

**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS
EXECUTIVE BOARD MEETING
Minutes — October 22, 2015**

Transportation Council Room
616 Six Flags Drive, Arlington, Texas

President Horn called the regular meeting of the North Central Texas Council of Governments Executive Board to order at 12:47 on October 22, 2015.

Members of the Board Present:

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

Members of the Board Absent:

Bruce Archer, Deputy Mayor Pro Tem, City of Mesquite
Kelly Allen Gray, Councilmember, City of Fort Worth
Jeff Leach, State Representative
Chris Watts, Mayor, City of Denton
Laura Wheat, Mayor, Town of Westlake

Members of the Staff Present:

Mike Eastland, Executive Director
Monte Mercer, Deputy Executive Director
Tim Barbee, Chief Information Officer, Research and Information Services
Doni Green, Director of Aging
Michael Morris, Director of Transportation
David Setzer, Director of Workforce Development
Edith Marvin, Director of Environment and Development
Molly Thoerner, Director of Emergency Preparedness
Christy Williams, Director of 9-1-1
Lucille Johnson, Assistant to the Executive Director
Stephanie Cecil, Administrative Assistant, EDO
Dan Kessler, Assistant Director of Transportation
Ken Kirkpatrick, Transportation Counsel
Karen Richard, Chief Human Resources Officer
Mark Brown, Program Manager, 9-1-1
Dana Buckholt, Operations Manager, Workforce
Tamara Cook, Manager, Environment & Development Programs
Jessie Huddleston, Planner, Transportation
Debra Kosarek, Quality Assurance Manager, Workforce
Kay O'Dell, Manager, Workforce Development
Molly Rendon, Assistant Director of Finance, Administration

Randy Richardson, Fiscal Analyst, Workforce
Carmen Morones, Human Resources Manager
Darla Hanson, Grants & Contracts Coordinator, Transportation
Sandra Barba, Planner, Environment and Development
Soria Adibi, Planner, Environment & Development

REGULAR SESSION

ACTION:

Item 1. Approval of Minutes

President Horn stated that the first item on the agenda was approval of the minutes from the September Board meeting. He amended the minutes to state that Judge Clark was not present at the September 17, 2015 meeting.

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

Item 2. Resolution to Review and Approve NCTCOG's Investment Policy

Monte Mercer, Deputy Executive Director, explained that the law requires an annual review of the Investment Policy, which was provided in the Agenda packet. He noted that there was one recommended change to the policy and that relates to the list of authorized brokers/dealers, which is updated each year based on the lists of broker/dealers used by the City of Arlington and the City of Carrollton.

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

See Exhibit E15-10-2

Item 3. Resolution to Accept and Approve the Quarterly Investment Report

Monte Mercer, Deputy Executive Director, presented the Investment Report for the quarter that ended September 30, 2015. The report shows the average rate of return, cumulative transactions, and beginning and ending balances for the quarter. He also provided a supplementary schedule regarding the State's investment activity for Regional Toll Revenue funds as well as the NTTA Hwy 161 funds.

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

See Exhibit E15-10-3

Item 4. Resolution Authorizing Contract with Tiger Valley, LLC, for Joint Special Weapons and Tactics (SWAT) Training

Molly McFadden, Director of Emergency Preparedness, asked the Board to authorize a contract with TIGER Valley, LLC, in an amount not to exceed \$235,000, for training Special Weapons and Tactics (SWAT) Teams. This training will enhance the region's capability to respond to acts of terrorism and criminal activity. Funding for this effort is included in the 2014 State Homeland Security Grant Program.

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

See Exhibit E15-10-4

Councilmember Kleinman arrived at the Board meeting.

Item 5. Resolution Authorizing FY2016 Purchases of Computer Hardware, Software and Information Technology Contract Services

Tim Barbee, Director of Research & Information Services, explained the FY2016 Information Technology Infrastructure and Services Purchase Plan, which identifies the anticipated computer hardware, software and related services purchase for the fiscal year, in an amount not to exceed \$3,142,500.00.

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

See Exhibit E15-10-5

Item 6. Resolution Authorizing Submittal of Grant Application to the State Farm Good Neighbor Citizenship Company Grant Program

Michael Morris, Director of Transportation, asked the Board to authorize submittal of a proposal for \$100,000 in grant funds through the 2016 Good Neighbor Citizenship Company Grant, funded by the State Farm Companies Foundation and the State Farm Insurance Company. If awarded, the funds will be used to promote bicycle and automobile safety efforts and to assist in the development and implementation of a Safety Social Marketing Campaign. The Campaign would be aimed at modifying negative driver behaviors in support of the Unified Planning Work Program (UPWP) Element 5.03 (bicycle and pedestrian planning activities) and UPWP Element 5.06 (congestion management operations).

