

**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS  
EXECUTIVE BOARD MEETING  
November 19, 2020**

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The NCTCOG Executive Board meeting on November 19, 2020 was conducted as a videoconference meeting. Members of the public could view a livestream of the meeting at <https://nctcog.swagit.com/live>. Members of the public wishing to provide comment on an Agenda item could do so by calling a toll-free number.

President Smith called the regular meeting of the North Central Texas Council of Governments Executive Board to order at 1:02 pm on November 19, 2020. Mike Eastland called the role and determined there was a quorum of Board Members present.

**Members of the Board Present:**

**Members of the Board Absent:**

- |                       |                     |
|-----------------------|---------------------|
| 1. Ray Smith          | 9. Chris Hill       |
| 2. David Sweet        | 10. Clay Jenkins    |
| 3. J. D. Clark        | 11. Lee Kleinman    |
| 4. Tammy Dana-Bashian | 12. Bobbie Mitchell |
| 5. Kelly Allen-Gray   | 13. Kayci Prince    |
| 6. Gary Caplinger     | 14. Glen Whitley    |
| 7. Alfonso Campos     | 15. Yvonne Davis    |
| 8. Bill Heideman      |                     |

16. Andrew Piel

**Members of the Staff Present:**

Mike Eastland, Monte Mercer, Tim Barbee, Doni Green, Michael Morris, Edith Marvin, Molly McFadden, Molly Rendon, David Setzer, Christy Williams, Lucille Johnson, Stephanie Cecil, Dan Kessler, Ken Kirkpatrick

**REGULAR SESSION**

President Smith announced a moment of Silence to honor former Executive Board Vice-President, Mayor Curtistene McCowan, City of DeSoto.

**PUBLIC COMMENT ON AGENDA ITEMS**

President Smith announced that the Board would take public comment on Agenda items. The public telephone line was unmuted so that members of the public could comment on any item on the agenda. No one requested to speak to the Board. He closed the public comment and directed members of the public to view the livestream of the meeting online.

**ACTION:**

**Item 1 Approval of Minutes**

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

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

**Item 2 Resolution Authorizing Agreements for the Receipt of Funds for Planning and Implementation Programs from the Texas Department of Transportation**

Michael Morris, Director of Transportation, asked the Board to authorize the execution of necessary agreements for the receipt of approximately \$35,483,350 for planning and implementing programs to be administered and managed by NCTCOG in FY2021. He explained that The Regional Transportation Council (RTC) approved the

programming of funds for these projects at various times and will coordinate with the Texas Department of Transportation (TxDOT) to enter into agreements to receive the funds, which include:

- \$31,387,600 Surface Transportation Block Grant Program (STBG) funds
- \$1,040,000 Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds
- \$1,535,000 Regional Toll Revenue (RTR) funds
- \$555,000 State matching funds
- \$965,750 local participation funds provided by partner agencies
- 5,268,920 in Transportation Development Credits in lieu of match

Exhibit: 2020-11-02-TR

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

**Item 3 Resolution Approving Modifications to the FY2020 and FY2021 Unified Planning Work Program for Regional Transportation Planning**

Dan Kessler, Assistant Director of Transportation, requested approval of modifications to the FY2020 and FY2021 Unified Planning Work Program for Regional Transportation Planning (UPWP). He reviewed the proposed modifications to the plan, which included new initiatives, project updates and funding adjustments. The UPWP is required by the federal Fixing America's Surface Transportation (FAST) Act, which assigns the Metropolitan Planning Organization (MPO) the responsibility for carrying out the metropolitan planning process, in cooperation with the State and operators of publicly owned transit services.

Exhibit: 2020-11-03-TR

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

**Item 4 Resolution Authorizing Agreements with Local Governments Receiving Funding to Procure Data Collection Technology for Traffic Signal Retiming During Incidents**

Michael Morris, Director of Transportation, asked the Board to authorize agreements with the Cities of Dallas, Fort Worth and Irving for a total amount not to exceed \$1,329,633 (\$1,329,663 in Congestion Mitigation and Air Quality Improvement Program funds with RTC Transportation Development Credits used in lieu of local match) to implement data collection technology that will collect travel time, delay, and speed data needed to implement traffic signal retiming along frontage roads. The Dallas-Fort Worth region is in nonattainment of the federal air quality standard for ozone and the Traffic Signal Retiming During Incidents Program is included under Congestion Management Planning and Operations Programs in the Unified Planning Work Program as a strategy to help relieve congestion and improve air quality.

