAA1 Declaring March 3, 2016 as Fall Prevention Awareness Day in Central Texas

H. Richard McGhee, Director of the Area Agency on Aging of Central Texas, stated that, in addition to the facts presented in the proclamation, falls in the elderly can produce extensive costs. The AACT has several successful programs in place that specifically target fall prevention.

All voted in favor and none were opposed.

2016 Executive Committee Representative Vacancies

John Firth asked the member governments to review the list and to notify CTCOG if they desired to change their representatives. Jim Reed added, if a member government has a representative serving as an officer, then that member government is allowed one additional representative during that term of office. John Firth then asked the member governments that have vacancies on the council to nominate someone to fill those positions.

All voted in favor and none were opposed.

Reports

Executive Director, Workforce Board

Susan Kamas attended a conference that focused on veterans' homelessness. There are currently about \$100 million Department of Labor grants available. For the 11th year, Workforce has been voted the Best

Company to Work For and they are the ONLY publicly funded organization to have that distinction. The process to move DARS over to Workforce is proceeding. Workforce has 12 new National Association for the Education of Young Children (NAEYC) certified providers bringing the total to 41.

Center Director, Workforce

Jerry Haisler announced that Susan Kamas had been selected as a Girl Scout 2016 Woman of Distinction. This prestigious award is based on contributions to the community and a person's ability to serve as a role model.

Jerry then moved into his report by stating that Workforce continues with their special initiatives focusing on veterans. Sixteen employers will be working with the newest class of interns through the Hiring our Heroes program. Sprint in Temple has laid off 300 call-center employees. However, since the call-center market here is so robust, Jerry is confident that all of the Sprint employees will find a replacement position very quickly. Our unemployment rate is stable leading to increased competition for skilled labor. Progress continues to be made toward designing the Temple Business Center. One side will house the Temple, Chamber and EDC. The other side will house the Killeen I.S.D. Training Facility. Unlike other Workforce Centers, the Temple location will focus on space usage and flow to allow an enhanced level of service. Lastly, Jerry mentioned the 3-year research project regarding the non-custodial parent program has been a phenomenal success. Over \$650K in back child support has been paid and jail time has been avoided due to this program. He hopes to be able to continue the program and even possibly expand it.

Central Texas Veterans Success for Community Living Grant Proposal

John Firth stated that Senate Bill 55 from the last legislative session focused on veterans mental health issues. He then thanked Richard McGhee for a great job on a very short turn-around to complete a request for recently announced grant money. Richard announced the Operation for Veteran Success for Community Living with the Central Counties Services (CCS) being a prime partner in this effort. CCS will take the lead in running the tactical operations. This new program reflects the Warrior Reset Program that had been active on Fort Hood for six years. Warrior Reset provided treatment for PTSD and other intensive in-patient care. However, that program is now only available at Fort Bliss and Camp Lejeune. What is unique about our program is that it will be within the community and will specifically target post 9-11 veterans. The main goals of the program are:

1. Coordinate and reduce duplication of services,
2. Develop new services and support programs, and

3. Improve outcomes and decrease homelessness.

John Firth emphasized the importance of coordination. CCS will cover \$40K toward the cost. The remaining \$90K should be cash. He asked if Richard knew how many other groups have applied for the grant money. Richard did not know but he is confident that the quality of our application will be noticed. March 1, 2016 is the award announcement date.

The ensuing financial discussion included mention of Department of Defense dollars, possible assistance from Sandra Gordon locating other funding sources, and inquiring about abandoned federal funding from the Warrior Reset program now that it has been dissolved.

Jim Reed wrapped up the discussion by stating the best way to match the funding is with cash. He also reminded the committee that a hard guarantee cannot be provided until the process begins moving along. This new initiative is not replacing or taking over any other agencies. The other agencies are tactical in that they solve one issue for one vet on that day. This new initiative will strive to be strategic by seeking larger sources of funding. The roles are very different. There are very complex problems and no other agencies out there can deliver what CTCOG can.

2016 Meeting Schedule

The posted schedule shows the planned meetings for the coming year with the August and September meetings moving ahead one week due to conference conflicts. While changes are kept to a minimum, it may be necessary to cancel a meeting occasionally. In such cases, we will do our best to provide advance notice.

Executive Director's Report

➤ *State and National Membership Organizations*

Jim Reed announced that he and Byron Theodosis will be attend the TARC conference next week and then immediately afterward, they will be attending the NARC conference. Both organizations have undergone leadership change. Ginny Lewis is the new Executive Director at TARC and Leslie Wollack is the new Executive Director of NARC.

➤ *Update on CTCOG Project Listings*

Jim informed the committee that CTCOG works with 100+ grants at any one given time. The numbers provided in various reports are based on information available at the time the report was printed. However, there is some amount of adjustment that takes place during the process. One key factor is

personnel. In order to apply for certain grants, CTCOG must have a firm belief that there is adequate personnel to conduct the work if the application is successful. Sometimes, CTCOG must pass on an opportunity to bid because we know we do not have the personnel to be successful. That being said, we are always open to new ideas so if anyone ever hears of an opportunity, please pass that information along.

