



North Central Texas Council of Governments

TO: NCTCOG Executive Board **DATE:** February 15, 2018
FROM: Mike Eastland
 Executive Director
SUBJECT: Executive Board Meeting

The next meeting of the **NCTCOG Executive Board** will be:

DATE: February 22, 2018

Please RSVP to the Executive Director's office as soon as possible by email or call (817) 695-9100.

COMMITTEE MEETING

TIME: 11:30 a.m. – Audit Committee Meeting (Kevin Strength, Chair; Clay Jenkins; Lee Kleinman; Keith Self; Paul Voelker; Glen Whitley)

REGULAR BOARD MEETING

TIME: 12:00 noon – Lunch
 12:45 p.m. – Executive Board Meeting

PLACE: NCTCOG Offices
 Centerpoint II Conference Center
 616 Six Flags Drive
 Arlington, TX 76011
 Transportation Council Room

President Lombard hopes each of you will plan to attend this important meeting. I look forward to seeing you there!

ME:sc



North Central Texas Council of Governments

MEETING DATE: February 22, 2018

FROM: Monte Mercer
Deputy Executive Director

SUBJECT: Audit Committee Memo

Attached to the Executive Board Item #2 are the Comprehensive Annual Financial Report (CAFR) and single audit reports for the fiscal year ended September 30, 2017. Mr. Brad Jay, Partner, Weaver and Tidwell, L.L.P., will be presenting to the Committee the final reports along with any audit findings and/or Management Letter Comments. At this time, staff is not aware of, nor expects, any findings or comments that will be presented. The Committee will have the opportunity to ask questions of Mr. Jay or staff during the presentation as well as will be given the opportunity to address the auditors independent of staffs' presence.

In addition, Agency Audits, Reviews and Monitoring is included which relates to reviews and audits conducted by third parties and/or internally.

I will be available to answer any questions at the Executive Board Meeting.

MM
Attachment

North Central Texas Council of Governments

616 Six Flags Drive, Arlington, TX, 76011

EXECUTIVE BOARD AGENDA

February 22, 2018

12:45 P.M.

Executive Board

- | | | |
|-------------------------|---------------------------|-------------------------|
| 1. ___ Tom Lombard | 7. ___ Clay Jenkins | 13. ___ Ron Simmons |
| 2. ___ Kevin Strength | 8. ___ Lee Kleinman | 14. ___ Ray Smith |
| 3. ___ J. D. Clark | 9. ___ Curtistene McCowan | 15. ___ Glen Whitley |
| 4. ___ Lissa Smith | 10. ___ Bobbie Mitchell | 16. ___ Kathryn Wilemon |
| 5. ___ Douglas Athas | 11. ___ Nick Sanders | 17. ___ Bruce Wood |
| 6. ___ Kelly Allen Gray | 12. ___ Keith Self | 18. ___ Paul Voelker |

Staff

___ Mike Eastland	___ Edith Marvin	___ Christy Williams
___ Monte Mercer	___ Michael Morris	___ Lucille Johnson
___ Tim Barbee	___ David Setzer	___ Stephanie Cecil
___ Doni Green	___ Molly McFadden	

11:30: AUDIT COMMITTEE MEETING

Review the Comprehensive Annual Financial Report for Fiscal Year 2017

REGULAR SESSION

Call to order time: _____

Pledge to the United States and Texas Flags

ACTION:

Motion/ Second	Item #	Name of Item
___/___	1	Approval of Minutes
___/___	2	Resolution to Accept and Approve the Comprehensive Annual Financial Report for Fiscal Year 2017 - Monte Mercer

- ___/___ 3 Resolution Authorizing Contract with Frost Bank for Depository Services - Monte Mercer
- ___/___ 4 Resolution Authorizing Contract with Structure Tone Southwest, LLC for General Contractor Services - Monte Mercer
- ___/___ 5 Resolution Authorizing Contract with First Southwest Asset Management, LLC for Investment Advisory Services - Monte Mercer
- ___/___ 6 Resolution Approving Internal Compliance Program - Monte Mercer
- ___/___ 7 Resolution Authorizing an Increase to the Contract with General Datatech L.P. for Microwave and Layer 2 Terrestrial Network and System Integration with SD-WAN - Christy Williams
- ___/___ 8 Resolution Authorizing Contract with Incident Response Technologies, for Incident Management and Resource Tracking Software - Molly McFadden
- ___/___ 9 Resolution Authorizing Contract with Night Vision Devices for PVS 14 Night Observation Devices with White Phosphor Image Intensifiers - Molly McFadden
- ___/___ 10 Resolution Authorizing Agreements for the CASA WX Program - Molly McFadden
- ___/___ 11 Resolution Authorizing Agreements for the 2017-2018 CMAQ/STBG Funding Initiative: Federal/Local Funding Exchanges Program - Michael Morris
- ___/___ 12 Resolution Authorizing Agreements for the Receipt of Funds for Planning and Implementation Programs from the Texas Department of Transportation - Michael Morris
- ___/___ 13 Resolution Approving Modifications to the FY2018 and FY2019 Unified Planning Work Program for Regional Transportation Planning - Michael Morris
- ___/___ 14 Resolution Authorizing an Agreement with Swaglt Productions, LLC, for Video Web Hosting Service and Equipment/Maintenance - Michael Morris

- ___/___ 15 Resolution Authorizing an Interlocal Agreement with the Texas A&M Transportation Institute to Conduct an Oversize/Overweight Heavy-Duty Vehicle Emissions Impact Study - Michael Morris

- ___/___ 16 Resolution Authorizing Agreements for the Blue-Green-Grey Application for New Ideas - Michael Morris

- ___/___ 17 Resolution Authorizing an Agreement with Schrickel, Rollins and Associates, Inc., for Preliminary Engineering Study of Midlothian Waxahachie Regional Trail - Michael Morris

- ___/___ 18 Resolution Adopting FY 2019 Criminal Justice Grants Policies and Procedures - Kelly Schmidt

- ___/___ 19 Resolution Authorizing A Contract With One Rain, Inc. For Flood Management Software For Participating Governmental Entities - Edith Marvin

APPOINTMENTS:

- ___/___ 20 Appointments to the Criminal Justice Policy Development Committee (CJPDC) - Kelly Schmidt

STATUS REPORTS:

- 21 Status Update Recognizing Local Government Designation in the SolSmart Program - Edith Marvin

MISCELLANEOUS:

- 22 Old and New Business
- 22 Attendance and Calendar

Adjournment: _____

A closed executive session may be held on any of the above agenda items when legally justified pursuant to Subchapter D of the Texas Open Meetings Act (Texas Government Code Chapter 551).

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

Minutes — January 25, 2018

Transportation Council Room

616 Six Flags Drive
Arlington, Texas

At 12:45 pm, since a quorum of members was not present, President Lombard announced that he would proceed to the Employee Service Awards.

NCTCOG Service Awards

The following members of NCTCOG Staff received service awards for 2018. Those present were presented with a certificate and congratulations from President Lombard and Executive Director Mike Eastland.

40 Years of Service

Vickie Alexander, Transportation

30 Years of Service

Molly Rendon, Agency Administration

Mitzi Ward, Transportation

25 Years of Service

Mike Eastland, Executive Agency Management

Lucille Johnson, Executive Agency Management

20 Years of Service

Kelley Fontenot, Workforce Development

Brett Ogletree, Research and Information Services

Angela Powell, Area Agency on Aging

Christopher Reed, Transportation

15 Years of Service

Berrien Barks, Transportation

Shelley Broyles, Research and Information Services

Donna Coggshall, Research and Information Services

Cecile Grady, Transportation

Debra Kosarek, Workforce Development

Brian Lister, Research and Information Services

Molly Mcfadden, Emergency Preparedness

Cristina Medina, Workforce Development

Monte Mercer, Agency Administration

Karen Richard, Agency Administration

Randy Richardson, Agency Administration

Amanda Wilson, Transportation

10 Years of Service

Emily Beckham, Transportation

Maggie Lira, Agency Administration

Jason Smith, 9-1-1

5 Years of Service

Ruchi Basnet, Research and Information Services

Kenneth Bunkley, Transportation

Tamara Busby, Area Agency on Aging

Anabel Castillo-Soto Workforce Development

Kenneth Clarida, Regional Police Academy

Mark Folden, Research and Information Services

Candice Forsyth, Emergency Preparedness

Michael Hajek, Research and Information Services

Donna Insiengmay, Emergency Preparedness

David McCallister, Agency Administration

Barbara McMiller, Agency Administration

Kenneth Sickler, Research and Information Services

John Starnes, Transportation

Christopher Story, Research and Information Services

Stephanie Willms, Area Agency on Aging

Immediately following presentation of the NCTCOG Service Awards, having a quorum present, President Lombard called the regular meeting of the North Central Texas Council of Governments Executive Board to order and proceeded with the Pledges to the United States and Texas flags.

Members of the Board Present:

1. Tom Lombard – President, Councilmember, City of North Richland Hills
2. Kevin Strength – Vice President, Mayor, City of Waxahachie
3. J.D. Clark – Secretary/Treasurer, County Judge, Wise County
4. Bobbie Mitchell, Commissioner, Denton County

5. Nick Sanders, Mayor, Town of Trophy Club
6. Keith Self, County Judge, Collin County
7. Ray Smith, Mayor, City of Prosper
8. B. Glen Whitley, County Judge, Tarrant County
9. Bruce Wood, County Judge, Kaufman County
10. Paul Voelker, Mayor, City of Richardson

Members of the Board Absent:

11. Lissa Smith – Past President, Previous Mayor Pro Tem, City of Plano
12. Douglas Athas, Mayor, City of Garland
13. Kelly Allen Gray, Councilmember, City of Fort Worth
14. Clay Jenkins, County Judge, Dallas County
15. Lee Kleinman, Councilmember, City of Dallas
16. Curtistene McCowan, Mayor, City of DeSoto
17. Ron Simmons, State Representative
18. Kathryn Wilemon, Councilmember, City of Arlington

Members of the Staff Present:

Mike Eastland, Executive Director
 Monte Mercer, Deputy Executive Director
 Doni Green, Director of Aging
 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
 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
 Emily Beckham, Senior Grants & Contracts Coordinator, Transportation
 Tamara Cook, Manager, Environment & Development
 Debra Kosarek, Quality Assurance Manager, Workforce
 Karen Richard, Chief Human Resources Officer
 Shannon Stevenson, Program Manager, Transportation
 Wesley Shimek, Planner, Transportation
 Bailey Muller, Planner, Transportation
 Brian Lister, Research and Information Services
 Candice Forsyth, Specialist, Emergency Preparedness

Visitors Present:

Erin Nichols, Hearing Loss Advocate, Assist2Hear
 Andrew Rivas, Hearing Loss Advocate, Assist2Hear

REGULAR SESSION

ACTION:

Item 1 Approval of Minutes

President Lombard stated that the first item on the agenda was approval of the minutes from the December 2017 Executive Board meeting.

Upon a Motion by Judge Whitley (seconded by Judge Self), and unanimous vote of all members present, the Board approved the minutes of the December 2017 Executive Board meeting.

Item 2 Resolution to Accept and Approve the Quarterly Investment Report

Monte Mercer, Deputy Executive Director, asked the Board to accept and approve the quarterly investment report, which shows the investment activity for the quarter that ended on December 31, 2017, including: the

average rate of return, cumulative transactions, and beginning and ending balances for the quarter. A supplementary schedule regarding the State's investment activity for the Regional Toll Revenue funds, as well as the NTTA Hwy 161 funds, was also provided.

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

Item 3 Resolution Authorizing an Agreement for Receipt of Additional Funds from the US Department of Energy

Dan Kessler, Assistant Director of Transportation, briefed the Board that NCTCOG has been designated by the US Department of Energy (DOE) as the host organization for the Dallas-Fort Worth Clean Cities Coalition (DFWCCC) since 1995. The current agreement expires on January 31, 2018 and NCTCOG has submitted a funding request package to DOE for approximately \$45,000 for continued support of the DFWCCC.

There was some discussion about the ongoing relevance of the Clean Cities program, and best use of this funding, in light of changes in U.S. energy security.

Motion was made by Commissioner Mitchell (seconded by Mayor Voelker) approving the resolution to accept the DOE funding. After seconding the motion, Mayor Voelker requested a letter be sent to the Secretary of the DOE requesting that the agency review the effectiveness of the Clean Cities program and its continued relevance. Mike Eastland indicated that staff would do so.

Exhibit: 2018-01-03-TR

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

Item 4 Resolution Authorizing Agreements for the Receipt of Funds for Planning and Implementation Programs from the Texas Department of Transportation

Dan Kessler, Assistant Director of Transportation, requested approval for agreements for the receipt of additional Surface Transportation Block Grant Program funds, Congestion Mitigation and Air Quality Improvement Program funds, Regional Toll Revenue funds, and associated State match funds in the amount of approximately \$6,100,000 (\$635,000 Congestion Mitigation and Air Quality Improvement Program and associated \$80,000 in State match, \$3,615,000 Surface Transportation Block Grant Program, \$1,770,000 Regional Toll Revenue, and 881,000 in Transportation Development Credits).

Judge Self requested a report on projects funded by RTR funds, to include earned interest on unexpended principal, so that he will be able to communicate this information to his constituents.

Exhibit: 2018-01-04-TR

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

Item 5 Resolution Authorizing Submittal of Letter of Interest to the Federal Highway Administration for Participation in the Resilience and Durability to Extreme Weather Pilot Program

Dan Kessler, Assistant Director of Transportation, asked for authorization to submit a letter of interest, for approximately \$250,000, for participation in the Resilience and Durability to Extreme Weather Pilot Program and to use approximately \$250,000 in local matching funds from local partners. This Federal Highway Administration (FHWA) funding is available for pilot projects that would assist agencies in adapting practices, plans, and assets to better withstand extreme weather events, with the objective of reducing future maintenance costs over the full life-cycle of transportation investments.

Exhibit: 2018-01-05-TR

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

Item 6 Resolution Authorizing Grant Application to the National Safety Council

Dan Kessler, Assistant Director of Transportation, requested authorization to submit a grant application and accept grant funds through the National Safety Council Road to Zero Safe System Innovation Grants, in an amount of approximately \$200,000. This initiative is focused on eliminating roadway deaths by 2050. In this project, Arity, a large data/predictive analytics company, will collect, analyze and utilize connected vehicle data procured in the IH 30 corridor. The data would be used for a safety audit of the corridor to determine how it can be optimized to support more highly automated vehicles. The data would identify high risk spots by time of day, weather conditions, presence of special events, etc. Data from the project may also be used to develop cellphone signatures that would identify distracted drivers. Using volunteers, driver behavior information from dashcams would be harvested and then matched against the driver's cellphone to indicate when a driver is distracted.

Exhibit: 2018-01-06-TR

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

Item 7 Resolution Authorizing an Agreement with the City of Dallas for Transfer of Assets and Funds Concerning the Dallas Streetcar

Dan Kessler, Assistant Director of Transportation, reviewed the details of the Interlocal Agreement (ILA) concerning the Dallas Streetcar project, as previously approved by the Executive Board. He requested approval to enter into a new ILA with the City of Dallas to transfer: 1) all federally funded Dallas Streetcar assets, and 2) all funds and interest received related to the agreement with Stratford Land, which was previously approved by the Board. NCTCOG has received \$1.2 million to date and expects to receive \$300,000 a year through 2023.

In the current ILA for the Dallas Streetcar project, NCTCOG serves as the federal grantee for \$26 million in federal grant funds that have been fully expended. NCTCOG seeks to close out the federal grant and to transfer the assets to the City of Dallas, as originally planned, subject to the concurrence of the Federal Transit Administration (FTA) and the Dallas City Council. The FTA has authorized transfer of ownership upon a number of expressed conditions, including that NCTCOG maintains responsibility for control of the asset under the federal grant to ensure that it is operated and maintained consistent with original grant purposes. The City of Dallas will provide sufficient information for NCTCOG to close out the federal grant and on a periodic basis for NCTCOG to comply with federal requirements.

Exhibit: 2018-01-07-TR

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

APPOINTMENTS:

Item 8 Appointments for the 9-1-1 Regional Advisory Committee

Christy Williams, Director of 9-1-1 Programs, recommended approval of reappointments to the 9-1-1 Regional Advisory Committee, including: County Judge John Horn for Hunt County, County Judge Bruce Wood for Kaufman County, and Mineral Wells Police Department Lieutenant Patrick Adams for Palo Pinto County. The term of these appointments is three years, expiring in 2021.

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

Item 9 Appointments to the Regional Aging Advisory Committee (RAAC) and Election of Officers

Doni Green, Director of Aging, asked for approval of Regional Aging Advisory Committee (RAAC) nominated officers and appointment of four first time nominees and three re-nominated members to fill seven of the 12 vacancies on the committee, as follows:

- President: Allen Sumners of Somervell County
- Vice-President: Berniece Reeves-Brown of Hunt County
- Secretary: Sue Whitehurst of Collin County
- Collin County: Sue Whitehurst (re-nominated)
- Denton County: Ronnie Smith (first-time)
- Ellis County: Maurice Osborn (re-nominated)
- Hood County: Patricia Reiner (first-time)
- Kaufman County: Emma Glenn (first-time)
- Palo Pinto County: Kenneth Johnson (first-time)
- Somervell: Allen Sumners (re-nominated)

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

Item 10 Appointments to the 2018 Emergency Preparedness Planning Council (EPPC)

Molly McFadden, Director of Emergency Preparedness, asked for approval of the following people to fill vacancies on the Emergency Preparedness Planning Council (EPPC):

- Councilmember Ivan Hughes, Addison
- Councilmember Mike Hennefer, Carrollton
- Mayor Pro Tem Stephen Mason, Cedar Hill
- Mayor Martin Woodruff, Decatur
- Councilmember Tim Nelson, Frisco
- Mayor Pro Tem Rick Grady, Plano
- Councilmember Joe Frizzell, Midlothian

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

Item 11 Appointment to the North Central Texas Economic Development District Board (NCTEDD)

Lucille Johnson, Assistant to the Executive Director, asked the Board to appoint Michael Rondelli, Associate Vice President of Innovation and Commercialization with the University of North Texas, to fill one of nine seats, in the category of Principal Economic Interest, that are designated by the North Central Texas Economic Development District Board (NCTEDD) Bylaws. The NCTEDD is charged with the maintenance and implementation of the Comprehensive Economic Development Strategy (CEDS) plan for North Central Texas and will serve as the connection between the region's communities and the Economic Development Administration (EDA) to facilitate EDA grant opportunities and update the CEDS in accordance with federal regulations.

