

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

Minutes — January 26, 2023

Transportation Council Room | 616 Six Flags Drive | Arlington, Texas

Vice President Heidemann called the regular meeting of the North Central Texas Council of Governments Executive Board to order at 12:45 pm on January 26, 2023.

Members of the Board Present:

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|-------------------|----------------------|
| 1. Bill Heidemann | 9. Clyde Hairston |
| 2. Chris Hill | 10. Victoria Johnson |
| 3. David Sweet | 11. Todd Little |
| 4. Rick Carmona | 12. Linda Martin |
| 5. J.D. Clark | 13. Cara Mendelsohn |
| 6. Jorja Clemson | 14. Bobbie Mitchell |
| 7. Janet DePuy | 15. Tim O'Hare |
| 8. Carlos Flores | 16. Glenn Rogers |

Members of the Board Absent:

1. Andrew Piel
2. Clay Jenkins

Members of the Staff Present:

Mike Eastland, Monte Mercer, Molly Rendon, Tim Barbee, Doni Green, Michael Morris, Edith Marvin, Maribel Martinez, Phedra Redifer, Jerri Watson, Ken Kirkpatrick, James Powell, Michael Bort, Dan Kessler, Randy Richardson, Debra Kosarek, Chris Klaus, Kelly Schmidt, Jonathan Blackman, Prit Patel, Brian Dell

Visitors Present:

Emily Collins, District Director | Representative Bhojani

REGULAR SESSION

PUBLIC COMMENT ON AGENDA ITEMS

With the absence of President Piel, Vice President Heidemann opened the meeting for public comment and asked if there was anyone present wishing to speak. There being no one, he proceeded with the meeting.

ACTION:

Item 1 Approval of Minutes

Vice President Heidemann stated that the first item on the agenda was approval of the minutes from the December Board meeting.

Upon a Motion by Commissioner Mitchell (seconded by Mayor Carmona), and unanimous vote of all members present, the Board approved the minutes of the December 1, 2022, Executive Board meeting.

Item 2 Resolution to Accept and Approve the Quarterly Investment Report

Molly Rendon, Director of Administration, asked the Board to approve the Quarterly Investment Report for the quarter that ended December 31, 2022, as required by the Investment Policy and the Public Funds Investment Act.

The report shows the average rate of return, cumulative transactions and beginning and ending balances for the quarter.

Exhibit: 2023-01-02-AA

Councilmember Mendelsohn entered the meeting.

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

Item 3 Resolution Amending Contract Authorization for Temporary Staffing Services

Molly Rendon, Director of Administration, requested Board authorization amending the contracts for the nine (9) vendors contracted through TXShare cooperative contract #2021-005, increasing the cumulative amount by 25%, for a revised total to a not to exceed amount of \$937,500. She explained that the Board authorized the contracts with the vendors in July 2021 for maximum five (5) year terms and in a cumulative amount not to exceed \$750,000 for temporary staffing services utilizing its cooperative contracts available on TXShare. The requested increase is due to higher than projected utilization for temporary staffing services, due to myriad reasons being experienced industry-wide, including but not limited to, low unemployment rate of 3.5%, high turnover, and tight job market with higher pay/flexibility in hybrid accommodations.

Exhibit: 2023-01-03-AA

Mayor Pro Tem DePuy entered the meeting.

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

Item 4 Resolution Amending Contract Authorization for Retirement Consultant Services

Molly Rendon, Director of Administration, requested Board authorization amending the contract between AndCo Consulting, LLC., formerly known as The Bogdahn Group, LLC., extending the maximum term by one (1) year to a total of seven (7) years and increasing the not to exceed amount by 25% for a revised total not to exceed amount of \$187,500. She explained that NCTCOG utilizes AndCo Consulting, LLC., for services to include retirement policy management, investment analytics, project evaluation, audit compliance, and related services. The extension of one (1) year will assist in procurement of retirement consultant services over this fiscal year.

Exhibit: 2023-01-04-AA

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

Item 5 Resolution Amending Lease Authorization for NCTCOG Office Space

Randy Richardson, Assistant Director of Finance, requested Board approval for an amendment to increase the lease payment for office space at the NCTCOG headquarters by an amount of \$5,219,000. The additional space will accommodate RIS and Workforce staff. This additional payment will be added to the current lease obligation of \$46,440,618 for a total of \$51,659,618. The base lease originated in January 2017 for a 16-year term ending in March 2033. The additional lease amount of \$5,219,000 will be amortized over the remaining life of the original lease agreement.