Announcements

Jim Reed thanked Jon Burrows for inviting him to attend the Texas Conference of Urban Counties (CUC) Luncheon. Matt Chase, Executive Director of the National Association of Counties (NACO), was the speaker. Jim looks forward to being involved with the CUC.

Committee Members Comments

None

Adjourn

The Honorable John Firth, President

Bill Schumann, Secretary/Treasurer

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Expenditure Report
Fiscal Year: 07/01/2015 – 06/30/2016

Descriptions	February 2016 Expenditures	Cumulative Expenditures	Annual Budget	Remaining Budget
Personnel	\$ 398,026	\$ 3,012,564	\$ 4,641,932	\$ 1,629,368
Employee Benefits	251,534	2,043,964	3,175,014	1,131,050
Contract services	297,578	3,269,347	5,394,765	2,125,418
Travel	20,003	127,513	207,642	80,129
Housing Assistance Payments	1,049,254	8,398,570	12,868,069	4,469,499
Other	1,017,729	7,773,431	12,090,186	4,316,755
In-kind	-	51,069	93,338	42,269
Indirect costs	105,964	816,192	1,217,457	401,265
Totals	<u>\$ 3,140,088</u>	<u>\$ 25,492,650</u>	<u>\$ 39,688,403</u>	<u>\$ 14,195,753</u>

Central Texas Council of Governments

Detail of Other Expenditures
Fiscal Year: 07/01/2015 – 06/30/2016

<u>Descriptions</u>	<u>February 2016 Expenditures</u>	<u>Cumulative Expenditures</u>
Participant Salaries	\$ 15,924	\$ 251,018
Participant Benefits	1,492	30,020
Consumable Supplies	23,812	148,594
Employee Development	17,491	64,590
Insurance and Bonding	408	8,936
Rent	61,465	504,085
Printing	11,541	43,783
Furniture/Equipment Rental	6,915	39,011
Maintenance and Repairs	2,759	16,764
Communications	12,225	96,173
Postage	4,557	39,929
Utilities	7,451	60,959
Public Relations	3,624	26,588
Tuition	101,213	909,336
Dues and Subscriptions	5,608	36,807
Quality	92,854	92,854
Other Expenditures	35,598	496,047
Gasoline	332	2,245
Janitorial	5,298	45,356
Automobile Repairs	-	194
Inventory Equipment	-	107,748
Inventory Furniture	-	3,609
Software & Software Updates	1,483	99,954
Workforce Client Support	605,679	4,648,831
Total Other	<u>\$ 1,017,729</u>	<u>\$ 7,773,431</u>



**RESOLUTION AUTHORIZING APPLICATION TO THE
2017 HOMELAND SECURITY PLANNING GRANT FUNDS**

Resolution #03-16-ES1

WHEREAS, the Central Texas Council of Governments (CTCOG), a Regional Planning Commission designated by the Office of the Governor, State of Texas, under the provisions of Article 1011mm, V.A.C.S., with jurisdictional lines encompassing the counties of Bell, Coryell, Hamilton, Lampasas, Milam, Mills and San Saba, is desirous of submitting regional grant applications for State Homeland Security Program (SHSP) FY2017 funds through the Texas Department of Public Safety (DPS); and

WHEREAS, the primary mission of the Homeland Security Planning Grant Fund for 2017 is to support local planning, training and exercises for each of the CTCOG seven counties to build interoperable communications, sustaining first-responder capabilities, and local planning funds to improve support for the prevention of terroristic attacks and threats (either natural or man-made threats); and

WHEREAS, the Executive Committee of the Central Texas Council of Governments has been notified of the Office of the Texas Governor's new requirement that Planning Grant Program applications be accompanied by an official resolution:

NOW, THEREFORE, BE IT RESOLVED by the Central Texas Council of Governments that the CTCOG Homeland Security Planning Grant Application #2969202, be submitted to the Office of the Texas Governor for review.

PASSED AND APPROVED this 24th day of March, 2016 by the Central Texas Council of Governments Executive Committee.