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

STATUS REPORTS:

Item 12 Status Report on NCTCOG and Workforce Board Agreement

Mike Eastland, Executive Director, briefed the Board on the planned review of the current agreement between NCTCOG and the North Central Texas Workforce Development Board. He explained that NCTCOG serves as the Administrative Entity, Fiscal Agent/Grant Recipient and staffing agency to the Workforce Development Board. The Workforce Board requested the review because the current agreement has been in effect, without update, since 1996 - despite passage of the new federal Workforce Innovation and Opportunity Act (WIOA) and other changes in federal law.

MISCELLANEOUS:

Item 13 Old and New Business

There was no old or new Business.

Item 14 Attendance and Calendar

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

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

Approved by:

Checked by:

Tom Lombard
President, North Central Texas Council of Governments
Councilmember, City of North Richland Hills

Mike Eastland, Executive Director
North Central Texas Council of Governments



North Central Texas Council of Governments

Item 2

Exhibit: 2018-02-02-AA

MEETING DATE: February 22, 2018

FROM: Monte Mercer
Deputy Executive Director

SUBJECT: Resolution to Accept and Approve the Comprehensive Annual Financial Report for Fiscal Year 2017

The CAFR and related reports are located at: <http://www.nctcog.org/edo/board.asp>

The North Central Texas Council of Governments' (NCTCOG) Comprehensive Annual Financial Report (CAFR), single audit reports, and the accompanying independent auditor's report for fiscal year ended September 30, 2017, are presented for acceptance and approval to the Executive Board. Representatives from NCTCOG's independent auditing firm, Weaver & Tidwell, LLP, will be available to review the reports with Board members.

The Executive Board Audit Committee will meet with NCTCOG staff and audit firm representatives prior to the Executive Board meeting to review the reports.

I will be available to answer any questions at the Executive Board Meeting.

MM

**RESOLUTION TO ACCEPT AND APPROVE THE COMPREHENSIVE ANNUAL
FINANCIAL REPORT FOR FISCAL YEAR 2017**

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG's Comprehensive Annual Financial Report along with single audit reports for fiscal year ended September 30, 2017, are hereby submitted as audited by independent auditing firm Weaver & Tidwell, LLP; and,

WHEREAS, the Audit Committee of the Executive Board and the Executive Board have reviewed the documents.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The NCTCOG Executive Board hereby accepts and approves the Comprehensive Annual Financial Report along with single audit reports for fiscal year 2017.

Section 2. This resolution shall be in effect immediately upon its adoption.

Tom Lombard, President
North Central Texas Council of Governments
Councilmember, City of North Richland Hills

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on February 22, 2018.

J.D. Clark, Secretary-Treasurer
North Central Texas Council of Governments
County Judge, Wise County



North Central Texas Council of Governments

Item 3

Exhibit: 2018-02-03-AA

MEETING DATE: February 22, 2018

FROM: Monte Mercer
Deputy Executive Director

SUBJECT: Resolution Authorizing Contract with Frost Bank for Depository Services

The North Central Texas Council of Governments (NCTCOG), periodically contracts for a bank depository based upon competitive proposals received from eligible financial institutions.

NCTCOG recently conducted a competitive procurement and received one (1) proposal in response. Following evaluation, the review committee is recommending a contract be issued to Frost Bank, the respondent and NCTCOG's current depository. Staff is recommending a three (3) year term with two one-year renewal options with both parties' consent.

A draft resolution authorizing a depository contract with Frost Bank for a maximum five (5) year term is attached for Executive Board consideration. NCTCOG budget is not affected for these required services.

I will be available to answer any questions at the Executive Board Meeting.

Thank you.

MM: rrm

RESOLUTION AUTHORIZING CONTRACT WITH FROST BANK FOR DEPOSITORY SERVICES

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under the Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG periodically contracts for depository services based upon competitive proposals received from eligible financial institutions; and,

WHEREAS, NCTCOG recently engaged in competitive procurement and, following evaluation, Frost Bank is being recommended to provide depository services; and,

WHEREAS, NCTCOG has complied with federal and state regulations regarding contracting and procurement.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

- Section 1.** A contract between NCTCOG and Frost Bank for depository services, for a maximum five (5) year term, be and is hereby approved.
- Section 2.** The Executive Director or designee is authorized to execute contractual agreements necessary to carry out this program, in the name of the North Central Texas Council of Governments.
- Section 3.** This resolution shall be in effect immediately upon its adoption.

Tom Lombard, President
North Central Texas Council of Government
Councilmember, City of North Richland Hills

I hereby certify that the resolution was adopted by the Executive Board of the North Central Texas Council of Governments on February 22, 2018.

J.D. Clark, Secretary-Treasurer
North Central Texas Council of Governments
County Judge, Wise County



North Central Texas Council of Governments

Item 4

Exhibit: 2018-02-04-AA

MEETING DATE: February 22, 2018

FROM: Monte Mercer
Deputy Executive Director

SUBJECT: Resolution Authorizing Contract with Structure Tone Southwest, LLC for
General Contractor Services

In December 2016, the Executive Board authorized an agreement to extend the current building lease through 2033, which included a Tenant Improvement (TI) allowance of \$30 per square foot (approximately \$4.3 million) to be utilized for purchases related to interior remodeling, including: construction costs, furniture, fixtures, equipment, project management services through Avison Young, architectural fees and construction management. In May 2017, the Executive Board authorized a contract between NCTCOG and BOKA Powell for architectural services associated with the interior remodel of the NCTCOG leased office space.

As previously planned, the project has reached a point where securing a General Contractor is necessary to work with BOKA Powell and key stakeholders to begin the initial phases of the renovation. In order to obtain competitive pricing, NCTCOG recently conducted a procurement seeking a General Contractor for the entirety of this project. Four (4) proposals were received, which were evaluated by a committee comprised of NCTCOG staff, building management and ownership. The evaluation committee is recommending a contract be awarded to Structure Tone Southwest, LLC, to provide General Contractor services.

NCTCOG has estimated that approximately \$3.8 Million be allocated for construction management services in the support of the renovation project across NCTCOG facilities.

A draft resolution authorizing a contract with Structure Tone Southwest, LLC, for a maximum five (5) year term and in an amount not to exceed \$3.8 million dollars is attached for Executive Board consideration.

Staff from Avison Young, Sara Harris, the NCTCOG Project Manager, and I will be available at the meeting to address any questions that Board members may have regarding this project.

MM: sh

**RESOLUTION AUTHORIZING CONTRACT WITH STRUCTURE TONE SOUTHWEST, LLC FOR
GENERAL CONTRACTOR SERVICES**

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under the Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG is in need of general contractor services to renovate its office space based upon the building lease extension authorized in December 2016; and,

WHEREAS, NCTCOG intends to fund such services through the available Tenant Improvement (TI) allowance of \$30 per square foot (approximately \$4.3 million); and,

WHEREAS, NCTCOG recently engaged in competitive procurement for General Contractor Services and received four (4) proposals in response; and,

WHEREAS, a bid review subcommittee comprised of NCTCOG staff, building management and ownership evaluated the proposals and is recommending a contract be awarded to Structure Tone Southwest, LLC.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. A contract between NCTCOG and Structure Tone Southwest, LLC, for General Contractor Services, for a maximum five (5) year term and in an amount not to exceed \$3,800,000, be and is hereby approved..

Section 2. The Executive Director or designee is authorized to execute contractual agreements necessary to carry out this program, in the name of the North Central Texas Council of Governments.

Section 3. This resolution shall be in effect immediately upon its adoption.

Tom Lombard, President
North Central Texas Council of Government
Councilmember, City of North Richland Hills

I hereby certify that the resolution was adopted by the Executive Board of the North Central Texas Council of Governments on February 22, 2018.

J.D. Clark, Secretary-Treasurer
North Central Texas Council of Governments
County Judge, Wise County



North Central Texas Council of Governments

Item 5

Exhibit: 2018-02-05-AA

MEETING DATE: February 22, 2018

FROM: Monte Mercer
Deputy Executive Director

SUBJECT: Resolution Authorizing Contract with First Southwest Asset Management, LLC for Investment Advisory Services

The North Central Texas Council of Governments (NCTCOG) has solicited Statements of Qualification from investment advisors who are registered with the Securities and Exchange Commission or the Texas State Securities Board to provide an initial assessment of NCTCOG's present investment policies and practices and to possibly thereafter provide non-discretionary portfolio management services. A total of four (4) responses were received for this solicitation. Following review, two firms were interviewed and First Southwest Asset Management, LLC, is being recommended to provide these services. Staff is proposing an initial two year contract term with two (2) optional two (2) year renewals, contingent upon future Executive Board approval. A statement of work outlining objectives and deliverables for each term will be developed prior to exercising a renewal option. Each renewal option will require Board approval as required by Public Funds Investment Act.

Staff anticipates evaluating NCTCOG's current investment practices as well as additional investment options in the first six months of engagement. Any substantive changes contemplated to current investment strategies will be provided to the Board in conjunction with the quarterly Board updates. It is expected that the cost of services would be recaptured against higher returns over the life of the agreement. This agreement includes a one month opt-out clause in the event NCTCOG determines to no longer utilize the services.

A draft resolution authorizing a contract with First Southwest Asset Management, LLC, for investment advisory services in an amount not to exceed \$60,000 for the initial two (2) year term is attached for Executive Board consideration. I will provide a brief presentation on this item and be available to answer any questions prior to requesting Board approval.

MM: cj

**RESOLUTION AUTHORIZING CONTRACT WITH FIRST SOUTHWEST
ASSET MANAGEMENT, LLC FOR INVESTMENT ADVISORY SERVICES**

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under the Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG issued a Request for Statements of Qualification in August 2017 and, following review, is recommending First Southwest Asset Management, LLC, to provide investment advisory services; and,

WHEREAS, NCTCOG staff proposes an initial two year contract term in an amount not to exceed \$60,000, with two (2) optional two (2) year renewals subject to future NCTCOG Executive Board approval; and,

WHEREAS, NCTCOG has complied with federal and state regulations regarding contracting and procurement.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

- Section 1.** A contract between NCTCOG and First Southwest Asset Management, LLC, for investment advisory services, in an amount not to exceed \$60,000 for the initial two (2) year term, be and is hereby approved.
- Section 2.** Two (2) optional two (2) year contract renewals, in amounts not to exceed \$60,000 each, are available subject to future Executive Board approval.
- Section 3.** The Executive Director or designee is authorized to execute a contract with First Southwest Asset Management, LLC, in the name of the North Central Texas Council of Governments.
- Section 4.** This resolution shall be in effect immediately upon its adoption.

Tom Lombard, President
North Central Texas Council of Government
Councilmember, City of North Richland Hills

I hereby certify that the resolution was adopted by the Executive Board of the North Central Texas Council of Governments on February 22, 2018.

J.D. Clark, Secretary-Treasurer
North Central Texas Council of Governments
County Judge, Wise County



North Central Texas Council of Governments

Item 6

Exhibit: 2018-02-06-AA

MEETING DATE: February 22, 2018

FROM: Monte Mercer
Deputy Executive Director

SUBJECT: Resolution Approving Internal Compliance Program

The North Central Texas Council of Governments (NCTCOG) developed a formal Internal Compliance Program (ICP) in 2011 in response to a Texas Department of Transportation (TxDOT) grant requirement. The ICP is designed to detect and prevent violations of laws, regulations, and ethical standards applicable to NCTCOG and its officers and employees. Although originating from a TxDOT grant requirement, it applies to all NCTCOG programs. Staff has updated the ICP, based on a recent TxDOT review, and is seeking Executive Board approval. The updated ICP is included as Attachment 1 to the draft resolution.

The ICP documents compliance standards and procedures that NCTCOG employees and agents are expected to follow. As required by 43 Texas Administrative Code §10.51, the ICP must provide for the following:

- 1) high level personnel are responsible for oversight and compliance;
- 2) appropriate care is being taken to avoid the delegation of substantial discretionary authority to individuals whom the entity knows, or should know, have a propensity to engage in illegal activities;
- 3) communication of the program and periodic ethics training for employees;
- 4) communication of the program and periodic ethics training for governing body members;
- 5) communication of the program to the entity's agents;
- 6) reasonable steps to achieve compliance by using appropriate monitoring and auditing systems and providing for and publicizing a system for employees and agents to report suspected non-compliance;
- 7) consistent enforcement of compliance standards and procedures administered through appropriate disciplinary mechanisms;
- 8) reasonable steps are taken to respond appropriately to detected offenses and to prevent future similar offenses; and,
- 9) an employee code of conduct that addresses the following areas:
 - a. records retention;
 - b. fraud;
 - c. equal employment opportunity;

- d. sexual harassment and sexual misconduct;
- e. conflicts of interest;
- f. personal use of the entity's property; and
- g. gifts and honoraria.

Staff has updated the ICP to specify that 1) training will occur annually for employees and board members; 2) the method by which NCTCOG agents will be informed of the ICP; 3) reference to NCTCOG Risk and Compliance Division activities; and 4) identification of a specific fraud and records retention policy in the personnel manual.

A draft resolution approving the Internal Compliance Program is attached for Executive Board consideration. I will provide a brief presentation on this item and will be available to answer any questions prior to requesting Board approval.

MM: kk
Attachment

RESOLUTION APPROVING INTERNAL COMPLIANCE PROGRAM

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG established a formal Internal Compliance Program (ICP) in 2011 in response to a Texas Department of Transportation (TxDOT) grant requirement;

WHEREAS, the Internal Compliance Program applies to all NCTCOG programs and is designed to detect and prevent violations of law, regulations, and ethical standards applicable to NCTCOG and its officers and employees;

WHEREAS, the Internal Compliance Program has been updated to address comments based on a recent TxDOT review.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The Internal Compliance Program, included as Attachment 1 hereto, is hereby approved.

Section 2. The Executive Director is authorized to make administrative amendments to the Internal Compliance Program.

Section 3. This Resolution shall be transmitted to the Texas Department of Transportation and other funding agencies as may be required.

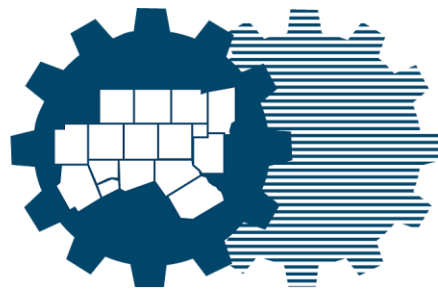
Section 4. This resolution shall be in effect immediately upon its adoption.

Tom Lombard, President
North Central Texas Council of Governments
Councilmember, North Richland Hills

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on February 22, 2018.

J.D. Clark, Secretary-Treasurer
North Central Texas Council of Governments
County Judge, Wise County

Internal Compliance Program



**North Central Texas
Council of Governments**

February 2018

Internal Compliance Program

A formal internal compliance program affirms an organization's principles, practices, and structure to ensure compliance with all applicable laws, rules, and regulations. It also specifies the processes used to prevent and detect any violations. This ongoing, proactive agenda demonstrates how the organization will operate in a legal and ethical manner, and how its code of conduct will be applied to address specific organizational risks.

The North Central Texas Council of Governments (NCTCOG) has a long tradition of recognizing the importance of fair standards and stewardship in our state planning operations. The Agency is has developed a formal compliance program to include a plan that integrates legal and internal compliance efforts throughout agency to mitigate risk, assure quality, and improve the performance of internal monitoring systems.

1. High level personnel are responsible for oversight of compliance with the standards and procedures

The Executive Director and the Deputy Executive Director are charged with monitoring compliance within the organization and taking appropriate action, in response to compliance related complaints. This is in accordance with our Responsibility for Implementation of Personnel Policies. They are responsible for oversight of financial reports and establishing and maintaining an adequate internal control structure with appropriate checks and balances.

NCTCOG encourages ethical conduct and a personal commitment to compliance with all applicable laws and regulations.

2. Appropriate care is being taken to avoid the delegation of substantial discretionary authority to individuals whom the organization knows, or should know, have a propensity to engage in illegal activities

Criminal background checks are conducted, in accordance to Criminal Background Checks policy, at time of hire on all Agency employees and annually (at a minimum) for current employees in high-level positions, who are involved in handling financial documents or highly confidential information.

3. Compliance standards and procedures are effectively communicated to all of the organization's employees by requiring them to participate in training and disseminating to them information that explains, in understandable language, the requirements of the program

The Agency provides ethics and compliance training to all new hires as part of the onboarding process. Current employees receive ethics and compliance training through the Learning Management System on an annual basis. Employees acknowledge their review and understanding of the policy's requirements. Human Resources provides monitoring and reporting to ensure all employees are trained on an annual basis. Ethics, Fraud and Compliance Policies are also available through the Employee Intranet Portal.

4. The governing body or individuals of the organization have periodic training in ethics and in the compliance program

NCTCOG's Executive Board is provided an overview of NCTCOG's internal Compliance Program and ethics requirements on an annual basis.

5. Compliance standards and procedures are effectively communicated to the organization's employees or agents

In accordance with Dissemination and Interpretations of Policies, the Agency communicates the ethics and compliance policy to all new hires and makes available an electronic version to all employees. At time of hire and at policy revisions, all employees acknowledge its receipt and their understanding of the policy's requirements.

- a) Employees receive annual training on our Internal Compliance Program, including information and instructions on how to report fraudulent behavior.
- b) An Internal Compliance brochure has also been made available to all employees. Brochures are made available on the on the HR bulletin board located on the first floor break room.
- c) An anonymous reporting portal is available through a third party vendor. The link to this portal (Global Compliance portal: <https://nctcog.alertline.com>) is housed on our internet page and on the Employee Intranet Portal
- d) Brochures are made available for dissemination to Agents, Volunteers and Contractors.
- e) The Internal Compliance Program portal has an auto reporting mechanism where our Executive Director, Deputy Executive Director and HR receives a report of all submissions.

Employees and Agents are encouraged to report any suspicions of noncompliance, fraud or unethical behavior. In accordance with our Retaliation policy, NCTCOG prohibits retaliation or discrimination against any employee for opposing an unlawful or discriminatory employment practice, or for alleging or participating in an investigation of an allegation of discrimination.