Exhibit: 2023-01-05-AA

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

Item 6 Resolution Authorizing a Contract with The Olson Group Ltd. for Critical Infrastructure and Key Resources Strategic Plan Consulting Services

Maribel Martinez, Director of Emergency Preparedness, requested Board authorization to enter a contractual agreement with The Olson Group Ltd. to provide consulting services to develop a Critical Infrastructure and Key

Resources Strategic Plan for the region through funding provided by the Homeland Security Grant Program in an amount not to exceed \$152,000. The State Homeland Security Grant Program project is 100% funded with no local cost-share or match requirements. This project will utilize the cooperative purchasing HGAC-Buy Contract: HP08-21 All Hazards Preparedness, Planning, Consulting & Recovery Services.

Exhibit: 2023-01-06-EP

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

Item 7 Resolution Authorizing Submittal of a Consumer Recycling Education and Outreach Grant Application to the Environmental Protection Agency

Edith Marvin, Director of Environment & Development, requested Board authorization for submittal of a grant application to the Environmental Protection Agency's (EPA) Consumer Recycling Education and Outreach Grant Program in the amount of approximately \$2 million. She explained that the program was established through the Bipartisan Infrastructure Law and provides \$30 million for recycling education and outreach grants over the three-year period from 2023 - 2026. In response to this opportunity, NCTCOG's Environment and Development Department reached out to our membership with expertise in the solid waste field to gather and understand their input for the focus areas that best fit the needs of our region. Details of the proposed scope of work are still being explored, but the focus is on waste sectors other than the residential sector, such as schools and businesses. This funding opportunity supports efforts already underway with NCTCOG's regional materials management program with no cost sharing or matching funds required to be awarded.

Exhibit: 2023-01-07-ED

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

Item 8 Resolution Authorizing Agreement for the 2022 Regional Transportation Council/Dallas Area Rapid Transit Federal/Local Funding Partnership

Michael Morris, Director of Transportation, requested Board authorization to enter into an agreement with Dallas Area Rapid Transit (DART) to receive \$40,000,000 in local funds under the RTC/DART Federal/Local partnership, as approved by the Regional Transportation Council (RTC). He explained the RTC programmed \$44 million in federal transportation funds to the Silver Line Rail Project. In return, \$40 million of local funds will be received from DART and used to cash flow federal grant projects and replenish the RTC Local funding pool. The specific purpose of the funds will be provided in later Executive Board items.

Exhibit: 2023-01-08-TR

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

Item 9 Resolution Authorizing Financial Contribution to Medal of Honor Museum Foundation from NCTCOG for Leadership Initiatives

Michael Morris, Director of Transportation, requested Board authorization for the use of approximately \$1,895,000 in Regional Transportation Council (RTC) Local funds as a financial contribution to the Medal of Honor Museum Foundation for leadership initiatives on behalf of NCTCOG and consistent with RTC action on January 12, 2023, to support the Medal of Honor Institute. In recognition of this financial contribution, NCTCOG and the RTC will partner with the Leadership Institute on behalf of local governments across the Dallas-Fort Worth region to develop and participate in periodic public sector focused leadership forums and seminars to support the Museum's efforts on growing leadership. The contribution may apply towards transportation-related elements or where needed should other contributions or donations be received for the transportation components. He further stated that the RTC funds will be delivered to the museum accompanied by a letter signed by the RTC members. Judge Hill requested to add signatures of COG Board Members, and this was accepted.

Exhibit: 2023-01-09-TR

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

Item 10 Resolution Authorizing Amendment to Contract with Alta Planning + Design, Inc. for the Fort Worth to Dallas Regional Trail Branding and Wayfinding Project

Michael Morris, Director of Transportation, requested Board authorization amending the contract with Alta Planning + Design, Inc. to revise the scope of work to add development of design intent drawings to assist with consistent implementation of wayfinding signage standards developed and add an additional \$15,000 Local funds to the original not-to-exceed amount of \$250,000 for a new total contract amount not-to-exceed \$265,000. The goal of the project is to develop a unified branding and marketing package for preparation and promotion of the Fort Worth to Dallas Regional Trail as a local, State, and national attraction and is a regional collaboration among the five cities of Fort Worth, Arlington, Grand Prairie, Irving, and Dallas. The project is funded by \$125,000 from the Regional Transportation Council Local Sustainable Development pool and \$25,000 match from each of the five cities, for a total of \$250,000.