The Honorable John Firth, President

Bill Schumann, Secretary/Treasurer



**RESOLUTION TO APPROVE THE
CRIMINAL JUSTICE ADVISORY COMMITTEE (CJAC) MEMBERS**

Resolution #03-16-ES2

WHEREAS, the Central Texas Council of Governments (CTCOG), a Regional Planning Commission designated by the Office of the Governor, State of Texas, under the provisions of Article 1011mm, V.A.C.S., with jurisdictional lines encompassing the counties of Bell, Coryell, Hamilton, Lampasas, Milam, Mills and San Saba, is desirous of submitting regional grant applications through the Governor’s Criminal Justice Division (CJD); and

WHEREAS, the primary mission of the Criminal Justice Advisory Committee (CJAC) is to make technical recommendations concerning project merits and need; and

WHEREAS, the review process by CJAC is to ensure that applications submitted to the Governor’s Criminal Justice Division (CJD) are cost effective, comply with priorities and conform to all federal and state administrative and financial requirements (such as the Texas Administrative Code, Uniform Grant Management System, Office of Justice Programs and CJD’s Guide To Grants) in accordance with Texas Review and Comment System (TRACS) and Executive Order #12372; and

WHEREAS, CTCOG’s governing body, the Executive Committee’s role is to take final policy action on criminal justice priority recommendations; and

WHEREAS, the Central Texas Council of Governments Criminal Justice Advisory Committee (CJAC) members are: Stephanie Newell – Chair, Kitty Guerrero – Co-Chair, Priscilla Beauregard, Edward Best, John Briggs, Teddy Bruski, Randy Dixon, Clint Hammonds, Marsha Hardy, Trina Hudson, Russell Hudson, Susan Humphrey, Kathie Jo Jones, Rachel Kunath, Jennifer Lopez, Jennifer McCann, Don Norman, Dawn Owens, Randy Pittenger, Chris White, David Whitis, and Brian Wyers:

NOW, THEREFORE, BE IT RESOLVED that these individuals representing the CTCOG seven counties have all been approved by the Executive Committee to fulfill the role and responsibilities of the CTCOG Criminal Justice Advisory Committee (CJAC).

PASSED AND APPROVED this 24th day of March, 2016 by the Central Texas Council of Governments Executive Committee.

The Honorable John Firth, President

Bill Schumann, Secretary/Treasurer



**PROCLAMATION DECLARING APRIL 2016 AS FAIR HOUSING MONTH
IN THE CENTRAL TEXAS REGION**

Proclamation #03-16-PRS1

WHEREAS, the Governor of Texas has designated the Central Texas Council of Governments areas as State Planning Region #23, and

WHEREAS, the Central Texas Council of Governments is organized in accordance with Section 391 of the Local Government Code and encompasses the region of Bell, Coryell, Hamilton, Lampasas, Milam, Mills, and San Saba counties, and

WHEREAS, the Central Texas Council of Governments is a recipient of Texas Community Development Block Grant (TxCDBG) Program funds and is required to perform a well-publicized activity to further fair housing opportunity within the seven-county region before final reimbursement under the current contract's expiration on August 31, 2016, and

WHEREAS, the Fair Housing Act of 1968 prohibits discrimination in the sale, rental and financing of dwellings based on race, color, religion, sex or national origin, and

WHEREAS, each April, we come together as a community and a nation to celebrate the anniversary of the passing of the Fair Housing Act and recommit to that goal which inspired us to eliminate housing discrimination and create equal opportunity in every community;

NOW, THEREFORE, BE IT PROCLAIMED by the Central Texas Council of Governments that the Month of April 2016 be declared as Fair Housing Month in the Central Texas Region.

PASSED AND APPROVED this 24th day of March, 2016 by the Central Texas Council of Governments Executive Committee.

The Honorable John Firth, President

Bill Schumann, Secretary/Treasurer



**PROCLAMATION DECLARING MAY 2016 AS
BIKE MONTH IN THE CENTRAL TEXAS REGION**

Proclamation #03-16-PRS2

WHEREAS, the Governor of Texas has designated the Central Texas Council of Governments areas as State Planning Region #23, and

WHEREAS, the Central Texas Council of Governments is organized in accordance with Section 391 of the Local Government Code and encompasses the region of Bell, Coryell, Hamilton, Lampasas, Milam, Mills, and San Saba counties, and

WHEREAS, the Central Texas Council of Governments is a recipient of funds for the Rider 7 Air Quality Grant Program for Near-Nonattainment Areas and the work plan includes a public awareness program promoting activities to reduce vehicle emissions, and

WHEREAS, bike usage is a viable alternative mode of transportation, and

WHEREAS, National Bike Month was established in 1956 to showcase the many benefits of cycling and to encourage more people to undertake cycling, and

WHEREAS, the number of trips made by bicycle in the USA more than doubled from 1.7 billion in 2001 to 4 billion in 2009, and

WHEREAS, from 2000 to 2013, bicycle commuting rates in large Bicycle Friendly Communities increased 105% which is far above the national average of 62% and more than double the rate in non-Bicycle Friendly Communities (31%);

NOW, THEREFORE, BE IT PROCLAIMED by the Central Texas Council of Governments that the Month of May 2016 be declared as Bike Month in the Central Texas Region.

PASSED AND APPROVED this 24th day of March, 2016 by the Central Texas Council of Governments Executive Committee.

The Honorable John Firth, President

Bill Schumann, Secretary/Treasurer