6. Reasonable steps are being taken to achieve compliance with the compliance standards and procedures by using monitoring and auditing systems that are designed to reasonably detect noncompliance, and providing and publicizing a system for the organization's employees and agents to report suspected noncompliance without fear of retaliation

In order to facilitate compliance, the NCTCOG Risk and Compliance Division conducts an annual risk assessment that determines the annual workplan, and then executes accordingly.

Employees are required to immediately report any suspicions of noncompliance with law, or unethical behavior. An anonymous reporting portal has been developed thorough a third party vendor. The link to the Global Compliance portal at <https://nctcog.alertline.com>, is housed on our internet page and allows for the submission of concerns by employees, our agents, and the public.

7. Consistent enforcement of compliance standards and procedures is administered through appropriate disciplinary mechanisms

NCTCOG currently has a process to address any detected offenses. In addition, our Internal Compliance Program portal has a reporting mechanism where our Executive Director, Deputy Executive Director and HR receives a report of all submissions.

Review, investigation and disciplinary recommendations are conducted on reported issues of non-compliance in accordance with our Progressive Disciplinary policy, that describes which actions may lead to discipline and/or termination. It also specifies who is responsible for responding to evidence of noncompliance and taking appropriate action.

8. Reasonable steps are being taken to respond appropriately to detected offenses and to prevent future similar offenses

Any employee who violates the ethics policy may be subject to termination or other employment-related sanctions, as well as applicable civil or criminal penalties. Preventing future offenses is accomplished through the training provided to employees on the compliance policy and ethical behavior, and assessing risks of criminal misconduct within the organization as needed.

9. The entity has an employee code of conduct that, addresses: record retention; fraud; equal opportunity employment; sexual harassment and misconduct; conflicts of interest; personal use of the organization's property; and gifts and honoraria

NCTCOG has an established Personnel Manual to set forth the primary rules governing employment with NCTCOG. The policies inform employees of the benefits and obligations of employment with NCTCOG. Policies have been prepared and adopted to promote consistent, equitable, and effective practices by both employees and supervisors.

NCTCOG's personnel manual, includes the following policies and appendices:

- Responsibility for Implementation of Personnel Policies
- Dissemination and Interpretation of Personnel Policies
- Equal Employee Opportunity
- Retaliation
- Sexual and other Unlawful Harassment
- Conflict of Interest
- Code of Ethical Conduct
- Fraud
- Records Retention
- Personal Calls, Faxes and Copies
- NCTCOG Property
- Purchases of NCTCOG Property
- Use of Internet and E-mails
- Gifts and Gratuities
- Criminal Background Checks
- Progressive Discipline Policy

The Agency understands and acknowledges that this document contains only the Minimum Standards for Internal Compliance Program Requirements as required by Title 43, Texas Administrative Code, and Section 10.51. Any other requirements by any state, federal, or local law, rule, regulation, ordinance or otherwise is not included in these requirements and it is the responsibility of Executive Management to comply with such laws.

Referenced Policies

RESPONSIBILITY FOR IMPLEMENTATION OF PERSONNEL POLICIES

The executive director is the chief executive officer of NCTCOG and is responsible for the formulation of personnel procedures and the administration of personnel policies and procedures. The executive director may delegate authority to appropriate staff members to act in his or her behalf in the administration of these policies and procedures.

DISSEMINATION AND INTERPRETATION OF PERSONNEL POLICIES

While all NCTCOG employees will have a copy of the Personnel Policies Manual, the executive director and personnel manager maintain the official set of policies, with all revisions, for reference by employees. The personnel manager will provide a complete copy of all subsequent revisions to each department head, who is responsible for disseminating policy revisions to their employees. Each employee will sign an acknowledgment upon receiving any policy revision. If a question arises about a particular policy, the official set of policies maintained by the executive director and personnel manager should be consulted and shall control.

The executive director and the human resources manager may interpret the personnel policies if the intent of the policy is not clear.

Employees are required to read this manual carefully and to adhere to the rules and regulations stated herein. Within two weeks of employment, every employee is required to sign an acknowledgment of having read the Personnel Policies Manual and the policies contained in it.

EQUAL EMPLOYMENT OPPORTUNITY

It is the policy of NCTCOG to prohibit discrimination against any person in job structuring, recruitment, examination, selection, appointment, placement, training, upward mobility, discipline, or any other aspect of personnel administration based on race, age, religion, color, disability, national origin, sex(including pregnancy), sexual orientation, gender identity, protected veteran status or political affiliation.

NCTCOG will take affirmative action to see that all qualified applicants enter and advance in employment on the basis of demonstrated merit and fitness as ascertained through fair and practical methods of selection and promotion without regard to race, age, religion, color, disability, national origin, or sex(including pregnancy), sexual orientation, gender identity, protected veteran status or political affiliation. In carrying out this equal employment opportunity policy, NCTCOG will comply with statements of national and state policy concerning equal employment opportunity, including Title VI and VII of the Civil Rights Acts of 1964, as amended, and 1991; the Age Discrimination in Employment Act of 1967, as amended; the Rehabilitation Act of 1973, as amended; Executive Order

No. 11246, as amended; Americans with Disabilities Act of 1990, and other applicable laws, orders, or related rules and regulations.

Scope of Policy. This policy extends to all employees and applicants for employment in all aspects of the employment relationship, including but not limited to the following: job structuring, recruitment or recruitment advertising, examination, selection, appointment, placement, training, upward mobility, discipline, demotion, transfer, layoff or termination, rates of pay or other forms of compensation, selection for training including apprenticeship and educational benefits, and any other aspect of personnel administration.

Responsibilities. All employees will carry out the spirit and intent of this policy. The application and effectiveness of this policy are the responsibility of the executive director and all supervisory personnel.

Procedures. Personnel decisions will be made on the basis of occupational qualifications and job-related factors such as skill, knowledge, education, experience, and ability to perform a specific job; and without regard to race, age, religion, color, disability, national origin, sex (including pregnancy), sexual orientation, gender identity, protected veteran status or political affiliation.

NCTCOG will continue to assign direct responsibility to supervisory personnel in order to implement its nondiscrimination policy. Facilities will continue to be maintained on a non-segregated basis. Social activities and all other employee benefits will offer equal opportunities to all without regard to race, age, religion, color, disability, national origin, sex (including pregnancy), sexual orientation, gender identity, protected veteran status or political affiliation.

Prompt resolution will be made on any efforts to impede or prevent compliance with this policy.

NCTCOG prohibits retaliation or discrimination against any employee for opposing an unlawful or discriminatory employment practice, or for alleging or participating in an investigation of an allegation of discrimination.

SEXUAL AND OTHER UNLAWFUL HARASSMENT

It is the policy of NCTCOG to provide employees with a productive work environment free of harassment by management, supervisors, co-workers and individuals that have a business relationship with NCTCOG. This policy applies to all NCTCOG employees. NCTCOG will not condone or tolerate any sexual harassment or other unlawful harassment of any employee. Failure to comply with this policy may result in disciplinary action up to and including immediate termination.

PERSONAL CALLS, FAXES, AND COPIES

Whenever possible, employees should use a personal calling or credit card for all personal long distance calls and faxes. Employees should report other long distance calls

to the Accounts Payable Administrator in Administration for proper billing. Employees should submit all other long distance faxes to the Print Shop for transmission, and clearly mark them "Personal Fax." Rates for personal faxes and copies, which should be kept to a minimum, are posted in the Print Shop.

CONFLICT OF INTEREST AND EMPLOYEE CODE OF CONDUCT POLICY

Officers. An officer of NCTCOG will neither have financial interests in the profits of any contract, service, or other work performed for NCTCOG nor derive personal profit directly or indirectly from any contract, purchase, sale, or service between NCTCOG and any person or company.

Officers and Employees. An officer or employee may not:

1. Solicit or accept or agree to accept a financial benefit, other than from NCTCOG, that might reasonably tend to influence his or her performance of duties for the NCTCOG or that he or she knows or should know is offered with intent to influence the employee's performance;
 2. Accept employment or compensation that might reasonably induce him or her to disclose confidential information acquired in the performance of official duties;
 3. Accept outside employment or compensation that might reasonably tend to impair independence of judgment in performance of duties for NCTCOG;
 4. Make any personal investment that might reasonably be expected to create a substantial conflict between the employee's private interest and duties for the NCTCOG; or
 5. Solicit or accept or agree to accept a financial benefit from another person in exchange or having performed duties as a NCTCOG employee in favor of that person.
- Contracts. Specifically, with reference to contracts, no officer or employee of NCTCOG who exercises any functions or responsibilities in the review or approval of an undertaking or the carrying out of one of NCTCOG's contracts shall participate in any decision relating to that contract if the decision affects his or her personal pecuniary interest.

Gifts and Gratuities. Employees of NCTCOG shall not accept a gift of any value that is offered in connection with or as a result of being employed by NCTCOG.

The only exception to this policy is that candy, cookies and other food items given to a department or individual employee, may be kept, so long as they are made available for the enjoyment of all employees of that department.

Occasional meals from a person or business seeking a formal business relationship may be accepted

Small gifts from service clubs and other non-profit agencies in exchange for speaking engagements are acceptable unless they have or are seeking to establish a formal business relationship.

Prizes awarded to NCTCOG employees while attending conferences are the property of the employee. If payment of taxes is required to receive the prize, the employee is responsible for the payment of such taxes.

Honorariums for speeches may be accepted if returned to the agency.

PURCHASING OF NCTCOG PROPERTY

From time to time, NCTCOG will have a need to dispose of excess, outdated, or otherwise non-useful furniture or equipment. Normally, this process will be through a public auction.

In order to avoid a conflict of interest or even the appearance of a conflict of interest, all NCTCOG employees and their immediate families are not eligible to bid on, purchase, or otherwise acquire such furniture or equipment.

CODE OF ETHICAL CONDUCT

NCTCOG is a political subdivision of the State of Texas. Employees, as public servants, will carry out their activities in a fair and legal manner avoiding actual or perceived conflicts of interest.

All staff members are expected to conduct the activities of the organization always in full compliance with the law and in an honest, fair, and courteous manner. Staff members must not ask or expect contractors or others with whom NCTCOG does business to favor NCTCOG or the individual staff member with special treatment.

Staff members should not permit personal preferences and dislikes to affect decisions related to their duties. To do so acts against NCTCOG's policy which is to treat all individuals, members, potential members, contractors, and others fairly and equitably. Enforceable Code of Conduct. NCTCOG's Executive Board sets policy for the organization.

Staff members will reflect these policies in their oral and written statements representing NCTCOG with the public, local government members, potential members, contractors, grantee state agencies, and federal agencies.

Each officer or employee acknowledges that his or her conduct while serving as a member of the staff is governed by this Code of Conduct. An officer or employee may not:

1. Use his or her official authority or influence to interfere with or affect the result of an election or nomination for office; or
 2. Directly or indirectly coerce, attempt to coerce, command, or advise a local or state officer or employee to pay, lend or contribute anything of value to a party, committee, organization, agency, or person for a political purpose; or
 3. Use funds provided by the State of Texas to influence the passage or defeat of any legislative measure in the Texas Legislature or the outcome of any election;
- or

4. Use funds provided under Federal Grants in any way to attempt to influence in any manner a member of Congress to favor or oppose any legislation or appropriation by Congress, or for lobbying with state or local legislators.

Specifically, with reference to contracts no officer or employee of NCTCOG, who exercises any functions or responsibilities in the review or approval of an undertaking or the carrying out of one of NCTCOG's contracts shall participate in any decision relating to that contract if the decision affects his or her personal pecuniary interest.

Staff members will not be affiliated in any way with any enterprise in competition with NCTCOG.

Each staff member has an obligation to disclose to the executive director or program director any relationship the staff member or a staff member's family has with an entity doing business with NCTCOG.

If the executive director has a relationship that could be viewed as being in conflict or completion with his or her duties as executive director, he or she has an obligation to disclose such relationship to the Executive Board.

Each staff member will refrain from situations where his or her own interests are brought into conflict with that of NCTCOG.

NCTCOG is a political subdivision of the State of Texas. Employees, as public servants, will carry out their activities in a fair and legal manner avoiding actual or perceived conflicts of interest.

All staff members are expected to conduct the activities of the organization always in full compliance with the law and in an honest, fair, and courteous manner. Staff members must not ask or expect contractors or others with whom NCTCOG does business to favor NCTCOG or the individual staff member with special treatment.

Staff members should not permit personal preferences and dislikes to affect decisions related to their duties. To do so acts against NCTCOG's policy which is to treat all individuals, members, potential members, contractors, and others fairly and equitably.

Enforceable Code of Conduct. NCTCOG's Executive Board sets policy for the organization. Staff members will reflect this policy in their oral and written statements representing NCTCOG with the public, local government members, potential members, contractors, grantee state agencies, and federal agencies.

Each employee acknowledges that his or her conduct while serving as a member of the staff is governed by this Code of Conduct. An employee may not:

1. Use his or her official authority or influence to interfere with or affect the result of an election or nomination for office; or

2. Directly or indirectly coerce, attempt to coerce, command, or advise a local or state officer or employee to pay, lend or contribute anything of value to a party, committee, organization, agency, or person for a political purpose; or
3. Use funds provided by the State of Texas to influence the passage or defeat of any legislative measure in the Texas Legislature or the outcome of any election; or
4. Use funds provided under Federal Grants in any way to attempt to influence in any manner a member of Congress to favor or oppose any legislation or appropriation by Congress, or for lobbying with state or local legislators; or
5. Use NCTCOG property for personal gain and must refrain from situations where his or her financial interests are brought into conflict. This includes, but is not limited to leased vehicles, computer software and equipment, data, and/or information acquired or created by NCTCOG, duplication, and distribution. Use of these assets for personal or non-agency designated purposes requires authorization from a program director or the executive director.

Each staff member has an obligation to disclose to the executive director or program director any relationship the staff member or a staff member's family has with an entity doing business with NCTCOG.

If the executive director has a relationship that could be viewed as being in conflict or competition with his or her duties as executive director, he or she has an obligation to disclose such relationship to the Executive Board.

Each employee will receive a copy of this policy and will sign a statement (Appendix B) acknowledging that he or she has read the policy and that failure to comply with the obligations under this

USE OF THE INTERNET AND E-MAIL

This policy refers to access and disclosure of electronic information, including e-mail messages created, sent, or received by NCTCOG employees using the electronic mail system and the Internet.

NCTCOG maintains Internet access and an electronic mail system to assist in conducting NCTCOG business. The Internet and electronic mail system hardware are NCTCOG property. Additionally, all messages composed, sent, or received on the Internet and electronic mail system are and remain the property of NCTCOG. They are not the private property of the employee. As such, NCTCOG reserves the use of the Internet and electronic mail system for the conduct of NCTCOG business.

Employees may not use the Internet and electronic mail system to solicit or proselytize for commercial ventures, religious or political causes, outside organizations, or other non-job-related solicitations. Employees may not use the system to create any offensive or disruptive messages. Among those considered offensive are messages containing sexual implications, racial slurs, gender-specific comments, or any other comment that

offensively addresses someone's age, sexual orientation, religious or political beliefs, national origin, or disability.

The Internet and electronic mail system is not for sending (uploading) or receiving (downloading) copyrighted materials, trade secrets, proprietary financial information, or similar materials without prior authorization.

NCTCOG has the right to review, audit, intercept, access and disclose all messages created, received, or sent over the Internet and electronic mail system for any purpose.

The contents of Internet and electronic mail properly obtained for legitimate business purposes may be disclosed within NCTCOG without the permission of the employee. The confidentiality of any message should not be assumed. Even when an employee erases a message, it is still possible to retrieve and read that message. Employees must disclose all passwords to NCTCOG or they are invalid and cannot be used.

Notwithstanding NCTCOG's right to retrieve and read any Internet and electronic mail messages, other employees should treat such messages as confidential and accessed only by the intended recipient. Employees may not retrieve or read any Internet or e-mail messages that are not sent to them. Supervisors must provide prior approval for any exceptions to this policy.

Employees shall not use a code, access a file, or retrieve any stored information unless authorized to do so. Employees should not attempt to gain access to any other employee's messages without the latter's permission. Employees must provide their passwords to their supervisors.

Any employee who violates this policy or uses the Internet or electronic mail system for improper purposes shall be subject to discipline, up to and including discharge.

CRIMINAL BACKGROUND CHECKS

NCTCOG requires a criminal background check for all new employees. Although a disqualification is possible, in accordance with federal and state laws, a previous conviction does not automatically disqualify an applicant from consideration for employment with NCTCOG. Depending on a variety of factors (for example, the nature of the position, the nature of the conviction, the date of conviction, when the illegal activity occurred), the candidate may still be eligible for employment with NCTCOG.

If a criminal background check results in a questionable report, the Human Resources Manager, will contact the Program Director to further discuss the information received in the report. If the HR Manager and Program Director agree that the background check would not negatively impact the agency or one of its programs, then the HR Manager will forward the hiring packet, disclosing the report, to the Executive Director recommending approval. The Executive Director will have final hiring authority. If the HR

Manager or Program Director do not agree that the information in the background check would have a negative impact on the agency or one of its programs, then the HR Manager and Program Director will meet with the Executive Director to determine applicant's employment status.

If an applicant attempts to withhold or falsify information on any document pertaining to NCTCOG's hiring process, the candidate will be disqualified from further employment consideration in any position with the agency.

PROGRESSIVE DISCIPLINE

NCTCOG intends to foster a good working environment with its employees.

One way to do this is by keeping communication channels open at all times. Good coaching and counseling, which includes oral and written discussions, should prevent and/or correct most potential problems.

At times it may be necessary to take corrective actions. The first step includes oral and written discussions, with or without the program director, during which the employee has the opportunity to respond. Records of these steps may remain in department files, but are not part of the employee's personnel file.

The severity of any discipline depends upon the nature of the infraction. NCTCOG may, but not necessarily will, use a progressive discipline system. Some actions as indicated in the Separation Policy may result in a more severe level of discipline including termination.