Exhibit: 2023-01-10-TR

Judge Little left the meeting and did not return.

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

Item 11 Resolution Authorizing Amendment to Contract with Forvis, LLC for Professional Services to Support Transit Accounting Models

Michael Morris, Director of Transportation, requested Board authorization amending the contract with Forvis, LLC (formerly known as BKD, LLP) to add an additional \$30,000 to the original not-to-exceed amount of \$250,000, for a new total contract amount not to exceed \$280,000 (\$280,000 Federal Transit Administration funds with 56,000 Transportation Development Credits in lieu of local match). The Board authorized the agreement in April 2021 for the performance of professional services for transit agencies that are subrecipients of NCTCOG in the Dallas-Fort Worth area. The addition of the \$30,000 (\$30,000 FTA and 6,000 in TDCs in lieu of local match) will allow Forvis to complete recommended improvements, that were identified during an initial assessment phase of the project, to transit agencies' financial systems and procedures. Forvis, LLC is committed to maintaining a 5 percent Disadvantaged Business Enterprise commitment.

Exhibit: 2023-01-11-TR

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

Item 12 Resolution Adopting FY 2024 Criminal Justice Program Policies and Procedures

Kelly Schmidt, Criminal Justice Program Administrator, asked the Board to approve the FY 2024 Policies and Procedures recommended by the Criminal Justice Policy Development Committee (CJPDC). She explained that the Statement of Work within the Interlocal Cooperation Agreement with the Criminal Justice Division of the Governor's Public Safety Office (PSO) specifies that NCTCOG is responsible for reviewing and scoring criminal justice grant applications from local agencies. In this capacity, NCTCOG is required to adopt Policies and Procedures that guide the application process and define committee responsibilities. The most significant changes include increasing the Violence Against Women funding category suggested cap from \$100,000 to \$150,000 and revising application limitations in the Criminal Justice Program-Justice Assistance Grant funding category (§§ 4.3.4., 4.4.2.1. and 4.5.1.4.). Other revisions include updates to grant period timeframes, minor sentence restructuring for clarity, and date revisions.

Exhibit: 2023-01-12-CJ

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

APPOINTMENTS:

Item 13 Appointments to the Criminal Justice Policy Development Committee

Kelly Schmidt, Criminal Justice Program Administrator, asked the Board to appoint the following members to the Criminal Justice Policy Development Committee (CJPDC):

Proposed Officers

Name	Title	Agency	Committee Status / County
Mr. Robert Severance III	Chief of Police	City of Cleburne	Chair – Johnson County
Mr. Tony Simmons	Citizen-At-Large	N/A	Vice Chair – Denton County

Proposed New Members:

Name	Title	Agency	Committee Status / County
Ms. Farrah Allen	Court Administrator	City of Allen	Proposed New Member – Collin County (Recommended by Julie Monge, Collin County Teen Court Administrator / Juvenile Case Manager and Lynn Hadnot, Director, Collin County Juvenile Services)
Mr. Shade Boulware	Assistant Superintendent of Leadership	Corsicana ISD	Proposed New Member – Navarro County (Recommended by Diane Frost, Superintendent, Corsicana ISD)
Mr. Jon Ciarletta	Lieutenant	Town of Trophy Club	Proposed New Member – Denton County (Self-nominated)
Ms. Marsha Edwards	Director of Special Programs	Dallas County District Attorney's Office*	Proposed New Rep for Dallas County DA's Office
Mr. Dan Harris Jr.	Chief of Police	City of Stephenville	Proposed New Member – Erath County (Self-nominated)
Ms. Jennifer Leslie	Division Manager – Grant Writer / Program Development	Dallas County CSCD*	Proposed New Rep for Dallas County CSCD
Mr. Boston Ross	Sergeant	Town of Fairview	Proposed New Member – Collin County (Self-nominated)
Mr. Phil Sorrells*	Criminal District Attorney	Tarrant County District Attorney's Office*	Tarrant County
*Alternate for Mr. Sorrells: Lindy Borchardt, Assistant Criminal District Attorney (also served as Ms. Wilson's alternate)			
Mr. Patrick Wiginton	Lieutenant	City of Granbury	Proposed New Member – Hood County (Nominated by Chief Mitch Galvan, City of Granbury)
Mr. Edward Wright	Captain	City of North Richland Hills	Proposed New Member – Tarrant County (Nominated by Chief Jeff Williams, City of Bedford)

*Per CJPDC policies, these agencies shall have a permanent representative.