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

See Exhibit E15-10-6

Item 7. Resolution Authorizing a Consultant Contract for the State Highway 199 Corridor Master Plan Study

Michael Morris, Director of Transportation, asked the Board to authorize a consultant contract with Freese and Nichols in an amount not to exceed \$695,000 to develop the master plan for State Highway (SH) 199. This project will use Surface Transportation Program - Metropolitan Mobility funds from the Texas Department of Transportation that were allocated to the development of this plan.

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

See Exhibit E15-10-7

Item 8. Resolution Authorizing Emergency Financial Assistance to Texoma Area Paratransit System

Michael Morris, Director of Transportation, outlined the public transit services provided and the area served by the Texoma Area Paratransit System (TAPS), a NCTCOG subrecipient of federal grant funds for small transit providers. He explained that multiple deficiencies and challenges to sustaining TAPS transit service have been identified by the Federal Transit Administration (FTA) and the TAPS staff and board. To address these issues, the Regional Transportation Council (RTC) approved the use of an amount not to exceed \$250,000 in RTC Local Funding to provide emergency financial assistance to assist TAPS staff in managing financial operations and ensuring that appropriate accounting mechanisms are put in place to meet federal and State requirements.

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

See Exhibit E15-10-8

Judge Jenkins left the Board meeting.

Item 9. Resolution Authorizing Provision of Care Transitions and HomeMeds Services to Cigna HealthSpring Members

Doni Green, Director of Aging, explained that NCTCOG's Area Agency on Aging (AAA) has experience providing Care Transitions and HomeMeds services (using Title III funds) to Medicaid members in the designated North Central Texas service delivery area. The AAA contract with the Texas Department of Aging and Disability Services (DADS) allows the provision of these services to Medicaid beneficiaries of managed care organizations (MCOs) on a fee-for-service basis. Cigna HealthSpring (an MCO) is interested in obtaining these services from NCTCOG. The United Way of Metropolitan Tarrant County is the designated AAA for the Tarrant County service delivery area and is an existing subcontractor to Cigna HealthSpring. This action will authorize NCTCOG AAA to provide these services to Cigna HealthSpring Medicaid members in the Tarrant County service delivery area, as a subcontractor to United Way, for fees that will cover the cost of delivering the services.

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

See Exhibit E15-10-09

Item 10. Resolution Approving the Regional Solid Waste Management Plan, Planning for Sustainable Materials Management in North Central Texas, 2015 – 2040

Edith Marvin, Director of Environment and Development, explained that the regional solid waste management plan serves as a roadmap for regional solid waste management initiatives and contains specific goals and objectives for achieving state, regional and local solid waste management goals. NCTCOG is responsible for maintaining and updating a solid waste management plan (for the 16-county region) that conforms to Texas Health and Safety Code Section 363.064. The plan is developed under the advisement of the Resource Conservation Council, which approved the updated plan on October 8, 2015, and is now submitting it to the Board for approval. NCTCOG will then submit the Plan to the Texas Commission on Environmental Quality (TCEQ) for approval. This action also included authorization to administratively amend the Plan on an annual basis.

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

See Exhibit E15-10-10

Judge Jenkins returned to the Board meeting.

Item 11. Resolution Approving the Fiscal Year 2016 and 2017 NCTCOG Regional Solid Waste Funding Plan

Edith Marvin, Director of Environment and Development, explained that solid waste tipping fees are appropriated by the Legislature and allocated to Councils of Governments to conduct regional and local solid waste management activities. A formula combining population, area, percentage of the solid waste tipping fee paid, and public health factors was used by the State to allocate approximately \$2.1 million to NCTCOG for the FY2016 and FY 2017 biennium. The NCTCOG Regional Solid Waste Funding Plan provides a roadmap for spending the funds and was developed with input and approval from the Resource Conservation Council, NCTCOG's solid waste advisory committee.

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

See Exhibit E15-10-11

Item 12. Resolution Authorizing Contract with BrandEra, Inc. for Communication and Outreach Services

David Setzer, Director of Workforce Development, explained that the North Central Texas Workforce Development Board will contract with BrandEra, Inc. for communication and outreach services to build awareness among key customers and stakeholder audiences for the services of Workforce Solutions for North Central Texas. The services will be provided effective November 1, 2015 through October 31, 2016, in an amount not to

exceed \$100,000 dollars, with four optional one year renewals in the same amount.

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

See Exhibit E15-10-12

STATUS REPORTS:

Item 13. Status Report on Childcare Services and the Workforce Innovation and Opportunity Act

David Setzer, Director of Workforce Development, briefed the Board on the activities and purpose of the Workforce Development Program as well as the Federal Workforce Innovation and Opportunity Act (WIOA) and the importance of Childcare Services in the Workforce System. He explained that there are 28 Workforce Development areas in Texas. All federal and other funding for Workforce services (including childcare) are directed to the Texas Workforce Commission (TWC) and then allocated to designated areas. In FY2016, approximately \$916 million was allocated in block grants to the 28 Workforce Development Boards. NCTCOG serves as the grant recipient, administrative entity and fiscal agent for the Board of Directors of Workforce Solutions for North Central Texas (Workforce). As such, NCTCOG is responsible for program implementation and a workforce development budget of \$59.3 million – in a service area that includes the counties of Collin, Denton, Ellis, Erath, Hood, Hunt, Johnson, Kaufman, Navarro, Palo Pinto, Parker, Rockwall, Somervell, and Wise; over 2.3 million residents; 47,000 businesses and over 1.2 million workers.