The progressive discipline system, steps of which may be skipped, is as follows:

- Written Warnings from the employee's supervisor documenting the disciplinary problem and the date and content of any prior oral warnings. The written warning process will include a conference with the program director, employee, and supervisor. The supervisor will prepare a written summary of the conference and warning. The employee will acknowledge the warning and conference proceedings in writing, and have the opportunity to respond. The employee will retain a copy of the document, with an additional copy placed in the employee's personnel file;
- Written Reprimands which include a conference with the program director, employee, and supervisor. The reprimand should outline the continued unsatisfactory performance, expected improvement and the length of the disciplinary probation. The disciplinary probation period should not exceed 30 days. During this time, or any time thereafter, the employee may be terminated if performance does not improve or later declines.

The employee will acknowledge the reprimand in writing, and have the opportunity to respond. The employee will retain a copy of the document, with an additional copy placed in the employee's personnel file. After the completion of the disciplinary probation, the program director, employee, and the supervisor will

have another conference to discuss conduct. The disciplinary probation may only be renewed once.

- **Separation from Employment.** When separation for unsatisfactory work performance is thought to be necessary, the program director will meet with the human resources manager to review all prior disciplinary actions. The program director will obtain written approval from the executive director to terminate the employee. The employee is then informed in person by the program director, when possible, and in writing of the reason for the separation. Upon notification, the employee will meet with the human resources manager for an exit interview. The final paycheck is prepared to be available at the exit interview.

FRAUD POLICY

The agency fraud policy is established to facilitate the development of controls that will aid in the detection and prevention of fraud and other fiscal irregularities and misappropriations committed against the North Central Texas Council of Governments (NCTCOG). It is the intent of NCTCOG to promote consistent organizational behavior by providing guidelines and assigning responsibility for the development of controls.

I. PROHIBITED CONDUCT

This policy applies to any irregularity, or suspected irregularity, involving employees as well as, consultants, vendors, contractors, outside agencies doing business with employees of such agencies, and/or any other parties with a business relationship with NCTCOG (also called the agency).

Fraud is defined as the intentional, false representation, or concealment of a material fact for the purpose of inducing another to act upon it to his or her injury.

Defalcation is defined as misappropriation of funds by a person trusted with its charge; also, the act of misappropriation, or an instance thereof. With respect to accounting and especially with respect to the area of audit, **defalcation** means a misappropriation of assets or theft of assets by employees or officers.

Fraud, defalcation, misappropriation, and other fiscal irregularities refer to, but are not limited to

- Any dishonest or fraudulent act.
- Misappropriation of funds, supplies, or other assets.
- Impropriety in the handling or reporting of money or financial transactions.
- Disclosing confidential information to outside parties unless required by law.
- Accepting or seeking anything of material value from contractors, vendors, or persons providing services/materials to the Agency. (See Conflict of Interest Policy)
- Destruction, removal, or inappropriate use of records
- Inappropriate use of furniture, fixtures, equipment; and/or other Agency resources
- Any similar or related irregularity.

REPORTING FRAUD

It is the duty of all NCTCOG employees to report any instances of fraud, defalcation, misappropriation of fiscal irregularities, which come to the attention of the employee.

Any irregularity that is detected or suspected must be reported immediately to Executive Director, Deputy Executive Director, Human Resources or through NCTCOG's Internal Compliance Program.

Any investigative activity required will be conducted without regard to the suspected wrongdoer's length of service, position/title, or relationship to NCTCOG.

The identity of the person reporting this conduct will be kept confidential. Investigation results will not be disclosed or discussed with anyone other than those who have a legitimate need to know. This is important in order to avoid damaging the reputations of persons suspected but subsequently found innocent of wrongful conduct. No information concerning the status of an investigation will be given out. Each member of the Human Resources team will be familiar with the types of improprieties that might occur within his or her area of responsibility, and be alert for any indication of irregularity.

Violations of this policy will result in disciplinary action, up to and including termination and in accordance with the penalties laid out in the NCTCOG Personnel Manual.

Any employee who fails to report any violation of the Fraud Policy is also subject to the penalties laid out for misconduct in the Personnel Manual.

RECORD RETENTION AND DESTRUCTION POLICY

The purpose of NCTCOG's policy regarding the retention and disposal of records, including electronic documents, is to ensure that government records and documents are adequately protected, maintained and disposed of at the scheduled time. This Policy is also for the purpose of aiding employees in understanding their obligations in retaining electronic records - including e-mail, Web files, text files, sound and movie files, PDF documents, and all Microsoft Office or other formatted files.

The [Retention Schedule for Records Common to All Local Governments](#) as promulgated by the Texas State Library and Archives Commission governs NCTCOG's retention of records. It indicates the minimum requirements and is provided as guidance to NCTCOG departments in determining any additional department/program retention requirements. Because federal and state requirements vary from program to program, each department should carefully consider its requirements and consult with legal counsel before approving document retention and destruction guidelines that vary from the Retention Schedule referenced above. In addition, federal awards and other government grants may provide for a longer period than is required by other statutory requirements.

In the event NCTCOG is served with any subpoena or request for documents or any employee becomes aware of a governmental investigation or audit concerning NCTCOG or the commencement of any litigation against or concerning NCTCOG, such employee shall inform the appropriate departments and any further disposal of documents shall be suspended until such time as the Program Director, with the advice of counsel, determines otherwise.



North Central Texas Council of Governments

Item 7

Exhibit: 2018-02-07-911

MEETING DATE: February 22, 2018

FROM: Christy Williams
Director of 9-1-1

SUBJECT: Resolution Authorizing an Increase to the Contract with General Datatech L.P. for Microwave and Layer 2 Terrestrial Network and System Integration with SD-WAN

In August 2015, the NCTCOG Executive Board authorized a contract with General Datatech L.P. (GDT) to build, design, and integrate a microwave network and Layer 2 terrestrial network with a Software Defined Wide Area Network (SD-WAN) solution in an amount not to exceed \$8.0 million.

At this time, staff is projecting higher than anticipated costs to complete the next phase of the microwave buildout. These additional costs are a result of building rather than leasing commercial tower space, the movement of select anticipated tower locations, and necessary network design modifications.

A draft resolution authorizing an additional \$1.5 million, for a revised not to exceed contract amount of \$9.5 million, is attached for Executive Board consideration.

I will be available during the February 22nd Board meeting to respond to questions.

RESOLUTION AUTHORIZING AN INCREASE TO THE CONTRACT WITH GENERAL DATATECH L.P. FOR MICROWAVE AND LAYER 2 TERRESTRIAL NETWORK AND SYSTEM INTEGRATION WITH SD-WAN

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is engaged in the planning, implementation, and maintenance of an emergency 9-1-1 (E9-1-1) system for 43 Public Safety Answering Points within a 14 county 9-1-1 service area; and,

WHEREAS, the NCTCOG Executive Board authorized a contract with General Datatech L.P. in August 2015 for microwave and terrestrial network system integration with SD-WAN in the amount of \$8.0 million; and,

WHEREAS, staff is projecting higher than anticipated costs to complete the next phase of the microwave buildout.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

- Section 1.** The contract between NCTCOG and General Datatech L.P. be increased by \$1.5 million, resulting in a revised not to exceed amount of \$9.5 million.
- Section 2.** The Executive Director or designee is authorized to execute contractual agreements necessary to carry out this program, in the name of the North Central Texas Council of Governments.
- Section 3.** This resolution shall be in effect immediately upon its adoption.

Tom Lombard, President
North Central Texas Council of Governments
Councilmember, North Richland Hills

I hereby certify that this Resolution was adopted by the Executive Board of the North Central Texas Council of Governments on February 22, 2018.

J.D. Clark, Secretary-Treasurer
North Central Texas Council of Governments
County Judge, Wise County



North Central Texas Council of Governments

Item 8

Exhibit: 2018-02-08-EP

MEETING DATE: February 22, 2018

FROM: Molly McFadden
Director of Emergency Preparedness

SUBJECT: Resolution Authorizing Contract with Incident Response Technologies for Incident Management and Resource Tracking Software

The North Central Texas Council of Governments (NCTCOG) issued a Request for Proposals (RFP) on November 22, 2017, seeking providers of incident management and resource tracking software. This need was identified in SWAT Scenarios from the 2013 regional full-scale exercise after-action report and improvement plan (AAR/IP) and the Regional Incident Management Tool Steering Committee identified incident management and resource tracking software as the appropriate solution. Applications were received from two (2) respondents and, following evaluation, the evaluation committee is recommending Incident Response Technologies as the preferred vendor. NCTCOG staff is proposing a two-year agreement with three optional one-year renewals. If approved, this contract will be utilized for NCTCOG Emergency Preparedness Department purposes and also available for use by participating entities in NCTCOG's North Texas SHARE cooperative purchasing program.

A draft resolution authorizing a contract with Incident Response Technologies for Incident Management and Resource Tracking Software is attached for Executive Board consideration.

Should either you or the Executive Board members have questions, staff and I will be present at the meeting to summarize and address any questions, or I may be contacted by phone at 817-608-2322 or by email at mmcfadden@nctcog.org.

MMc: SP

RESOLUTION AUTHORIZING A CONTRACT WITH INCIDENT RESPONSE TECHNOLOGIES FOR INCIDENT MANAGEMENT AND RESOURCE TRACKING SOFTWARE

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is engaged in the planning, implementation, and maintenance of a common operating picture throughout the 16 county region; and,

WHEREAS, NCTCOG issued a Request for Proposals soliciting responses for incident management and resource tracking software and, following evaluation, is recommending a contract be awarded to Incident Response Technologies for a maximum five (5) years; and,

WHEREAS, this contract is intended to be used for NCTCOG Emergency Preparedness Department puposes as well as participants of NCTCOG's North Texas SHARE cooperative purchasing program; and,

WHEREAS, NCTCOG has complied with federal and state regulations regarding contract and procurement proceedings.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

- Section 1.** A contract between NCTCOG and Incident Response Technologies for incident management and resource tracking software, for a maximum five (5) year term, be and is hereby approved.
- Section 2.** The NCTCOG Executive Board authorizes a total not to exceed amount of \$500,000 for NCTCOG expenditures with the aforementioned vendor.
- Section 3.** The Executive Director or designee is authorized to execute agreements necessary to carry out the initiatives described herein, including agreements with participating entities in NCTCOG's North Texas SHARE Program, in the name of the North Central Texas Council of Governments.
- Section 4.** This resolution shall be in effect immediately upon its adoption.

Tom Lombard, President
North Central Texas Council of Governments
Councilmember, City of North Richland Hills

I hereby certify that this Resolution was adopted by the Executive Board of the North Central Texas Council of Governments on February 22, 2018.

J.D. Clark, Secretary-Treasurer
North Central Texas Council of Governments
County Judge, Wise County



North Central Texas Council of Governments

Item 9

Exhibit: 2018-02-09-EP

MEETING DATE: February 22, 2018

FROM: Molly McFadden
Director of Emergency Preparedness

SUBJECT: Resolution Authorizing Contract with Night Vision Devices for PVS 14
Night Observation Devices with White Phosphor Image Intensifiers

The North Central Texas Council of Governments (NCTCOG) issued a Request for Proposals on December 7, 2017, seeking providers of third-generation, white phosphor image intensified night observation devices. This need was identified in both the 2013 and 2016 regional full-scale exercise after-action report and improvement plan (AAR/IP) as well as real world night operations. The Regional SWAT Working Group identified the third-generation PVS 14 with White Phosphor Image Intensifier Night Vision Goggles as the appropriate type of night vision goggles to fill their needs. Applications were received from seven (7) respondents capable of providing PVS 14 Night Vision Goggles with White Phosphor Image Intensifiers and, following evaluation, the evaluation committee is recommending Night Vision Devices. NCTCOG staff is proposing a one-year agreement with two optional one-year renewals. If approved, this contract will be available to participating entities in NCTCOG's North Texas SHARE cooperative purchasing program.

A draft resolution authorizing a contract with Night Vision Devices for PVS 14 White Phosphor Image Intensifier Night Vision Goggles is attached for Executive Board consideration.

Should either you or the Executive Board members have questions, staff and I will be present at the meeting to summarize and address any questions, or I may be contacted by phone at 817-608-2322 or by email at mmcfadden@nctcog.org.

MMc: th

RESOLUTION AUTHORIZING CONTRACT WITH NIGHT VISION DEVICES FOR PVS 14 NIGHT OBSERVATION DEVICES WITH WHITE PHOSPHOR IMAGE INTENSIFIERS

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is engaged in the support, planning, and assistance of Special Weapons and Tactics (SWAT) units throughout the 16 county region; and,

WHEREAS, NCTCOG issued a Request for Proposals soliciting responses for night observation devices and, following evaluation, is recommending a contract be awarded to Night Vision Devices for maximum three (3) years; and,

WHEREAS, this contract is intended to be used for NCTCOG's North Texas SHARE cooperative purchasing program; and,

WHEREAS, NCTCOG has complied with federal and state regulations regarding contract and procurement proceedings.

NOW, THEREFORE, BE IT RESOLVED THAT:

- Section 1.** A contract between NCTCOG and Night Vision Devices, for a maximum three (3) year term, be and is hereby approved.
- Section 2.** The Executive Director or designee is authorized to execute agreements necessary to carry out the initiatives described herein, including agreements with participating entities in NCTCOG's North Texas SHARE Program, in the name of the North Central Texas Council of Governments.
- Section 3.** This resolution shall be in effect immediately upon its adoption.

Tom Lombard, President
North Central Texas Council of Governments
Councilmember, City of North Richland Hills

I hereby certify that this Resolution was adopted by the Executive Board of the North Central Texas Council of Governments on February 22, 2018.

J.D. Clark, Secretary-Treasurer
North Central Texas Council of Governments
County Judge, Wise County



North Central Texas Council of Governments

Item 10

Exhibit: 2018-02-10-EP

MEETING DATE: February 22, 2018

FROM: Molly McFadden
Director of Emergency Preparedness

SUBJECT: Resolution Authorizing Agreements for the CASA WX Program

In May 2011, the NCTCOG Executive Board authorized agreements with the Center for Collaborative Adaptive Sensing of the Atmosphere (CASA WX), as represented by the University of Massachusetts/Amherst (UMass) and Colorado State University (CSU), to install and operate CASA weather radars in the North Central Texas region. Subsequent Executive Board authorizations in 2013 and 2016 resulted in the extension of the agreements through December 31, 2017.

NCTCOG staff is requesting Executive Board approval for two new 5-year agreements with CASA WX partners, UMass and CSU, for a cumulative amount not to exceed \$1,500,000, for the installation, operation and maintenance of weather radars. Agreement deliverables are contingent on the availability of funds received through the CASA WX membership program, facilitated by NCTCOG.

A draft resolution authorizing agreements with UMass and CSU for the CASA WX Program is attached for Executive Board consideration.

Should either you or the Executive Board members have questions, staff and I will be present at the meeting to summarize and address any questions, or I may be contacted by phone at 817-608-2322 or by email at mmcfadden@nctcog.org.

MMc: md

RESOLUTION AUTHORIZING AGREEMENTS FOR THE CASA WX PROGRAM

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, CASA WX installs, operates, and maintains a system of weather radars in North Central Texas, providing time-sensitive, high-resolution weather data at neighborhood precisions levels to member jurisdictions and regional partners; and,

WHEREAS, the CASA WX membership program, administered by NCTCOG, is the primary funding mechanism for CASA WX in North Central Texas; and,

WHEREAS, NCTCOG wishes to continue the CASA WX Program in North Central Texas through the University of Massachusetts at Amherst (UMass) and Colorado State University (CSU).

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. Agreements between NCTCOG and the University of Massachusetts at Amherst and Colorado State University for the CASA WX Program, for maximum five (5) year terms and in a cumulative amount not to exceed \$1,500,00 be and are hereby approved.

Section 2. The Executive Director or designee is authorized to execute agreements necessary to carry out the initiatives described herein in the name of the North Central Texas Council of Governments.

Section 3. This resolution shall be in effect immediately upon its adoption.

Tom Lombard, President
North Central Texas Council of Governments
Councilmember, City of North Richland Hills

I hereby certify that this Resolution was adopted by the Executive Board of the North Central Texas Council of Governments on February 22, 2018.

J.D. Clark, Secretary-Treasurer
North Central Texas Council of Governments
County Judge, Wise County



North Central Texas Council of Governments

Item 11

Exhibit: 2018-02-11-TR

MEETING DATE: February 22, 2018

FROM: Michael Morris, P.E.
Director of Transportation

SUBJECT: Resolution Authorizing Agreements for the 2017-2018 CMAQ/STBG
Funding Initiative: Federal/Local Funding Exchanges Program

In the spring of 2017, staff introduced a process for selecting projects using Congestion Mitigation and Air Quality Improvement Program (CMAQ) and Surface Transportation Block Grant Program (STBG) funding via several funding programs to the Regional Transportation Council (RTC). One of these funding programs involves federal/local funding exchanges. In this program, local agencies enter into partnerships with the RTC in which federal transportation funds are spent on projects in exchange for a portion of local funding to be paid back to the RTC over time. This local funding will replenish the RTC Local pool of regional funds. The RTC approved four partnerships in January 2018 as detailed in Attachment 1 to the draft resolution. The NCTCOG Executive Board has the fiduciary responsibility for RTC/Local funds.

A draft resolution is attached for Executive Board consideration that authorizes agreements and receipt of funds for projects in partnership with Dallas Fort Worth International Airport and the cities of Terrell and Haltom City in an amount of \$17,738,209 as approved by the RTC. The Executive Board previously authorized agreements with the cities participating in the Trinity Railway Express (TRE) Local Swaps and authorized the receipt of approximately \$1,800,000 over three years. I will provide a brief presentation of this item and will be available to answer any questions.

BD:tw
Attachment

RESOLUTION AUTHORIZING AGREEMENTS FOR THE 2017-2018 CMAQ/STBG FUNDING INITIATIVE: FEDERAL/LOCAL FUNDING EXCHANGES PROGRAM

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG has been designated as the Metropolitan Planning Organization (MPO) for the Dallas-Fort Worth (DFW) Metropolitan Area by the Governor of the State of Texas in accordance with federal law; and,

WHEREAS, the Regional Transportation Council (RTC), comprised primarily of local elected officials, is the regional transportation policy body associated with NCTCOG, and has been and continues to be a forum for cooperative decisions on transportation; and,

WHEREAS, on January 11, 2018, the RTC approved funding partnerships in which federal transportation funding will be provided to agencies in exchange for a portion of local funding to be paid back; and,

WHEREAS, on August 24, 2017, the Executive Board authorized agreements for one of the partnerships between NCTCOG and participating cities to support the Trinity Railway Express (TRE) and authorized the receipt of approximately \$1,800,000 over three years; and,

WHEREAS, under the funding partnership the RTC will contribute \$19,664,049 in federal transportation funds in exchange for \$17,738,209 in local funds to be provided by the agencies to NCTCOG, as the RTC's fiduciary agent, to be used for RTC-related programs.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. NCTCOG is authorized to enter into agreements with the agencies outlined in Attachment 1 as approved by the RTC at its January 11, 2018, meeting.