Exhibit: 2020-11-04-TR

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

**Item 5 Resolution Authorizing a Contract with B&B Wrecker Services for Wrecker Services on State Highway (SH) 121**

Michael Morris, Director of Transportation, requested authorization to enter into a one-year contract with B&B Wrecker Services for wrecker services on SH 121, in an amount not to exceed \$450,000 per year (with an annual option for renewal) using 80% Surface Transportation Block Grant Program funding and a 20% state match, provided by the Texas Department of Transportation. He explained that road improvements on SH 121, within the cities of Euless and Bedford, utilizing the shoulder during peak travel periods, will be opened to traffic in November 2020. A key component of utilizing the shoulder is the staging of tow trucks to respond quickly to incidents and to provide the additional daily services required for opening and closing the shoulder. City ordinances require the use of the cities contracted wrecker service provider, which is B&B Wrecker Services.

Exhibit: 2020-11-05-TR

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

**Item 6 Resolution Authorizing an Amendment to the Subrecipient Agreement with the McKinney Avenue Transit Authority Related to Rail Liability Insurance for Transit Service**

Michael Morris, Director of Transportation, requested authorization to amend the current agreement with the McKinney Avenue Transit Authority (MATA), for an additional, not to exceed \$400,000, (using Regional Toll Revenue funds) for emergency assistance with their annual renewal of rail liability insurance. He explained that MATA, a public transportation provider, requested emergency assistance as they faced an impending gap in insurance coverage because of various insurers exiting the rail market, and the associated increased policy costs. The Regional Transportation Council has previously programmed Regional Toll Revenue funds for the Sustainability of Transit Operations.

Exhibit: 2020-11-06-TR

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

**Item 7 Resolution Authorizing Agreements for Mobility-Related University Research Projects Advanced by the North Texas Center for Mobility Technologies**

Michael Morris, Director of Transportation, asked the Board to authorize agreements with the University of Texas at Arlington, University of North Texas, University of Texas at Dallas, and Southern Methodist University in an aggregate amount not to exceed \$2.5 million in Regional Transportation Council (RTC) local funds for mobility-related research projects. RTC funding will be supplemented by contributions made by the sponsor and by the universities conducting the research. He told the Board that the RTC approved funds as "seed money" for research on mobility-related technologies in connection with the region's efforts to attract the Virgin One Hyperloop Certification Center. With the assistance of the Texas Research Alliance (a project of the Dallas Regional Chamber and the Richardson Regional Chamber) these Universities have now organized into the North Texas Center for Mobility Technologies (NTCMT), with the goal of building a cooperative network of public research universities in Dallas-Fort Worth that can partner with mobility companies on research and development projects. In order to receive funding, research projects must meet the selection criteria established by the RTC.

Exhibit: 2020-11-07-TR

Upon a Motion by Mayor Pro Tem Prince (seconded by Mayor Dana-Bashian), and unanimous vote of all members present, the Board approved the resolution as presented.

**Item 8 Resolution Authorizing a Lease Amendment for the Terrell Workforce Center**

David Setzer, Director of Workforce Development, asked the Board to approve an amendment to the Terrell Workforce Center lease with CS & RF Investments LLC, for an additional 2,623 square feet of space and an extension of the lease term to make it coterminous with the proposed new lease. The combined average rental rate would not exceed \$16.53 per square foot (excluding taxes, insurance, common area maintenance, utilities, and janitorial). He reminded the Board of previous discussions regarding the process of integrating Texas Workforce Commission (TWC) Vocational Rehabilitation (VR) staff within workforce centers as space permits and explained that this additional space would be adequate for that use.

Exhibit: 2020-11-08-WD

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

**Item 9 Resolution Authorizing Contracts with McKesson and Grainger for Personal Protective Equipment (PPE) for Regional First Responders**

Molly McFadden, Director of Emergency Preparedness, asked the Board to authorize the purchase of Personal Protective Equipment (PPE) for regional first responders, in an amount not to exceed \$500,000, with McKesson

Medical-Surgical Government Solutions and Grainger. This purchase will address shortages of PPE in regional jurisdictions. The purchase will use State Homeland Security Grant Program (SHSP) de-obligated funds from previously approved projects that were unable to be completed due to COVID-19.

Exhibit: 2020-11-09-EP

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

**Item 10 Resolution Endorsing the Adoption of the 2020 Edition of the National Electrical Code with Regional Amendments**

Edith Marvin, Director of Environment and Development, asked the Board to endorse the 2020 National Electrical Code (2020 NEC) with regional amendments, encourage their adoption by all cities and counties in the North Central Texas region, and support activities that promote building code uniformity. She explained that the 2020 NEC is the most current nationally recognized industry standard for buildings and construction and that the Regional Codes Coordinating Committee (RCCC), through its Electrical Advisory Board, developed the regional amendments.