Many laws govern local workforce Boards, including: The Workforce Innovation and Opportunity Act of 2014; The Workforce Investment Act (Public Law 105-220); the Wagner-Peyser Act; the Federal Unemployment Tax Act (FUTA); the Code of Federal Regulations (Title 29-Labor & Title 20 Chapter V Employee's Benefits); the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (Public Law 107-288); Jobs for Veteran's Act of 2002 (Public Law 107-288); the Texas Administrative Code, Title 40 Part 20; and Texas Government Code Section 2308.

Under Texas Government Code Section 2308, a board may not directly provide workforce services. Each Board contracts for and monitors service delivery that includes: WIOA-funded services; TANF/Choices Employment Services; Supplemental Nutrition Assistance; Employment & Training; services to employers; and Child Care. Workforce also operates a mobile workforce unit that is available for emergency services and as requested for job hiring events.

In October 2015, ResCare Workforce Services, a private for-profit organization, was selected as the contractor for implementing workforce programs and providing workforce services, including management of one-stop center and child care operations. \$36.9 million of the total Workforce budget is used for child care services. These services are funded through the federal Child Care and Development Fund (CCDF) overseen by the U.S. Department of Health and Human Services' Office of Child Care. CCDF is authorized by the Child Care and Development Block Grant Act and Section 418 of the Social Security Act. The provision of child care addresses a common barrier to employment by enhancing a parent's ability to participate in workforce training activities and is provided to parents who are employed or are participating in workforce training or education leading to employment. Payments are made directly to the provider and parents are responsible for partial payment. Eligible families may choose from selected providers that meet local and state requirements. These providers include licensed child care centers; licensed or registered child care homes; and family members.

North Central Texas currently has 45 Texas Rising Star (TRS) providers. TRS program is a voluntary, quality-based child care rating system that provides certification to Licensed Child Care Centers and Licensed and Registered Child Care Home providers who meet the certification criteria. Other Childcare initiatives include the first Annual Early Childhood Conference (175 facility owners, directors, and teaching staff) and the provision of Quality Improvement Awards for indoor and outdoor materials, equipment and curriculum. The Quality Improvement grant in 2009 supported infant toddler expansion, and materials and equipment purchases. \$830,000 was awarded to 185 child care facilities.

From October 1, 2014 to September 30, 2015 the following services were provided by Workforce: 96,977 job seekers were served; 8,781 employers received workforce assistance; an average of 5,194 children were served per day; 2,745 individuals were served in mobile the workforce unit; 62,189 job seekers entered employment; \$1.9 Million in Skills Development Funds were distributed; and more than 1299 workers were trained.

Other important Workforce initiatives are:

- Veterans Strategic Initiative: The purpose of the project is to publish a White paper and to utilize the date to design a program to help small businesses hire veterans.
- Hiring Red, White and You Job Fair: 250 employers participated and over 1,700 job seekers
- High Growth Job Training Initiative – Designed to provide skilled welders and was awarded \$75,000 from the Texas Workforce Commission to support this needed initiative.
- Regional Workforce Leadership Council - A collaboration of North Central, Dallas and Tarrant County workforce boards, area chambers of commerce and local business leaders to address employment, training and certification needs, RWLC has received over \$12 million in grants for training and educational initiatives.
- Regional Economic Development Steering Committee (RED Committee) to develop, implement, and refine programs and services in partnership, collaboration, and/or via strategic alliances with a network of other workforce/economic development organizations.
- Leadership for Workforce and Education Development – a partnership to address economic, educational and workforce related issues by addressing college and work-readiness, access, local business needs, and education and workforce policy.
- Youth Career Expo: the P2S Pathways to Success Youth Career Expo engaged youth ages 17-24 in their career planning process by colleges, universities and employers outlining and demonstrating Career pathways.
- Industry Recognized Skills Certification Initiative - \$165,000 awarded to develop a dual credit program that will document the skills needed for entry-level machining employment in the local area.

Workforce has received the following special recognitions: Achievement of Excellence in Procurement; WSNCT Employer of the Year Top 5 Finalist; Gold Hermes Creative Award; WIA Adult/Dislocated Worker Training-Related Employment Award; Texas Workforce Commission Incentive Award; TEDC Workforce Excellence Award; Tech Titans Award.

MISCELLANEOUS:

Item 14. Old and New Business

There was no old or new Business. President Horn announced that Judge Clark had recently been married and everyone offered congratulations.

Item 15. Attendance and Calendar

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

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

Approved by:

Checked by:

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

Mike Eastland, Executive Director
North Central Texas Council of Governments