Section 2. NCTCOG is authorized to receive \$17,738,209 in local funds from the agencies under the Federal/Local Funding Exchanges partnership as detailed in Attachment 1.

Section 3. These funds shall be incorporated into the appropriate fiscal year budgets and Unified Planning Work Program.

Section 4. The Executive Director or designee is authorized to execute necessary agreements in the name of the North Central Texas Council of Governments to carry out the initiatives described herein.

Section 5. This resolution shall be in effect immediately upon its adoption.

Tom Lombard, President
North Central Texas Council of Governments
Councilmember, City of North Richland Hills

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on February 22, 2018.

J.D. Clark, Secretary-Treasurer
North Central Texas Council of Governments
County Judge, Wise County

SUMMARY OF PROPOSED FUNDING EXCHANGES

PROJECT	PARTNER(S)	LOCAL FUNDING TO BE RECEIVED	ANTICIPATED PAYBACK PERIOD
Glade Road	DFW Airport	\$5,088,837	Two payments (one when Notice to Proceed is issued & one when construction is complete)
TRE Local Swaps ¹	Cities of Arlington, Bedford, Euless, Grand Prairie, Haltom City, & Hurst; DART & FWTA	\$1,680,975	3 years
FM 148	City of Terrell	\$6,674,160	15 years
Broadway Avenue	City of Haltom City	\$5,975,212	10 years
	Total	\$19,419,184	

1: The Executive Board previously authorized agreements and the receipt of approximately \$1,800,000 over three years for the TRE Local Swaps at the August 2017 meeting. The amount of funding to be received from the remaining three partnerships is \$17,738,209.



North Central Texas Council of Governments

Item 12

Exhibit: 2018-02-12-TR

MEETING DATE: February 22, 2018

FROM: Michael Morris, P.E.
Director of Transportation

SUBJECT: Resolution Authorizing Agreements for the Receipt of Funds for
Planning and Implementation Programs from the Texas Department
of Transportation

In January 2018, the Executive Board approved funding for continuation and enhancement of existing transportation and air quality initiatives and for new projects implemented and managed by the North Central Texas Council of Governments (NCTCOG) staff for Fiscal Year (FY) 2017 through FY2019. Additional funding has been programmed for implementation and continuation of two additional projects: Harry Hines Boulevard and McKinney Avenue Transit Authority M-Line Extension.

The Regional Transportation Council approved the programming of funds for these projects on July 13, 2017. Staff is requesting Executive Board approval to receive an additional \$2,000,000 in funding (\$2,000,000 Surface Transportation Block Grant Program and 400,000 in Transportation Development Credits). NCTCOG will coordinate with the Texas Department of Transportation to enter into agreements to receive these funds.

A draft resolution authorizing the receipt of funds for planning and implementation programs is attached for Executive Board consideration. I will provide a brief presentation of this item and will be available to answer any questions.

EB:tmb
Attachment

RESOLUTION AUTHORIZING AGREEMENTS FOR THE RECEIPT OF FUNDS FOR PLANNING AND IMPLEMENTATION PROGRAMS FROM THE TEXAS DEPARTMENT OF TRANSPORTATION

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG has been designated as the Metropolitan Planning Organization (MPO) for the Dallas-Fort Worth Metropolitan Area by the Governor of the State of Texas in accordance with federal law; and,

WHEREAS, the Regional Transportation Council (RTC), comprised primarily of local elected officials, is the regional transportation policy body associated with NCTCOG, and has been and continues to be a forum for cooperative decisions on transportation; and,

WHEREAS, on July 13, 2017, the RTC authorized the programming of Surface Transportation Block Grant Program funds for planning and implementation programs to be administered and managed by NCTCOG.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

- Section 1.** NCTCOG is authorized to receive Surface Transportation Block Grant Program funds in the amount of approximately \$2,000,000, as reflected in Attachment 1.
- Section 2.** These funds are programmed for multiple fiscal years and shall be incorporated into the appropriate fiscal year budgets and Unified Planning Work Program.
- Section 3.** The Executive Board accepts the fiduciary responsibility to administer the planning and implementation programs carried out with these funds.
- Section 4.** The Executive Director or designee is authorized to enter into agreements with the Texas Department of Transportation for each project specified in Attachment 1.
- Section 5.** NCTCOG is authorized to expend funds for the projects and in the amounts specified in Attachment 1.

Section 6. The Executive Director or designee is authorized to enter into agreements with other partners to carry out these programs, including agreements for the receipt of local match.

Section 7. This resolution shall be in effect immediately upon its adoption.

Tom Lombard, President
North Central Texas Council of Governments
Councilmember, North Richland Hills

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on February 22, 2018.

J.D. Clark, Secretary-Treasurer
North Central Texas Council of Governments
County Judge, Wise County

ATTACHMENT 1

Program Title	Funding Source	Match Source	Original Funding Amount	Additional/New Funding Amount	Total Funding Amount	Fiscal Year*	Program Status
Approval for Additional Funds							
Harry Hines Boulevard From Akard Street	STBG	TDC	\$0	\$1,000,000	\$1,000,000	2019	New
McKinney Avenue Transit Authority M-Line Extension From Uptown	STBG	TDC	\$0	\$1,000,000	\$1,000,000	2018	New

* Fiscal Year denotes funding year in which funds are programmed in the Transportation Improvement Program. However, funds may be spent over multiple years depending on project requirements and schedules, pursuant to this authorization.
 ^ Continuation of existing project under a new agreement.

TOTAL \$0 \$2,000,000 \$2,000,000



North Central Texas Council of Governments

Item 13

Exhibit: 2018-02-13-TR

MEETING DATE: February 22, 2018

FROM: Michael Morris, P.E.
Director of Transportation

SUBJECT: Resolution Approving Modifications to the FY2018 and FY2019 Unified Planning Work Program for Regional Transportation Planning

The Unified Planning Work Program for Regional Transportation Planning (UPWP) is required by federal and State transportation planning regulations and provides a summary of the transportation and related air quality planning tasks to be conducted by Metropolitan Planning Organization (MPO) staff. The FY2018 and FY2019 UPWP was approved by the Regional Transportation Council (RTC) and NCTCOG Executive Board in July 2017 and identifies the activities to be carried out between October 1, 2017, and September 30, 2019. The first set of modifications to the FY2018 and FY2019 UPWP were approved by the RTC and Executive Board in October 2017.

Listed below is the second set of proposed modifications to the FY2018 and FY2019 UPWP. Included in these amendments are project updates and funding adjustments. The proposed modifications were presented at the January 9, 10 and 16, 2018, public meetings. No public comments were received. The Regional Transportation Council took action to approve the modifications at its February 8, 2018, meeting.

Transportation Planning Fund (TPF) Modifications

- 4.04 Performance-Based Planning and Coordination (program \$50,000 Transportation Planning Funds [TPF] to support continued staff coordination on performance-based planning activities to ensure federal and state initiatives are fully integrated into NCTCOG's planning process)
- 5.02 Subarea Studies and Local Government Assistance – Comprehensive Transportation Planning Studies and Technical Support (update text to reflect the addition of thoroughfare planning assistance for the Cities of Lake Worth and White Settlement)

Other Funding Source Modifications

- 2.01 Travel Forecasting Support – Regional Travel Data Collection, Transit Travel Survey (add text to reflect work activities for the Fort Worth Transportation Authority on a comparison of automatic passenger counters [APCs] against observed passenger counts to validate the accuracy of the APC devices)

- 3.03 Air Quality Management and Operations – Technology Improvements (program \$150,000 RTC Local to serve as a backstop for the development phase of the Clean Technologies Revolving Loan Program to fund emission-reduction strategies; funds to be repaid if local matching funds are collected)
- 3.03 Air Quality Management and Operations – Partnerships and Collaborations (move \$24,685 Department of Energy [DOE] funds from Subtask 3.04, add \$20,315 DOE funds, and add text to reflect movement of DFW Clean Cities Coalition work activities to Subtask 3.03 from Subtask 3.04)
- 3.04 Transportation and Air Quality Communications – Air Quality Public Education and Communication and Clean Cities Program (remove \$24,685 DOE funds and text referencing DFW Clean Cities Coalition work activities as a result of the movement to Subtask 3.03 noted above and update text in Air Quality Public Education and Communication to add work on transportation initiatives, in addition to air quality)
- 3.06 Transit Operations – FTA Urban Funding Grant Administration (program \$1,108,720 Federal Transit Administration [FTA] 5307 and 5310 funds as a result of FY2018 budget adjustment due to the identification of actual dollars through executed grant agreement and Fiscal Year 2017 close out)
- 5.01 Regional Transportation Studies – North Texas Tollway Authority Feasibility Studies and Strategic Corridor Initiatives (per a request from the City of Dallas, update text to remove the Trinity Parkway from the lists of potential corridors to be studied)
- 5.01 Regional Transportation Studies – Harry Hines Boulevard Corridor Study from Loop 12 to Downtown Dallas (remove local funding as match and replace with TDCs)
- 5.01 Regional Transportation Studies – M-Line Extension Feasibility Study (remove local funding as match and replace with TDCs)

The following modifications have previously been approved by the NCTCOG Executive Board and are now being incorporated into the Unified Planning Work Program:

- 2.01 Travel Forecasting Support – Regional Travel Model (program \$5,000 Transportation Planning Funds [TPF] to reflect full authorized funding amount of \$50,000 in FY2018; work was not begun in late FY2017 as originally anticipated on the University Partnership Program project regarding managed lanes in travel modeling)

- 2.02 Transportation Data Management – Data-Supported Transportation Operations and Planning (D-STOP) in the Dallas-Fort Worth Area (carry over FY2017 funding balance of \$25,041 RTC Local funds into FY2018 to support the completion of the University Partnership Program project on Travel Modeling in an Era of Connected and Automated Transportation Systems: An Investigation in the Dallas-Fort Worth Area, Year II)
- 3.03 Air Quality Management and Operations – Technology Improvements (program \$2,090,742 Environmental Protection Agency [EPA] funds and \$5,050,099 local funds as match to reflect receipt of grant award under the Clean Diesel Funding Assistance Program for projects that replace older diesel vehicles and equipment with new, low-emissions vehicles or equipment)
- 3.03 Air Quality Management and Operations – Technology Improvements (in response to the Governor’s veto of AirCheckTexas funding, program \$1,000,000 Surface Transportation Block Grant Program [STBG] funds with Transportation Development Credits [TDCs] as funding match to support NCTCOG staff work activities in administering the remaining approximately \$28,000,000 in FY2016 and FY2017 AirCheckTexas funds for the region through FY2019)
- 3.03 Air Quality Management and Operations – Partnerships and Collaborations (in response to the Governor’s veto of air quality funding, program \$150,000 STBG funds with TDCs as funding match to support Hood County’s clean air efforts through FY2019 in an effort to help keep Hood County from being designated as non-attainment)
- 3.05 Public Transportation Planning and Management Studies – Regional Public Transportation Coordination and Planning (program \$5,000 TPF to reflect full authorized funding amount of \$50,000 in FY2018; work was not begun in late FY2017 as originally anticipated on the University Partnership Program project regarding access to opportunity)
- 3.06 Transit Operations – FTA Urban Funding Grant Administration (program \$495,000 FTA 5310, 5316, and 5317 funds to support the implementation of the Enhanced Mobility of Seniors and Individuals with Disabilities Program, the Job Access/Reverse Commute Program, and the New Freedom Program)
- 5.10 Regional Military and Community Coordination – Regional Joint Land-use Study (program remaining unspent \$22,140 Department of Defense [DOD] funds and \$2,460 local funds to support continued staff activities related to compatible development surrounding military installations; add project text)

A draft resolution supporting approval of the proposed UPWP modifications is attached for Executive Board consideration. Staff will provide a brief presentation on this item and will be available to answer any questions prior to requesting Board approval.

vpj
Attachment

**RESOLUTION APPROVING
MODIFICATIONS TO THE FY2018 AND FY2019 UNIFIED PLANNING WORK PROGRAM
FOR REGIONAL TRANSPORTATION PLANNING**

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG has been designated as the Metropolitan Planning Organization (MPO) for the Dallas-Fort Worth Metropolitan Area by the Governor of the State of Texas in accordance with federal law; and,

WHEREAS, the Regional Transportation Council (RTC), comprised primarily of local elected officials, is the regional transportation policy body associated with NCTCOG, and has been and continues to be a forum for cooperative decisions on transportation; and,

WHEREAS, federal law, Fixing America's Surface Transportation (FAST) Act, assigns the MPO the responsibility for carrying out the metropolitan planning process, in cooperation with the State and operators of publicly owned transit services; and,

WHEREAS, FAST assigns the MPO the responsibility for development of a Unified Planning Work Program which addresses the planning priorities of the metropolitan area and describes the metropolitan transportation and related air quality planning activities to be undertaken and capital purchases to be made to support the planning process; and,

WHEREAS, the FY2018 and FY2019 Unified Planning Work Program for Regional Transportation Planning was approved by the Regional Transportation Council and the NCTCOG Executive Board in July 2017; and,

WHEREAS, updates to existing projects and funding adjustments have resulted in the need to amend the FY2018 and FY2019 Unified Planning Work Program; and

WHEREAS, the proposed modifications to the FY2018 and FY2019 Unified Planning Work Program for Regional Transportation Planning were approved by the Regional Transportation Council on February 8, 2018.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The Executive Board approves Amendment #2 to the FY2018 and FY2019 Unified Planning Work Program for Regional Transportation Planning.

Section 2. The FY2018 budget is hereby amended to incorporate the resources associated with the approval of this resolution.

Section 3. This resolution shall be in effect immediately upon its adoption.

Tom Lombard, President
North Central Texas Council of Governments
Councilmember, City of North Richland Hills

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on February 22, 2018.

J.D. Clark, Secretary-Treasurer
North Central Texas Council of Governments
County Judge, Wise County



North Central Texas Council of Governments

Item 14

Exhibit: 2018-02-14-TR

MEETING DATE: February 22, 2018

FROM: Michael Morris, P.E.
Director of Transportation

SUBJECT: Resolution Authorizing an Agreement with Swagit Productions, LLC,
for Video Web Hosting Service and Equipment/Maintenance

In 2015, the Texas Legislature adopted Senate Bill 1237, which requires a metropolitan planning organization that serves one or more counties with a population of 350,000 or more to broadcast over the Internet live video and audio of each open meeting held by the policy board. Subsequently, the videos must be archived and made available through a web site. The North Central Texas Council of Governments (NCTCOG) Transportation Department has purchased equipment and has been utilizing video web hosting services for the Regional Transportation Council meetings and public outreach meetings, as well as other Transportation Department and Agency meetings. The current contract for this service expires in April 2018. Subtask 1.02 of the Unified Planning Work Program for Regional Transportation Planning, Program Administration, supports audio and visual activities for meetings including equipment/maintenance.

On December 1, 2017, NCTCOG issued a Request for Proposals (RFP) for consultant assistance to provide video web hosting service and equipment/maintenance for various regularly scheduled meetings held by NCTCOG. These include the meetings of the Executive Board, Regional Transportation Council, and the Workforce Development Board. One firm submitted a proposal in response to the RFP. The Consultant Selection Committee met on January 17, 2018, to review and evaluate the proposal and recommends Swagit Productions, LLC, to complete the scope of work for this project. This contractor is the current provider of these services. There is no Disadvantaged Business Enterprise (DBE) participation for this project.

A draft resolution authorizing execution of an agreement with Swagit Productions, LLC, to provide video web hosting service and equipment/maintenance for various regularly scheduled meetings, in an amount not to exceed \$61,000 over a five-year period, is attached for Executive Board consideration. The initial annual cost is \$22,840 for equipment and services, with four optional annual renewals of \$9,540 each for continuation of services. Funding for this effort will be provided through a combination of funds from Transportation, Agency Administration, and Workforce Development based on usage of services. Transportation will utilize RTC Local funds for transportation-related meetings. I will provide a brief presentation on this item and will be available to answer any questions prior to requesting Board approval.

EB:tmb
Attachment

RESOLUTION AUTHORIZING AN AGREEMENT WITH SWAGIT PRODUCTIONS, LLC, FOR VIDEO WEB HOSTING SERVICE AND EQUIPMENT/MAINTENANCE

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG has been designated as the Metropolitan Planning Organization (MPO) for the Dallas-Fort Worth Metropolitan Area by the Governor of the State of Texas in accordance with federal law; and

WHEREAS, the Regional Transportation Council (RTC), comprised primarily of local elected officials, is the regional transportation policy body associated with NCTCOG, and has been and continues to be a forum for cooperative decisions on transportation; and,

WHEREAS, the Texas Legislature adopted Senate Bill 1237, which requires a metropolitan planning organization that serves one or more counties with a population of 350,000 or more to broadcast over the Internet live video and audio of each open meeting held by the policy board; and,

WHEREAS, Subtask 1.02 of the Fiscal Year (FY) 2018 and FY 2019 Unified Planning Work Program includes activities related to Program Administration, which supports audio and visual activities for meetings including equipment/maintenance; and,

WHEREAS, NCTCOG has complied with federal and state regulations regarding contract and procurement proceedings; and,

WHEREAS, Swagit Productions, LLC, has been recommended by the Consultant Selection Committee to provide video web hosting service and equipment/maintenance.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. An agreement between NCTCOG and Swagit Productions, LLC, for video web hosting service and the purchase, installation, and service of audio and video equipment, in an amount not to exceed \$61,000, be and is hereby approved.

Section 2. The Executive Director or designee is authorized to execute an agreement with Swagit Productions, LLC, to carry out this initiative in the name of the North Central Texas Council of Governments.

Section 3. This resolution shall be in effect immediately upon its adoption.

Tom Lombard, President
North Central Texas Council of Governments
Councilmember, North Richland Hills

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on February 22, 2018.