Reappointments (3-year term)

Name	Title	Agency	County
Dr. Carlin Caliman	Juvenile Case & Diversion Program Manager	City of Arlington	Tarrant County
Mr. H. Lynn Hadnot	Director	Collin County Juvenile Services	Collin County
Ms. Jenny Krueger	CEO	Boys & Girls Clubs of Northeast Texas	Hunt County
Ms. Ellyce Lindberg	Division Chief of Grand Jury and Intake Division / Assistant District Attorney	Dallas County District Attorney's Office	Dallas County
Ms. Felicia Oliphant	First Assistant District Attorney	Rockwall County District Attorney's Office	Rockwall County

The Criminal Justice Policy Development Committee (CJPDC) assists the Executive Board in establishing criminal justice planning policy and priorities, reviews and prioritizes local requests for criminal justice funding, and encourages public awareness of criminal justice matters. All nominations were reviewed by the CJPDC Nominations Subcommittee.

Exhibit: 2023-01-13-CJ

Upon a Motion by Mayor Hairston (seconded by Judge O'Hare), and unanimous vote of all members present, the Board approved the appointments as presented.

Item 14 Appointment to the North Central Texas Economic Development District Board (NCTEDD)

Prit Patel, Senior Economic Development Manager, asked the Board to appoint Maegan South to the North Central Texas Economic Development District (NCTEDD) Board to serve a three-year term and fill a vacant seat for a representative with Tarrant County. She explained that Ms. South is the Economic Development Manager for Tarrant County and is recommended by the Tarrant County Commissioners Court. 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.

Exhibit: 2023-01-14-EDO

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

Item 15 Appointments to the Regional Aging Advisory Committee (RAAC) and Election of Officers

Doni Green, Director of Area Agency on Aging (AAA), asked the Board to appoint the following members and officers during the Calendar Year 2023 to the Regional Aging Advisory Committee (RAAC):

- Johnson County: Whitney Clotfelter (first-time nominee)
- Kaufman County: Dr. Bruce Wood (re-nominee)
- Palo Pinto County: Allan Sparkman (first-time nominee)
- Wise County: Debbie Bounds (re-nominee)
- President: Dan Roberts of Palo Pinto County
- Vice-President: Debbie Bounds of Wise County
- Secretary: Dave Brown of Rockwall County

The RAAC is appointed by NCTCOG's Executive Board and assists the Executive Board in the development and implementation of the area agency on aging plan for persons sixty years old and over in the 14 counties adjacent to Dallas and Tarrant Counties. The Committee also reviews proposals for aging services through NCTCOG's Aging Program under Title III of the Older Americans Act.

Exhibit: 2023-01-15-AG

Upon a Motion by Mayor Carmona (seconded by Councilmember Clemson), and unanimous vote of all members present, the Board approved the appointments as presented.

STATUS REPORTS:

Item 16 Discussion on Executive Board Member Attendance Policies

Mike Eastland asked the Board if they wanted to move to hybrid meetings. Upon discussion, the consensus of the Board members was to allow a member to participate virtually in a meeting no more than two times in a calendar year. Also discussed was a requirement that in order for a Board member to be counted as present for a meeting, the member must vote on 75% of the agenda items. It was agreed that a resolution to adopt a policy regarding these requirements would be considered at the February Executive Board meeting.

MISCELLANEOUS:

Item 17 Old and New Business

Mike Eastland stated that notification was sent out to the region regarding Expression of Interest for the Ex-Officio Board seat and explained the process for selection.

Item 18 Attendance and Calendar

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

Item 19 Status Report and Discussion on Air Quality

Mike Eastland explained the history and importance of Air Quality. He stated that our agency got involved in Air Quality back in 1990 with the Clean Air Act (CAA) Amendment which standards are set and regulated by the Federal Government. Chris Klaus and Michael Morris gave a presentation identifying the activities, projects and programs that the Transportation department has undertaken to assist the region to achieve the Federal standard.

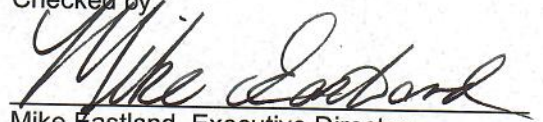
Judge Hill adjourned the meeting at 2:55 pm.

Approved by:



Bill Heidemann, Vice President
North Central Texas Council of Governments
Mayor, City of Corinth

Checked by:



Mike Eastland, Executive Director
North Central Texas Council of Governments