Exhibit: 2020-11-10-ED

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

**Item 11 Resolution Amending Contract Authorization with Taurus Commercial, Inc. for General Contractor Services**

Molly Rendon, Director of Administration, requested an amendment for a 10% increase to the current contract with Taurus Commercial, Inc. for General Contractor Services, with a new, not to exceed amount of \$770,000. She explained that this would address unexpected structural and code issues that caused an increase to the anticipated remodel costs for Phase II of the Centerpoint Campus remodel.

Exhibit: 2020-11-11-AA

Upon a Motion by Mayor Pro Tem Prince (seconded by Mayor Dana-Bashian), and unanimous vote of all members present, the Board approved the resolution as presented.

**Item 12 Resolution Authorizing Contract Negotiations with Dahill Office Technology Corporation dba Xerox Business Solutions Southwest for Xerox Multifunction Devices**

Molly Rendon, Director of Administration, asked the Board to authorize the Executive Director, Mike Eastland, to review current and anticipated business needs and negotiate an appropriate lease solution for Xerox Multifunction Devices with Dahill Office Technology Corporation (dba Xerox Business Solutions Southwest). The devices will be located on NCTCOG's Centerpoint Campus and at regional Workforce Centers. She explained that since there is no December 2020 Executive Board meeting, and this action must occur prior to December 31, 2020, staff is recommending an interim action that will be brought back to the Board at its next meeting.

Exhibit: 2020-11-122-AA

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

**Item 13 Resolution Authorizing Contracts with Fortiline Waterworks, Inc. and Apsco, Inc. for Water Supply Utility Materials and Parts**

Molly Rendon, Director of Administration, asked the Board to authorize a contract with Fortiline Waterworks, Inc. and Apsco, Inc. for water supply utility materials and parts for a maximum five-year term. The contract will be available for use by members of the NCTCOG SHARE cooperative purchasing program throughout the United States. These products represent historically utilized parts for which municipal public works departments require continual access in order to perform day-to-day operations. Since these products are primarily made of materials that are subject to tariffs and market volatility, vendors have historically been unable to guarantee pricing for a

period of more than one year. This contract will enable SHARE participants to purchase these parts for a consistent percentage discount, regardless of present market conditions.

Exhibit: 2020-11-13-AA

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

**Item 14 Consider Resolutions Appointing Member(s) and Officer(s) of the NCTCOG Executive Board**

In his memo to the Board, Mike Eastland explained that due to the death of Mayor McCowan of Desoto, who was Vice President of the Board, and the election loss of Mayor Shetter of Burleson, the Board has vacancies for two seats and an officer. He explained that according to the Bylaws, the remaining members of the Board appoint a replacement member to fill an unexpired term. This person must also represent an entity that is in the same population category as the member being replaced. In this case, Mayor McCowan represented a city in the population range of between 50,000 and 350,000 and Mayor Shetter represented a city of less than 50,000.

President Smith explained that he had conferenced with Secretary/Treasurer Sweet and the Executive Director. He informed the Board that they were recommending that Judge Sweet move up to Vice President and that Councilwoman Kelly Allen Gray be appointed Secretary/Treasurer. He noted that Councilmember Gray had agreed to serve in that capacity. For the two vacant seats, President Smith recommended the appointment of Councilmember John Ryan of Denton and Mayor Rick Carmona of Terrell. Both officials were previously nominated for these population categories during the most recent nomination process earlier this year.

Upon a Motion by Mayor Pro Tem Prince, (seconded by Councilmember Caplinger), and unanimous vote of all members present, the Board approved a resolution appointing Councilmember John Ryan of Denton to fill the vacancy for the unexpired term left by Mayor McCowan (representing a city in the population range between 50,000 and 350,000), and Mayor Rick Carmona of Terrell to fill the vacancy for the unexpired term left by Mayor Shetter (representing a city of less than 50,000).

Exhibit: 2020-11-14.1-EDO

Upon a Motion by Judge Whitley (seconded by Councilmember Caplinger) and unanimous vote of all members present, the Board approved a resolution appointing Judge David Sweet as Vice President to fill the officer vacancy for the unexpired term left by Mayor McCowan, and Councilmember Kelly Allen Gray as Secretary-Treasurer to fill the officer vacancy for the unexpired term of Judge David Sweet.