J.D. Clark, Secretary-Treasurer
North Central Texas Council of Governments
County Judge, Wise County



North Central Texas Council of Governments

Item 15

Exhibit: 2018-02-15-TR

MEETING DATE: February 22, 2018

FROM: Michael Morris, P.E.
Director of Transportation

SUBJECT: Resolution Authorizing an Interlocal Agreement with the Texas A&M
Transportation Institute to Conduct an Oversize/Overweight Heavy-
Duty Vehicle Emissions Impact Study

In July 2017, the North Central Texas Council of Governments (NCTCOG) executed an agreement with the Texas Department of Transportation to study the contribution of oversize/overweight heavy-duty vehicles' emissions as they operate with varying loads on a day-to-day basis traveling in/through the Dallas-Fort Worth nonattainment area. NCTCOG staff is seeking Executive Board approval to enter into an interlocal agreement with Texas A&M Transportation Institute (TTI) for an amount not to exceed \$415,000.

Staff is requesting authorization to partner with TTI for the development of data sets, investigation of heavy-duty vehicle activities, emissions testing, and data analyses for the completion of a study. A final report will document the work performed and summarize methodologies, outcomes, and next steps.

A draft resolution authorizing execution of an interlocal agreement with TTI in an amount not to exceed \$415,000 is attached. The funding source for this project is Congestion Mitigation and Air Quality Improvement Program funds utilizing Transportation Development Credits as the local match. I will provide a brief presentation of this item and will be available to answer any questions prior to requesting Board approval.

JB:ch
Attachment

**RESOLUTION AUTHORIZING AN INTERLOCAL AGREEMENT WITH THE TEXAS A&M
TRANSPORTATION INSTITUTE TO CONDUCT AN OVERSIZE/OVERWEIGHT HEAVY-DUTY
VEHICLE EMISSIONS IMPACT STUDY**

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG has been designated as the Metropolitan Planning Organization (MPO) for the Dallas-Fort Worth Metropolitan Area by the Governor of the State of Texas in accordance with federal law; and,

WHEREAS, the Regional Transportation Council (RTC), comprised primarily of local elected officials, is the regional transportation policy body associated with NCTCOG, and has been and continues to be a forum for cooperative decisions on transportation; and,

WHEREAS, the Dallas-Fort Worth region is in nonattainment of the federal air quality standard for ozone and NCTCOG is actively involved in the development and implementation of the State Implementation Plan for air quality; and,

WHEREAS, Subtask 3.03 of the Fiscal Year (FY) 2018 and (FY) 2019 Unified Planning Work Program for Regional Transportation Planning includes evaluation of oversize/overweight heavy-duty vehicles and emissions impacts on air quality; and,

WHEREAS, the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code, provides authority for NCTCOG to enter into an agreement with the Texas A&M Transportation Institute for the provision of governmental functions and services of mutual interest.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. An agreement between NCTCOG and the Texas A&M Transportation Institute in an amount not to exceed \$415,000 be and is hereby approved.

Section 2. The Executive Director or designee is authorized to execute necessary agreements in the name of the North Central Texas Council of Governments to carry out the initiatives described herein.

Section 3. This resolution shall be in effect immediately upon its adoption.

Tom Lombard, President
North Central Texas Council of Governments
Councilmember, North Richland Hills

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on February 22, 2018.

J.D. Clark, Secretary-Treasurer
North Central Texas Council of Governments
County Judge, Wise County



North Central Texas Council of Governments

Item 16

Exhibit: 2018-02-16-TR

MEETING DATE: February 22, 2018

FROM: Michael Morris, P.E.
Director of Transportation

SUBJECT: Resolution Authorizing Agreements for the Blue-Green-Grey
Application for New Ideas

In October 2017, the North Central Texas Council of Governments (NCTCOG) announced the Blue-Green-Grey Application for New Ideas funding opportunity. Eligible projects were to be in the 12-county Metropolitan Planning Area and address innovative outcomes focused on three elements – Blue (water), Green (environment), and Grey (transportation infrastructure). Eligible applicants could include teams of individuals, private firms, and governmental agencies and could receive a maximum award of \$50,000.

NCTCOG received a total of 53 applications. The Selection Committee met on December 1, 2017, to review and evaluate applications and recommended awards for the following projects:

- City of Southlake – Burney Lane Biofiltration System
- City of Farmers Branch – Green Bus Stop Design Guidelines
- Dallas Area Rapid Transit – Community Gardens Hatcher Station Pilot

The Regional Transportation Council approved awards for these projects on February 8, 2018. Executive Board approval will be requested to enter into agreements for implementation of these projects, in an amount not to exceed \$110,000. Regional Transportation Council Local funds will be used to fund these awards.

A draft resolution authorizing execution of agreements is attached for Executive Board consideration. I will provide a brief presentation on this item and will be available to answer any questions prior to requesting Board approval.

EB:tmb
Attachment

**RESOLUTION AUTHORIZING AGREEMENTS FOR THE BLUE-GREEN-GREY
APPLICATION FOR NEW IDEAS**

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG has been designated as the Metropolitan Planning Organization for the Dallas-Fort Worth Metropolitan Area by the Governor of the State of Texas in accordance with federal law; and,

WHEREAS, the Regional Transportation Council (RTC), comprised primarily of local elected officials, is the regional transportation policy body associated with NCTCOG, and has been and continues to be a forum for cooperative decisions on transportation; and,

WHEREAS, on October 4, 2017, NCTCOG released the Blue-Green-Grey Application for New Ideas funding opportunity for innovative projects within the twelve county Metropolitan Planning Area; and,

WHEREAS, on February 8, 2018, the RTC approved awards to the City of Southlake, City of Farmer's Branch, and Dallas Area Rapid Transit (DART); and,

WHEREAS, the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code, provides authority for NCTCOG to enter into an agreement with the City of Southlake, City of Farmer's Branch, and DART for the provision of governmental functions and services of mutual interest.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. An agreement between NCTCOG and the City of Southlake in an amount not to exceed \$50,000, be and is hereby approved.

Section 2. An agreement between NCTCOG and the City of Farmer's Branch in an amount not to exceed \$30,000, be and is hereby approved.

Section 3. An agreement between NCTCOG and Dallas Area Rapid Transit in an amount not to exceed \$30,000, be and is hereby approved.

Section 4. The Executive Director or designee is authorized to execute necessary agreements in the name of the North Central Texas Council of Governments to carry out the initiatives described herein.

Section 5. This resolution shall be in effect immediately upon its adoption.

Tom Lombard, President
North Central Texas Council of Governments
Councilmember, North Richland Hills

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on February 22, 2018.

J.D. Clark, Secretary-Treasurer
North Central Texas Council of Governments
County Judge, Wise County



North Central Texas Council of Governments

Item 17

Exhibit: 2018-02-17-TR

MEETING DATE: February 22, 2018

FROM: Michael Morris, P.E.
Director of Transportation

SUBJECT: Resolution Authorizing an Agreement with Schrickel, Rollins and Associates, Inc., for Preliminary Engineering Study of Midlothian Waxahachie Regional Trail

The North Central Texas Council of Governments (NCTCOG) has received Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds to provide a preliminary engineering study. As part of this effort, NCTCOG is coordinating with Ellis County, the City of Midlothian, and the City of Waxahachie to complete a 15 percent design schematic and environmental summary.

In November 2017, NCTCOG issued a Request for Proposals (RFP) to solicit consultant assistance to prepare a 15 percent design development schematic and environmental summary for a Regional Veloweb shared-use path (trail) facility in Ellis County Texas. The Consultant Selection Committee (CSC) met on January 9, 2018, to review and evaluate the proposals. The CSC recommends the proposal from Schrickel, Rollins and Associates, Inc., to complete the scope of work for this project. Schrickel, Rollins and Associates, Inc., commits to a Disadvantaged Business Enterprise (DBE) participation goal of 31.92 percent.

A draft resolution authorizing a contract with Schrickel, Rollins and Associates, Inc., in an amount not to exceed \$240,000, is attached for Executive Board consideration. I will provide a brief presentation of this item and will be available to answer any questions prior to requesting Board approval.

PR:tmb
Attachments

RESOLUTION AUTHORIZING AN AGREEMENT WITH SCHRICKEL, ROLLINS AND ASSOCIATES, INC., FOR PRELIMINARY ENGINEERING STUDY OF MIDLOTHIAN WAXAHACHIE REGIONAL TRAIL

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG has been designated as the Metropolitan Planning Organization (MPO) for the Dallas-Fort Worth Metropolitan Area by the Governor of Texas in accordance with federal law; and,

WHEREAS, the Regional Transportation Council (RTC), comprised primarily of local elected officials, is the regional transportation policy body associated with NCTCOG, and has been and continues to be a forum for cooperative decisions on transportation; and,

WHEREAS, on October 13, 2016, the RTC authorized the programming of Congestion Mitigation and Air Quality Improvement Program (CMAQ) and associated local match funds for planning and implementation programs to be administered and managed by NCTCOG; and,

WHEREAS, element 5.03 of the Fiscal Year (FY) 2018 and FY 2019 Unified Planning Work Program includes activities related to bicycle and pedestrian engineering; and,

WHEREAS, NCTCOG has complied with federal and state regulations regarding contract and procurement proceedings; and,

WHEREAS, Schrickel, Rollins and Associates, Inc., has been recommended by the Consultant Selection Committee to provide a preliminary engineering study for the Midlothian Waxahachie Regional Trail.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. A contract between NCTCOG and Schrickel, Rollins and Associates, Inc., in an amount not to exceed \$240,000, be and is hereby approved.

Section 2. The Executive Director or designee is authorized to execute a contract with Schrickel, Rollins and Associates, Inc., to carry out this initiative in the name of the North Central Texas Council of Governments.

Section 3. This resolution shall be in effect immediately upon its adoption.

Tom Lombard, President
North Central Texas Council of Governments
Councilmember, City of North Richland Hills

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on February 22, 2018.

J.D. Clark, Secretary-Treasurer
North Central Texas Council of Governments
County Judge, Wise County



North Central Texas Council of Governments

Item 18

Exhibit: 2018-02-18-CJ

MEETING DATE: February 22, 2018

FROM: Kelly Schmidt
Criminal Justice Program Administrator

SUBJECT: Resolution Adopting FY 2019 Criminal Justice Grants Policies and Procedures

The Office of the Governor's Criminal Justice Division (CJD) and the North Central Texas Council of Governments (NCTCOG) have an Interlocal Cooperation Agreement to provide services to units of local government, ISDs, and non-profit agencies.

Among many services, NCTCOG is responsible for reviewing and scoring local agencies' criminal justice grant applications. In this capacity, NCTCOG is required to adopt Policies and Procedures that guide the application process. This document is attached for Board review and approval.

On December 20, 2017, the Criminal Justice Policy Development Committee (CJPDC), which is appointed by the NCTCOG Executive Board, reviewed and approved the FY 2019 Policies and Procedures and recommends Executive Board adoption.

The most significant change is the revision to section 3.3.1 to accommodate non-profits as eligible applicants in the Justice Assistance Grant (JAG) category. Other revisions include updates to grant period timeframes, minor sentence restructuring for clarity, and date revisions.

A draft resolution adopting the FY 2019 Criminal Justice Grants Policies and Procedures is attached for Executive Board consideration.

I will be available February 22nd should you or the Board have questions.

Thank you.

Resolution Adopting FY 2019 Criminal Justice Grants Policies and Procedures

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, the North Central Texas Council of Governments is responsible for reviewing and scoring local agencies' criminal justice grant applications; and,

WHEREAS, the Criminal Justice Division's Interlocal Cooperation Agreement with NCTCOG requires Criminal Justice Grants Policies and Procedures to be adopted by NCTCOG's Executive Board; and

WHEREAS, the Criminal Justice Policy Development Committee (CJPDC), which is appointed by the Executive Board, reviewed, approved and recommended Executive Board adoption of the Fiscal Year 2019 Criminal Justice Grants Policies and Procedures on December 20, 2017.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. The NCTCOG Executive Board adopts the Fiscal Year 2019 Criminal Justice Grants Policies and Procedures, included in Attachment 1.

Section 2. This resolution shall be in effect immediately upon its adoption.

Tom Lombard, President
North Central Texas Council of Governments
Councilmember, City of North Richland Hills

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on February 22, 2018.

J.D. Clark, Secretary-Treasurer
North Central Texas Council of Governments
County Judge, Wise County

Criminal Justice Policy Development Committee Policies and Procedures

The following policies and procedures define rules and regulations governing the application processes for Office of the Governor's Criminal Justice Division (CJD) programs. CJD has identified four core program areas:

- General Victim Assistance (GVA) Direct Services Program
- Justice Assistance Grant (JAG) Program
- Juvenile Justice Grant (JJ) Program
- Violence Against Women (VAW) Justice and Training Program

In addition, these policies and procedures govern the operation of the North Central Texas Council of Governments (NCTCOG) Criminal Justice Program as outlined in the Interlocal Cooperation Agreement between CJD and NCTCOG as it relates to NCTCOG's Criminal Justice Policy Development Committee (CJPDC).

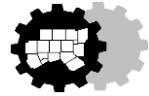
NCTCOG shall provide general planning and coordination activities for issues related to criminal justice, juvenile justice, delinquency prevention, victims services, and related topics throughout the year. Such services may include providing feedback on, input to, or communicating CJD's real or proposed priorities.

1. COMPLIANCE WITH ADMINISTRATIVE RULES

- 1.1. All policies, rules, and regulations set forth in this document are in compliance with the Texas Administrative Code (TAC), Title 1, Part 1, Chapter 3.
- 1.2. Section 3.1 of the Texas Administrative Code; Applicability: Subchapters A through F of this chapter apply to all applications for funding and grants submitted to the Office of the Governor's Criminal Justice Division (CJD). Subchapter A covers the general provisions for grant funding. Subchapter B addresses budget rules for grant funding. Subchapter D provides rules detailing the conditions CJD may place on grants. Subchapter E sets out the rules related to administering grants. Subchapter F specifies rules regarding program monitoring and audits.

2. APPLICATION WORKSHOP ATTENDANCE REQUIREMENT

- 2.1. Prior to each grant cycle, NCTCOG's Criminal Justice Program staff will hold mandatory Grant Application Workshops. Workshop schedules will be posted on NCTCOG's Criminal Justice Program website.



During the application process COG staff will provide current grantees, potential applicants, and other requestors a copy of the scoring instrument, the criteria used in the scoring of applications, and other relevant materials.

In addition, COG staff will provide information on the policies and procedures to potential applicants.

2.2. MANDATORY ATTENDANCE:

- 2.2.1. Attendance is mandatory for all FY19 applicants wishing to submit a new application and/or a continuation application in Juvenile Justice, JAG, or Violence Against Women.
- 2.2.2. Attendance is mandatory for agencies that are not currently funded in the General Victim Assistance category and wish to submit a new FY19 GVA application.
- 2.2.3. Attendance is mandatory for agencies currently funded with a 12-month GVA grant operating 10-1-2017 through 9-30-2018 that wish to submit an FY19 GVA *continuation and/or new* application.
- 2.2.4. Attendance is mandatory for agencies currently funded with a 24-month GVA grant operating 10-1-2016 through 9-30-2018 that wish to submit an FY19 GVA *continuation and/or new* application.
- 2.2.5. Agencies currently funded with a 24-month GVA grant operating 10-1-2017 through 9-30-2019 are NOT required to attend an FY19 GVA Grant Application Workshop unless they wish to submit a distinctly different project that extends beyond the scope of the currently funded project.

2.3. TECHNICAL ASSISTANCE: Applicants may request technical assistance from Criminal Justice Program staff during the development of applications prior to submission. CJD staff will also provide technical assistance on the operation of eGrants applications.

2.4. NCTCOG may require that additional information be submitted directly to NCTCOG for scoring purposes. Applications received on incorrect NCTCOG forms will be marked as ineligible and will not be scored.

2.5. DEADLINES: Application submission deadlines will be set by CJD and eGrants applications in all program categories will be submitted directly to the Criminal Justice Division electronically.

NCTCOG may require that additional information be submitted directly to NCTCOG for scoring purposes. NCTCOG-required items include the NCTCOG Addendum and applicable Cooperative Working Agreements and/or Letters of Intent.



Egrants submissions and all NCTCOG-required documents are due by the CJD-determined due date. Deadlines are final. No late eGrants applications or NCTCOG-required information will be accepted, without exceptions. There is no appeal process.

3. FUNDING GUIDELINES

3.1. LOCAL PRIORITIES AND STRATEGIC PLANNING:

3.1.1. Local needs and priorities will be identified through the strategic planning process, with guidelines set forth by CJD. The criminal justice needs relevant to the plan include, but are not limited to: criminal justice system improvements, juvenile justice system improvements, direct victim services, mental health, and substance abuse treatment. Local priorities will be presented to applicants during mandatory grant application workshops and will be incorporated into the scoring criteria.

Local needs and priorities for the strategic planning process may be gathered via electronic surveys, on-site meetings, or other reasonable methods.

NCTCOG will evaluate, update and submit the Strategic Plan and an Executive Summary by a deadline set by CJD.

3.1.2. Grant application workshop attendees will be made aware of the importance of justice-related strategic planning. All strategic planning documents will be posted on NCTCOG's website.

3.2. **APPLICANT ELIGIBILITY:** Eligibility for funding is determined by CJD and applicant agencies must adhere to guidelines set forth by CJD in the Funding Announcement (FA) as posted in the Texas Register. Funding allocated to NCTCOG's 16-county region may only serve the NCTCOG region. Therefore, applicants desiring to serve counties in other COG regions must submit a separate application to that COG and follow the policies and procedures set forth by each.

3.2.1. Agencies that receive funds directly from their state association or directly from CJD for basic service programs must apply directly through their state association or CJD and may not apply for funds that are allocated to NCTCOG's region. Examples include but are not limited to: Children's Advocacy Centers and Court Appointed Special Advocates.

3.2.2. CJD will make the final determination as to which funding source is most appropriate for each application.

3.3. **FUNDING LIMITATIONS:** For the FY19 grant cycle, the following guidelines apply to the four program categories:



3.3.1. Justice Assistance Grant (JAG) Program:

3.3.1.1. Non-Profit Applicant Agencies (including hospitals and faith-based organizations): A suggested cap of \$50,000 has been placed on new JAG applications being scored and prioritized.

3.3.1.2. Units of Local Government, ISDs, Native American tribes, Councils of Governments, State Agencies, Colleges and Universities:

3.3.1.2.1. A suggested cap of \$80,000 has been placed on new JAG applications being scored and prioritized that benefit one (1) service area/jurisdiction.

3.3.1.2.2. A suggested cap of \$160,000 has been placed on new JAG applications being scored and prioritized that benefit two (2) service areas/jurisdictions.*

3.3.1.2.3. A suggested cap of \$240,000 has been placed on new JAG applications being scored and prioritized that benefit three (3) or more service areas/jurisdictions.*

* JAG collaboration projects may be subject to additional supporting documentation at the time of grant submittal. Supporting documents may include items such as Letters of Intent from all collaborators and Cooperative Working Agreements. JAG collaboration documents are due by the CJD-determined due date (see Section 2.5).

3.3.2. Juvenile Justice Grant Program: A suggested cap of \$100,000 has been placed on new applications being scored and prioritized.

3.3.3. Violence Against Women Justice and Training Program: A suggested cap of \$100,000 has been placed on new applications being scored and prioritized.

3.3.4. Continuation projects in the above program categories in year two or three for FY19 may either continue in the 3-year cycle at the currently funded amount or submit the project as “new”, follow the new funding limitations and enter back in the competition to be scored.

3.3.5. General Victim Assistance Direct Services Program: Per direction from CJD, funding limits do not apply for *new* applications submitted in this category.

3.3.6. All Program Categories: Regardless of category, the CJPDC has the discretion to recommend an application at a reduced amount.



3.4. APPLICATION LIMITATIONS:

- 3.4.1. For the FY19 grant cycle, an agency may submit no more than two (2) new distinctly different projects to be scored in the following categories:

Juvenile Justice Grant Program*
Violence Against Women Justice and Training Program*

- 3.4.2 Justice Assistance Grant (JAG) Program*: For the FY19 grant cycle, an agency may submit no more than one new JAG application to be scored.

*EXCEPTION: The exception applies only to government entities. For cities and counties with distinct departments, each department may submit no more than two (2) new applications to be scored in Juvenile Justice and Violence Against Women and no more than one (1) new application to be scored in JAG. For example, a county's juvenile probation department, district attorney's office and sheriff's office may each submit up to two (2) new distinctly different applications in Juvenile Justice and Violence Against Women and one JAG application. A government entity is not limited in the number of their departments that apply.

- 3.4.3 General Victim Assistance Direct Services: The application limit will not apply to the General Victim Assistance category.

3.5. APPLICATION CYCLES:

- 3.5.1. Justice Assistance Grant (JAG) projects:

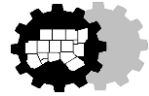
- 3.5.1.1. A one-year prioritization cycle applies to all new FY19 JAG projects.
- 3.5.1.2. JAG staffing-based continuation projects funded in FY17 and FY18 will remain in their three-year prioritization cycle until the cycle expires. CJD will not make funding allocations directly to the COG's, therefore a recommendation for these continuation projects only means the application will be scored the first year, and will move up the priority level for the subsequent prioritization year(s) without being scored again.

- 3.5.2. Juvenile Justice Local Grant projects:

- 3.5.2.1. A three-year prioritization cycle applies to the Juvenile Justice Local Grant Program.
- 3.5.2.2. Based on scoring results, the CJPDC and NCTCOG's Executive Board will develop priority list recommendations for a period of three years for Juvenile Justice applications (equipment-only projects are one-year recommendations; evaluation projects are two-year recommendations).



- 3.5.2.3. CJD will not make funding allocations directly to the COG's, therefore a recommendation for a multi-year period only means the application will be scored the first year, and will move up the priority level for the subsequent prioritization year(s) without being scored again.
 - 3.5.2.4. For FY19, new Juvenile Justice projects will enter the application cycle at 100% of the awarded amount in the first year, and will be prioritized at 100% of the original awarded amount for the second and third year of the three-year prioritization cycle.
- 3.5.3. Violence Against Women Justice and Training projects:
- 3.5.3.1. A three-year prioritization cycle applies to the Violence Against Women Justice and Training Program.
 - 3.5.3.2. Based on scoring results, the CJPDC and NCTCOG's Executive Board will develop priority list recommendations for a period of three years for Violence Against Women applications (equipment-only projects are one-year recommendations; evaluation projects are two-year recommendations).
 - 3.5.3.3. CJD will not make funding allocations directly to the COG's, therefore a recommendation for a multi-year period only means the application will be scored the first year, and will move up the priority level for the subsequent prioritization year(s) without being scored again.
 - 3.5.3.4. For FY19, new Violence Against Women projects will enter the application cycle at 100% of the awarded amount in the first year, and will be prioritized at 100% of the original awarded amount for the second and third year of the three-year prioritization cycle.
- 3.5.4. General Victim Assistance projects:
- 3.5.4.1. All funded FY19 General Victim Assistance projects will have a 12-month (new projects) or 24-month grant period (continuation projects). COG will make prioritization recommendations of no more than two consecutive grant periods.
 - 3.5.4.2. Based on scoring results, the CJPDC and NCTCOG's Executive Board will develop priority list recommendations for a period of two consecutive grant periods for General Victim Assistance applications.
 - 3.5.4.3. Two-grant-cycle approval may occur when the applicant is seeking funds to perform program evaluation.



- 3.5.4.4. CJD will not make funding allocations directly to the COG's, therefore a recommendation for two consecutive grant periods only means the General Victim Assistance application will be scored during the initial submission, and will move up the priority level for the second grant period without being scored again.
- 3.5.4.5. For FY19, new projects funded in the General Victim Assistance program category will enter the two-grant period prioritization cycle at 100% of the awarded amount in the first grant period, and will be prioritized at 100% of the original awarded amount for the subsequent grant period.*

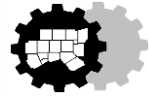
*If the first grant period covers 12 months and CJD allows subsequent grant period to cover 24 months, the 24 month continuation application may request no more than twice the amount awarded for the 12-month project.

3.5.5. All Funding Categories:

- 3.5.5.1. All final funding decisions are made by CJD, and an NCTCOG recommendation is not a guarantee of funding.
- 3.5.5.2. Applications funded by CJD out of prioritization order will be one-grant period commitments.
- 3.5.5.3. Grant Adjustment Policy: An authorized person for a funded project will notify NCTCOG in writing prior to submitting a grant adjustment request through the CJD eGrants system. Should NCTCOG staff determine the adjustment results in a deviation from the scope of services presented in the original application, the grant adjustment request may be forwarded to the CJPDC for review. If the CJPDC determines the change in budget or scope of the funded project impacts how the project would have been prioritized, the prioritization may be withdrawn and future recommendations may be affected.

4. APPLICATION REVIEW AND SCORING PROCESS

- 4.1. Applications will be scored by members of the CJPDC.
- 4.2. PROJECT SCORING CRITERIA: The CJPDC-approved scoring criteria will be used to evaluate each new application submitted for review.
- 4.3. MINIMUM SCORE: A minimum score of seventy (70) is required for a project to be recommended for funding regardless of program category.



4.4. PROJECT SCORING PROCESS:

- 4.4.1. Once CJD determines the eligibility of applications within a program category, the applications will be forwarded to NCTCOG for scoring and prioritization.
- 4.4.2. In order to promote uniformity in scoring of applications, each CJPDC member will participate in scoring training provided by NCTCOG Criminal Justice Program staff.
- 4.4.3. When necessary, as a result of the number of submitted applications for review, scoring, and prioritization, NCTCOG staff will divide the CJPDC members into scoring teams. NCTCOG Criminal Justice program staff will attempt to divide members into teams with a system that maintains diversity of CJD multi-disciplinary representation of members and considers prior history of individual member's scoring average.
- 4.4.4. Scores from each scoring team member will be recorded, totaled, and averaged with the other team member scores for each individual project. The average score for each application will be used to rank the applications from high to low which will determine the NCTCOG-recommended priority within each program category.
- 4.4.5. In the event of a tie score when the projects are ranked, staff will delete a high score and a low score until the tie is broken. Projects will be placed on the priority list in the order of the tiebreaker score.

For example: Project 1 and Project 2 both have an average of 85.0000. After removing the high and low individual scores from each project, Project 1 now has an average of 84.333333 and Project 2 has an average of 86.55555. Project 2 will be listed above Project 1 on the priority ranking list.

- 4.5. **VENDOR HOLD:** NCTCOG shall provide technical assistance throughout the contract period to grantee organizations placed on CJD's Vendor Hold list. NCTCOG shall provide the CJPDC with a list of grantees that were contacted and the reason those grantees were shown on the vendor hold list.

5. NCTCOG RECOMMENDATIONS FOR FUNDING

- 5.1. The CJPDC must make funding recommendations on applications based upon local criminal justice priorities identified in the COG's strategic plan; the eligibility, reasonableness, and cost-effectiveness of the proposed project; and current NCTCOG policies and procedures. The CJPDC has the discretion to recommend an application at a reduced amount.

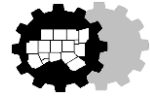


- 5.1.1. The CJPDC will make priority recommendations to NCTCOG's Executive Board. The Executive Board will make the final determination on the CJPDC priority lists.
- 5.1.2. Following Executive Board endorsement, applicants will be notified within fourteen (14) calendar days that their application was either "Recommended for Funding" or "Not Recommended for Funding" to the Criminal Justice Division. Spreadsheets identifying the scores and priority ranking for each program category will be posted on the NCTCOG website, which will include the following statement:

"After the Criminal Justice Advisory Committee prioritizes the grant applications and the COG's governing body approves the priority listing, the COG submits the written priority listing to CJD. Based upon the COG's priority listing, CJD will verify the eligibility, reasonableness and cost-effectiveness strategy of the proposed project, and the availability of funding, and will render final funding decisions on these grant applications. The COG will notify grantees of any changes in the funding recommendations."

5.2. PRIORITY RANKING PROCEDURE:

- 5.2.1. NCTCOG staff will place all continuation projects in their priority ranking from the previous year in each program category. All applications will maintain their initial score until the prioritization period expires.
- 5.2.2. New projects will be placed in priority (according to score, high to low) immediately following continuation projects in each program category.
- 5.2.3. If a project is deemed ineligible either by CJD, NCTCOG staff or the CJPDC, it will be listed on a priority ranking as "ineligible" directly below eligible applications.
- 5.2.4. In the event more than one agency submits an application for identical services serving the same geographical area and each receives a "recommended for funding" score, the CJPDC will determine if the geographic area to be served is sufficient to support more than one program. If not, the organization receiving the highest score will be recommended for funding and the lower-scored application(s) will not be recommended for funding.
- 5.2.5. The CJPDC reserves the right not to recommend a project based upon chronic or egregious violations including but not limited to CJD monitoring reports verifying non-compliance, failure to complete CJD-required program progress reports and/or CJD-required financial reports, misuse of CJD funds, or at the discretion of the CJD.



5.2.6. In the event CJD provides NCTCOG with projected allocations for a project category, and if there are insufficient applications recommended for funding with a minimum score of 70 points to expend the allocation, the CJPDC may continue to recommend projects in ranking order until the funding is expended or a minimum score of 60 points is reached.

5.3. **CRIMINAL JUSTICE DIVISION FUNDING ANNOUNCEMENT (FA):** The Criminal Justice Division will notify the Councils of Government when the FAs for all program categories are posted in the Texas Register. NCTCOG's Criminal Justice Program staff will then notify current grantees and potential applicants of the posting, the grant application workshop schedule, and the location of the grant application on the CJD website.

5.4. **EX-PARTE CONTACT:** Any form of contact between a committee member and an applicant agency's representative, employee or contractor in which the application or the scoring of the application is discussed is prohibited. Such contact should immediately be reported to NCTCOG's Criminal Justice Programs staff. Such contact may result in an applicant agency being ineligible for future funding consideration.

6. CRIMINAL JUSTICE POLICY DEVELOPMENT COMMITTEE

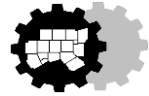
6.1. **MEMBERSHIP:** The CJPDC is a multi-disciplinary representation of members from the North Central Texas region.

6.1.1. The representation must include citizens or parents, substance abuse prevention, education, juvenile justice, law enforcement, mental health, non-profit organizations, municipalities, counties, prosecution or courts, and victim services. No single group may constitute more than one-third (1/3) of the Committee.

6.1.2. Membership shall roughly reflect a county's percentage of the region's population. Every attempt will be made to have at least one representative from each of the region's 16 counties.

6.1.3. NCTCOG's Executive Board will appoint new members, to serve staggered three-year terms, ending December 31st of each calendar year, with a maximum committee size of fifty members. Every effort will be made to balance committee representation based on county population.

6.1.4. The Committee includes a permanent representative for each of the following agencies: City of Dallas and City of Fort Worth Police Departments; Dallas County and Tarrant County Sheriff's Offices; Dallas County and Tarrant County District Attorney's Offices; Dallas County and Tarrant County Juvenile Probation Departments; Dallas County and Tarrant County Community Supervision and Corrections Department (Adult Probation).



6.1.4.1. One alternate may be designated for the above referenced permanent representatives. If the designated alternate is scoring applications for a program category, the alternate must attend a CJPDC Scoring Training session and be present at the program category scoring review(s).

6.1.5. New member nominations may be solicited from a variety of sources, including elected officials, current members, strategic planning participants, and community contacts. Members in good standing may serve two consecutive 3-year terms.

6.1.6. Appointed members are expected to attend each meeting to carry out the grant review and prioritization process and other CJPDC business.

6.1.7. A quorum is at least 50% of the Committee's active membership. A vote may be carried by a majority of those Committee members participating at a meeting at which a quorum is present.

6.2. OFFICERS & DUTIES:

6.2.1. During the last quarter of the calendar year, a Nominations Subcommittee will be appointed by the Chairperson to develop a list of candidates for the committee's consideration. This Subcommittee will include the Chair, or in the Chair's absence, the Vice-Chair and at least four (4) other Committee members.

6.2.2. The Chair will:

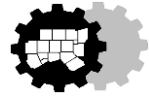
- Preside at all meetings of the CJPDC
- Call regular and special meetings of the CJPDC
- Appoint temporary sub-committees at his/her discretion to perform specific tasks related to the business of the CJPDC
- Appoint special sub-committees at his/her discretion

6.2.3. The Vice-Chair will:

- Act as the presiding officer during the absence or incapacity of the Chair and shall have all the duties, responsibilities, powers, and privileges of the Chair

6.2.4. TERM OF OFFICE - Term of office for officers shall be limited to two one-year terms. He/she must be a Committee member and not a designated alternate, and be recommended to NCTCOG's Executive Board for confirmation annually.

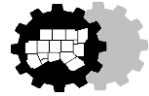
6.2.5. VACANCY- In the event of a vacancy for the position of any officer, the Committee will recommend a replacement to the Executive Board no later than the next regular meeting following notification that such vacancy exists.



- 6.3. NCTCOG will ensure that all NCTCOG governing board meetings and meetings of the CJPDC (with a quorum present) at which CJD related matters are discussed comply with the Texas Open Meetings Act, Texas Government Code Chapter 551.
- 6.4. Regular meetings will be held to review and modify the Policies and Procedures for a new grant cycle and to address other business the CJPDC deems necessary. Special sessions will be held for new member orientation, scoring training, and grant application team reviews.
- 6.5. NCTCOG will maintain a written record documenting all CJPDC proceedings related to CJD business. Processed minutes must be certified with the signature of a CJPDC member who was in attendance at the meeting.
- 6.6 NCTCOG shall retain the Records for a period of seven (7) years after the final payment by CJD under the terms of this Agreement with the following qualification: if any audit, claim, or litigation is initiated before the expiration of the seven-year period, the Records shall be retained until the audit, claim, or litigation is resolved or until the end of the regular seven-year period, whichever is later. At the end of the seven-year period, NCTCOG shall request disposition instructions for the Records from CJD, and shall dispose of the Records in accordance with CJD's instructions.
- 6.7 CONFLICT OF INTEREST POLICY: NCTCOG shall ensure that members of NCTCOG's governing body, the CJPDC, and NCTCOG staff abstain from scoring and voting on any grant application, other than a grant application submitted by NCTCOG, during the prioritization process if the member or an individual related to the member within the third degree by consanguinity or within the second degree by affinity:
 - Is employed by the applicant agency and works for the unit or division that would administer the grant, if awarded;
 - Serves on any governing board that oversees the unit or division that would administer the grant, if awarded;
 - Owns or controls any interest in a business entity or other non-governmental organization that benefits, directly or indirectly, from activities with the applicant agency; or
 - Receives any funds, or a substantial amount of tangible goods or routine services, from the applicant agency as a result of the grant, if awarded.

If a CJPDC member has a conflict of interest regarding a particular grant application, NCTCOG will ensure that the CJPDC member is not assigned, and will not review, that application. A CJPDC member that has a conflict of interest regarding a particular grant application must vacate the CJPDC meeting room whenever that application is presented to or reviewed by the CJPDC, and the member must not take part in or be present for any discussion on the application with any other member of CJPDC.

If any applicant, CJPDC member, NCTCOG personnel or other individual has reason to believe that favoritism or inappropriate actions were displayed during the scoring or prioritization of projects, NCTCOG shall ensure that the concerns are shared with CJD as soon as possible.



7. PUBLIC INFORMATION ACT REQUESTS

- 7.1. NCTCOG shall notify CJD of any Public Information Act or media request received by NCTCOG relating to any application for CJD funding or CJD-funded grant program no later than one (1) business day after receiving the request. The notification shall include the name of the requestor, the date the request was received by NCTCOG, and a description of the information requested. NCTCOG shall give CJD opportunity to review any information prior to release, if requested by CJD.

- 7.2 NCTCOG shall notify CJD as to its response to any Public Information Act or media request received by the NCTCOG relating to any application for CJD funding or CJD-related grant program no later than one (1) business day after providing its response to the requestor. The notification shall include a description of the response (or a copy of the response, if the request was made to the requestor in writing), any responsive documents, the date the response was provided to the requestor, and the name of the NCTCOG staff person who responded to the request. NCTCOG shall provide CJD with any responsive documents provided to the requestor, if requested by CJD.