Exhibit: 2020-11-14.2-EDO

**APPOINTMENTS:**

**Item 15 Appointment to the North Central Texas Economic Development District Board (NCTEDD)**

Lucille Johnson, Assistant to the Executive Director, asked the Board to appoint Nika Reinecke to the North Central Texas Economic Development District Board (NCTEDD) to serve a three-year term and fill a vacant seat for a representative in the Principle Economic Interest Category. She explained that Ms. Reinecke brings more than 30 years of experience in Economic Development and Planning, having served as Director of Planning and Economic Development and Community Development for the cities of Keller and Lewisville. The NCTEDD Board functions as an advisory board to the NCTCOG Executive Board and guides the work of the region's Economic Development District, which is managed and staffed by NCTCOG.

Upon a Motion by Mayor Heidemann (seconded by Commissioner Mitchell), and unanimous vote of all members present, the Board approved the appointment.

## **STATUS REPORT:**

### **Item 16 Status Report on Award Received from Government Technology for Technology Innovation in Operations for the Project to Assist the Texas Workforce Commission with the Unemployment Claims**

Tim Barbee, Director of Research and Information Services, told the Board that NCTCOG received an award for Technology Innovation in Operations in the Special Districts Award Program from Government Technology. The Award was given for Program Assistance to the Texas Workforce Commission (TWC) with unemployment insurance (UI) claims. He noted that it took coordinated leadership in three areas for this project to be successful: Organizational Leadership from both NCTCOG and the TWC, technological leadership, and Workforce Center staff leadership.

At the beginning of the pandemic, unemployment claims increased exponentially, to such a magnitude that callers could not connect to the TWC to file UI claims. The TWC asked NCTCOG for help and proposed making technical accommodations to their systems so they could be accessed securely by non-state employees in order to assist with the increase in calls. NCTCOG had previously worked with TWC on many initiatives to consolidate and streamline services within the North Central Texas region, but during the early stages of the pandemic, it was very challenging to provide reliable access for NCTCOG's own systems, and much more so to provide assistance with systems managed and controlled by another organization. Integrating two organizations to tackle a unified challenge, especially in a time of uncertainty, is not an easy job. There were multiple technological hurdles that had to be overcome and NCTCOG staff approached the challenge with enthusiasm and hard work, gathering a team of approximately 20 individuals that met twice a day. The ultimate success of the project was dependent on 35 individuals identified to take on duties and provide services that were not a part of their normal responsibilities. These individuals wholeheartedly embraced the initiative and had to learn multiple new applications with very minimal formal training, while relying on TWC's knowledge base and how-to guides. It took only eight days from the time of the initial discussion to train a pilot group of 10 people. After the pilot group was operational, the solution was expanded to include over 35 workforce center staff members assisting TWC specifically with UI claims. As of September, NCTCOG had a total of 33 workforce center staff assist in over 100,000 cases. Overall, the program ended up with nearly 300 staff and over 650,000 cases worked across the state.

## **MISCELLANEOUS:**

### **Item 17 Old and New Business**

Mike Eastland commended and congratulated Lucille Johnson, Assistant to the Executive Director, and new employee Pritiben Patel, the Regional Economic Development Disaster Recovery Coordinator, for helping the region receive approximately \$19.2 million in available CARES ACT funding available through the US Economic Development Administration. He explained that to accomplish this, they spent many, many late nights and early mornings working with communities in the region who were competing for these grants.

Mr. Eastland briefed the Board on the most recent Governors call regarding COVID 19. He said that although masks were not mandated by the Governor, they were strongly encouraged as a way to reduce spread. He explained that most first responders are fatigued from the continuing ongoing spread of the virus.

Mr. Eastland also informed the Board that there would be no December Board meeting.

### **Item 18 Future Calendar and Attendance**

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

**EXECUTIVE SESSION:**

President Smith called the Executive Session to order at 2:08 pm, pursuant to the Open Meetings Act, Section 551.074, to deliberate regarding personnel matters, specifically, Item 19: Performance Review of Executive Director and Consideration of Compensation.

President Smith adjourned the Executive Session at 2:43 pm.

**RECONVENE REGULAR SESSION**

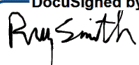
President Smith reconvened the Regular Session of the Executive Board at 2:44 pm.

**Item 19 Performance Review of Executive Director and Consideration of Compensation**

President Smith announced that no action was taken as a result of the Executive Session.


President Smith adjourned the meeting at 2:46 pm.

Approved by:

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Ray Smith, President  
North Central Texas Council of Governments  
Mayor, Town of Prosper

Checked by:

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Mike Eastland, Executive Director  
North Central Texas Council of Governments