North Central Texas Council of Governments

Item 19

Exhibit: 2018-02-19-ED

MEETING DATE: February 22, 2018

FROM: Edith Marvin, P.E.
Program Director, Environment & Development Department

SUBJECT: Resolution Authorizing A Contract With One Rain, Inc. For Flood Management Software For Participating Governmental Entities

In response to member requests, the North Central Texas Council of Governments (NCTCOG), in collaboration with the region's Flood Management Task Force and NCTCOG's cooperative purchasing program, known as North Texas SHARE, conducted a procurement to contract with a vendor to provide a common technology solution that will collect, analyze, and display data from rain gauges throughout the region. The procurement effort resulted in two proposals and the regional evaluation committee is recommending One Rain, Inc., as the selected vendor. This software will enable communities to see one another's data in real time as storms track across the region. Additionally, data will be shared automatically with program partners such as the Texas Water Development Board, the National Weather Service and others.

The initial investment for this regional solution will cost approximately \$43,000 to setup the servers and framework to support the program. One Rain, Inc. will host the servers and provide system administrator services to support the regional program. Local entities interested in participating in the regional program will be able to purchase a license and services at approximately 40% savings from the vendor's current individual price list. A minimum of ten (10) entities will need to participate in order for the NCTCOG to recover the cost of the initial \$43,000 investment. Any entities that participate beyond the initial ten (10) result in a self-sustaining shared services model.

The City of McKinney will be the first entity to participate in this shared solution. They are the recipient of a grant through the Texas Water Development Board and will be an early adopter to assist in building out the program. Other entities have shown interest in participating based upon a survey sent to members of the Flood Management Task Force and other local committee members. Based upon this feedback, as well as available funding options for members through the Texas Water Development Board, NCTCOG staff is projecting the program may add as many as ten (10) entities per year, over the next five (5) years. To view a presentation by OneRain on this software that was provided to our communities on November 17, 2017 click this link: http://www.nctcog.org/envir/committees/trcv/FMTF/NCTCOG_OneRain.pdf.

Due to the shared nature of this program and the shared technology platform, NCTCOG will serve as the conduit for payment between One Rain, Inc. and participating entities. Costs incurred under this contract are reimbursed to the NCTCOG from the participating entities. Entities will access the contract through the North Texas SHARE Master Interlocal Agreement and enter into a Services Agreement with the NCTCOG for one-time implementation costs and the recurring annual subscription fee.

A draft resolution authorizing a contract with One Rain, Inc., for flood management software for a maximum five (5) year term and in an amount not to exceed \$500,000, is attached for Executive Board consideration. This authorized amount will cover initial implementations costs and basic services for fifty (50) participating entities and will allow for an additional \$50,000.00 of optional services, such as importing historical data or other technical projects that entities may elect to purchase. I will provide a brief presentation and be available to answer any questions prior to requesting Board approval.

RESOLUTION AUTHORIZING A CONTRACT WITH ONE RAIN, INC. FOR FLOOD MANAGEMENT SOFTWARE FOR PARTICIPATING GOVERNMENTAL ENTITIES

WHEREAS, the North Central Texas Council of Governments (NCTCOG) is a Texas political subdivision and non-profit corporation organized and operating under Texas Local Government Code Chapter 391 as the regional planning commission for the 16-county North Central Texas region; and,

WHEREAS, NCTCOG is a voluntary association of, by and for local governments established to assist in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development; and,

WHEREAS, NCTCOG has conducted a procurement and, following evaluation, is recommending One Rain, Inc., as the selected vendor; and,

WHEREAS, local governments may wish to purchase this flood warning software solution due to the anticipated cost savings utilizing the regional program; and,

WHEREAS, costs to be incurred under this contract are reimbursed to the NCTCOG from participating entities; and,

WHEREAS, NCTCOG has complied with federal and state regulations regarding contract and procurement proceedings.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

- Section 1.** A contract between NCTCOG and One Rain, Inc., for flood management software, for a maximum five (5) year term and in a total amount not to exceed \$500,000.00, be and is hereby approved.
- Section 2.** The Executive Director or designee is authorized to execute a contract with One Rain, Inc., in the name of the North Central Texas Council of Governments.
- Section 3.** The Executive Director or designee is authorized to execute contractual agreements necessary to carry out this program with participating entities, including receipt of local funds, in the name of the North Central Texas Council of Governments.
- Section 4.** This resolution shall be in effect immediately upon its adoption.

Tom Lombard, President
North Central Texas Council of Governments
Councilmember, North Richland Hills

I hereby certify that this resolution was adopted by the Executive Board of the North Central Texas Council of Governments on February 22, 2018.

J.D. Clark, Secretary-Treasurer
North Central Texas Council of Governments
County Judge, Wise County



North Central Texas Council of Governments

Item 20

Exhibit: 2018-02-20-CJ

MEETING DATE: February 22, 2018

FROM: Kelly Schmidt
Criminal Justice Program Administrator

SUBJECT: Appointments to the Criminal Justice Policy Development Committee (CJPDC)

The Criminal Justice Policy Development Committee (CJPDC) reviews funding requests for local justice-related grants. Members serve as the grant review and priority-setting committee for approximately \$29.8 million in law enforcement, courts, juvenile and victims' services funds.

According to the Office of the Governor's Criminal Justice Division (CJD) guidelines, membership of the committee must include representatives from the following areas: citizens or parents, substance abuse prevention, education, juvenile justice, law enforcement, mental health, counties, municipalities, nonprofit organizations, prosecution or courts, and victim services. In addition, the Interagency Cooperation Agreement with CJD requires that no one category exceed one-third of the total membership.

Per the Committee's approved Policies and Procedures, membership reflects the geographic area's percentage of the region's population. Every attempt has been made to have at least one representative from each of this region's 16 counties.

The CJPDC Nominations Subcommittee reviewed all nominations and presents for Executive Board approval nine (9) new appointment recommendations. Additionally, of the continuing members, five (5) are recommended to be reappointed to another three-year term.

Also per the Policies and Procedures, Committee officers include a Chair and Vice-Chair. With that in mind, the CJPDC Nominations Subcommittee recommends for Chair and Vice-Chair Chief Deputy Craig Johnson, Wise County Sheriff's Office, and Ms. Julie Monge, Collin County Teen Court Coordinator/Juvenile Case Manager, respectively.

I will be available February 22nd should you or the Board have questions.

Thank you.

PRIMARY RESPONSIBILITY OF COMMITTEE

The Criminal Justice Policy Development Committee is appointed by and serves at the pleasure of NCTCOG's Executive Board. This Committee assists the Executive Board in establishing criminal justice planning policy and priorities, reviews requests for criminal justice funding, and encourages public awareness of criminal justice matters.

NUMBER OF COMMITTEE MEMBERS

Not more than 50

TERMS OF MEMBERSHIP

Terms of membership are based on staggered three-year terms with approximately one-third of the membership appointed each year. There may be years when the one-third provision does not work because of early retirements from the Committee, reappointments, and members fulfilling one of the ten permanent positions.

STANDARD MEETING DATE

The Committee meets as needed, usually no more than six times a year.

SPECIAL REQUIREMENTS

The composition of the Committee includes representation from the following sectors, per NCTCOG's contract with the Office of the Governor's Criminal Justice Division:

- Citizens or Parents
- Counties
- Municipalities
- Substance Abuse Prevention
- Education
- Juvenile Justice
- Law Enforcement
- Mental Health
- Nonprofit Organizations
- Prosecution or Courts
- Victim Services

**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS
CRIMINAL JUSTICE POLICY DEVELOPMENT COMMITTEE**

Officers

Name		Title	Entity	Committee Status / County
Mr. Craig	Johnson	Chief Deputy	Wise County Sheriff's Office	Chair – Wise County
Ms. Julie	Monge	Teen Court Coordinator/Juvenile Case Manager	Collin County	Vice Chair – Collin County

Proposed New Members:

Name		Title	Entity	Committee Status / County
Mr. Mike	Allen	Mayor	City of Mineral Wells	Proposed New Member – Palo Pinto County (self-nominated)
Mr. Jeff	Caponera	Chief of Police	City of Anna	Proposed New Member – Collin County (self-nominated)
Ms. Shay	Cathey	Senior Policy Advisor	Dallas County	Proposed New Member – Dallas County (Recommended by County Judge Clay Jenkins)
Mr. Robert	Duckworth	Mental Health Counselor	Hunt County Juvenile Services	Proposed New Member – Hunt County (Recommended by Laura Sandlin, Chief Probation Officer, Hunt County Juvenile Services)
Ms. Johanna	Friedel	Project Director of 21 st Century Community Learning Center	Greenville ISD	Proposed New Member – Hunt County (self-nominated)
Ms. Kristen	Howell	Chief Executive Officer	Children's Advocacy Center for Denton County	Proposed New Member – Denton County (self-nominated)
Mr. Todd	Renshaw	Citizen-At-Large	Collin County	Proposed New Member – Collin County (Recommended by Collin County Sheriff Jim Skinner)
Ms. Carrie	West	Chief of Police	City of Willow Park	Proposed New Member – Parker County (self-nominated)
Ms. Erleigh	Norville Wiley	District Attorney	Kaufman County Criminal District Attorney's Office	Proposed New Member – Kaufman County (Recommended by County Judge J. Bruce Wood)

Reappointments

Name		Title	Entity	Committee Status / County
Mr. Craig	Johnson	Chief Deputy	Wise County Sheriff's Office	Wise County
Ms. Kelli	Martin	Research Unit Supervisor	Tarrant County CSCD	Tarrant County
Dr. Jennifer	Reingle Gonzalez	Associate Professor	UT School of Public Health	Dallas County
Mr. Duane	Steele	Deputy Director	Dallas County Pretrial Services	Dallas County
Ms. Carmen	White	Assistant District Attorney	Dallas County District Attorney's Office	Dallas County

Continuing Members

Name		Title	Entity	Committee Status / County
Mr. Rudy	Acosta	Deputy Director of Probation Services	Dallas County Juvenile Department	Dallas County
Mr. Sam	Allen	Community Service Liaison	City of Balch Springs	Dallas County
Ms. Patricia	Anthony	Citizen-At-Large	Dallas County	Dallas County
Judge Cody	Beauchamp	Municipal Court Judge	City of Corsicana	Navarro County
Ms. Deborah	Caddy	Director of Rape Crisis and Victims Services	The Womens Center	Tarrant County
Ms. Pam	Corder	Project Manager	Kaufman County	Kaufman County
Mr. Chris	Crawford	Deputy Chief of Police	City of Weatherford	Parker County
Ms. Kendra	Culpepper	District Attorney	Rockwall County Criminal District Attorney's Office	Rockwall County
Ms. Theresa	Donsbach	Executive Director	Youth and Family Counseling	Denton County
Ms. Michelle	Espy	Budget and Program Coordinator	Tarrant County CSCD	Tarrant County

Mr. Mitch	Galvan	Chief of Police	City of Granbury	Hood County
Mr. Dwayne	Griffin	Chief Deputy	Somervell County Sheriff's Office	Somervell County
Ms. Nancy	Hagan	Citizen-At-Large	Tarrant County	Tarrant County
Mr. Brian	Harvey	Chief of Police	City of Allen	Collin County
Ms. Gina	Kennedy	Grant Manager	Dallas County District Attorney's Office	Dallas County
Mr. Curt	Krohn	Senior Pastor	Faith Bible Church	Dallas County
Ms. Jodee	Lucero	President/Chief Executive Officer	Cross Timbers Family Services	Erath County
Ms. Angela	Miller	Grants Specialist, Fort Worth Police Department	City of Fort Worth	Tarrant County
Mr. Gary	McHone	Citizen-At-Large	Collin County	Collin County
Ms. Luann	Pelletier	Community Resource Development Supervisor	Tarrant County Juvenile Services	Tarrant County
Ms. Nikki	Rosenboom	Victim Services Supervisor	City of Arlington	Tarrant County
Mr. Toby	Ross	Director	Denton County CSCD	Denton County
Mr. Kevin	Rousseau	Assistant Criminal District Attorney	Tarrant County District Attorney's Office	Tarrant County
Mr. Jerry	Rucker	Records Manager	Tarrant County Sheriff's Office	Tarrant County
Mr. Robert	Severance	Chief of Police	City of Cleburne	Johnson County
Mr. Dale	Sigler	Assistant Chief of Police	City of Waxahachie	Ellis County
Mr. Tony	Simmons	Police Sergeant / Professional Standards Unit Supervisor	Town of Trophy Club	Denton County
Mr. Jerry	Stringer	Commissioner – Precinct 3	Johnson County	Johnson County
Mr. Thomas	Taylor	Assistant Director / Chief of Staff, Dallas Police Department	City of Dallas	Dallas County
Ms. Shawna	Turner	Lieutenant	Dallas County Sheriff's Office	Dallas County
Ms. Suzanne	Walters	Grant Writer	Dallas County CSCD	Dallas County
Judge Cheryl	Williams	Municipal Court Judge	City of Dallas	Dallas County
Mr. Jeff	Williams	Police Captain	City of North Richland Hills	Tarrant County
Mr. Kelly	Willis	Victim Assistance Supervisor	Tarrant County Juvenile Services	Tarrant County
Mr. Patrick	Wilson	County and District Attorney	Ellis County	Ellis County

Leaving Committee:

Name		Title	Entity	Committee Status / County
Mr. Chris	Alexander	Assistant Director	Denton County CSCD	Denton County
Dr. Kary	Cooper	Assistant Superintendent of District Services	Plano ISD	Collin County
Mr. Donald	Feare III	Law Enforcement Academy Program Coordinator	Weatherford College	Parker County
Ms. Holly	Griffin	Assistant District Attorney	Collin County District Attorney's Office	Collin County
Mr. Ernie	McCoulskey	Director	Kauf-Van Baptist Association	Kaufman County
Mr. John	Sands	Citizen-At-Large	Hunt County	Hunt County
Dr. Terry	Smith	Director	Dallas County Juvenile Services	Dallas County
Ms. Jewel	West	Director of Finance and Grant Management	Hunt County Rape Crisis Center / Children's Advocacy Center	Hunt County
Mr. Gary	Word	Senior Pastor	Cityview Community Church Assembly of God	Palo Pinto County



North Central Texas Council of Governments

Item 21

Exhibit: 2018-02-21-ED

MEETING DATE: February 22, 2018

FROM: Edith Marvin, P.E.
Director of Environment and Development

SUBJECT: Status Update Recognizing Local Government Designation in the SolSmart Program

The North Central Texas Council of Governments (NCTCOG) has completed the contract as SolSmart Advisor and would like to announce the successful designation of 5 local governments: the cities of Cedar Hill, SolSmart Gold; Denton, SolSmart Bronze; Kennedale, SolSmart Silver; Lewisville, SolSmart Bronze; and Plano, SolSmart Bronze.

[SolSmart](#) is a national designation program designed to recognize communities that have taken key steps to address local barriers to solar energy and foster the growth of mature local solar markets. The SolSmart designation team, led by the International City/County Management Association (ICMA), awards communities points based on the actions they take to reduce barriers to solar energy development, and receive designations of SolSmart Gold, Silver, and Bronze.

This program was funded through a grant from the U.S. Department of Energy's Sunshot Initiative. NCTCOG, in partnership with The Solar Foundation and Meister Consultants Group, served as advisor to our region by providing technical, administrative, and policy assistance to NCTCOG local government members. The Environment and Development Department and the Transportation Department's Air Quality Team hosted webinars, workshops, and one-on-one consultations with local communities who wished to participate in the SolSmart program.

As part of this status update, we would like to make the Executive Board members aware that The Solar Foundation has offered to continue assisting communities who are interested in participating in the SolSmart program. NCTCOG will continue to provide assistance and resources when available, including the maintenance of the resources located on the website www.GoSolarTexas.org.

A brief presentation of this item will be provided, and I will be available to answer any questions prior to requesting Board approval.

EXECUTIVE BOARD ATTENDANCE

June 2017 - May 2018

EXECUTIVE BOARD ATTENDANCE													
June 2017 - May 2018													
Name	June	July	August	September	October	November	December	January	February	March	April	May	TOTAL
Tom Lombard President	P	P	P	P	P	NM	P	P					7
Kevin Strength Vice-President	P	P	P	P	P	NM	P	P					7
J. D. Clark Secretary/Treasurer	P	P	A	P	P	NM	P	P					6
Lissa Smith Past President	P	A	P	A	P	NM	A	A					3
Doug Athas	A	P	P	A	A	NM	P	A					3
Kelly Gray	A	P	A	P	A	NM	P	A					3
Clay Jenkins	P	P	P	P	A	NM	P	A					5
Lee Kleinman	P	P	P	P	A	NM	A	A					4
Curtistene McCowan	A	P	P	P	P	NM	P	A					5
Bobbie Mitchell	P	A	A	P	P	NM	P	P					5
Nick Sanders	A	P	P	P	P	NM	A	P					5
Keith Self	P	P	P	A	P	NM	P	P					6
Ray Smith	P	P	P	P	P	NM	P	P					7
Glen Whitley	P	P	A	A	P	NM	P	P					5
Kathryn Wilemon	P	P	P	A	P	NM	P	A					5
Bruce Wood	P	A	A	P	P	NM	P	P					5
Paul Voelker	P	P	P	P	P	NM	P	P					7
Ron Simmons - Ex Officio, Non-Voting Member	A	A	A	P	A	NM	A	A					1
TOTAL PRESENT	13	14	12	13	13	NM	14	10					
Attendance Code:	P=Present A=Absence NM=No meeting												



North Central Texas Council of Governments

2018 NCTCOG Executive Board Calendar

March 22, 2018	Executive Board Meeting – NCTCOG Offices
April 26, 2018	Executive Board Meeting – NCTCOG Offices
May 24, 2018	Executive Board Meeting – NCTCOG Offices
JUNE 2018	GENERAL ASSEMBLY
June 28, 2018	Executive Board Meeting – NCTCOG Offices
July 26, 2018	Executive Board Meeting – NCTCOG Offices
August 23, 2018	Executive Board Meeting – NCTCOG Offices
September 27, 2018	Executive Board Meeting – NCTCOG Offices
October 25, 2018	Executive Board Meeting – NCTCOG Offices
November 15, 2018	Executive Board Meeting – NCTCOG Offices
December 20, 2018	Executive Board Meeting – NCTCOG Offices