

NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS EXECUTIVE BOARD MEETING

Minutes — November 16, 2023

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

The NCTCOG Executive Board meeting was conducted as a videoconference meeting that was live broadcast at <https://nctcog.swagit.com/live>. The presiding officer, President Heidemann, was present at the physical location, 616 Six Flags Drive, Arlington, Texas, which was open to the public during all open portions of the meeting.

President Heidemann called the regular meeting of the North Central Texas Council of Governments Executive Board to order at 12:50 pm on November 16, 2023. Mike Eastland took attendance and determined that a quorum was physically present.

Members of the Board Present:

- | | |
|---------------------|-------------------------|
| 1. Bill Heidemann | 7. Jennifer Justice (V) |
| 2. Victoria Johnson | 8. Todd Little |
| 3. Andrew Piel | 9. Cara Mendelsohn |
| 4. Jorja Clemson | 10. Kameron Raburn |
| 5. Bowie Hogg | 11. Nick Stanley (V) |
| 6. Clay Jenkins | |

Members of the Board Absent:

1. Chris Hill
2. J.D. Clark
3. Carlos Flores
4. Linda Martin
5. Bobbie Mitchell
6. Tim O'Hare
7. Victoria Neave Criado

Members of the Staff Present:

Mike Eastland, Molly Rendon, Tim Barbee, Doni Green, Michael Morris, Susan Alvarez, Maribel Martinez, Phedra Redifer, Jerri Watson, Ken Kirkpatrick, James Powell, Michael Bort, Tom McLain, Carmen Morones, Chris Klaus, Jessie Shadowens, Dan Kessler, Shannon Stevenson, Natalie Bettger, Irlenia Hermosillo, Christie Gotti, Kate Zielke, Amanda Wilson

Visitors Present:

Rob Barthen | GrantWorks

REGULAR SESSION

PUBLIC COMMENT ON AGENDA ITEMS

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

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

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

Item 2 Resolution Authorizing Contracts with In-Home Service Providers

Doni Green, Director of Area Agency on Aging, requested Board authorization to enter contractual agreements between NCTCOG and Acadian Total Security; ADT, LLC; Amazing Hearts Homecare and Staffing, LLC; Caremate Wellness Solutions, LLC; Charity Comfort Care Services, LLC; DPP II Inc; Outreach Health Community Care Services, LP; Prestonwood Home Healthcare; and XO Healthcare Corporation, for in-home services for maximum fifty-eight (58) month terms and in a cumulative amount not to exceed \$3,500,000. She explained that NCTCOG currently has six in-home contracts that were approved by the Board in March 2022 that will expire soon. To ensure an adequate network of providers, a Request for Proposals #2023-079 was issued and nine applications were received and reviewed by a committee comprised of NCTCOG staff. Upon evaluation from the committee, awards are being recommended to all nine applicants. The in-home service providers are reimbursed on a unit rate basis for actual services rendered and the period will be in effect from December 1, 2023, through September 30, 2025, with four (4) optional one-year renewals.

Exhibit: 2023-11-02-AG

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

Item 3 Resolution Approving the Public Works Construction Standards North Central Texas, Amended Fifth Edition

Susan Alvarez, Director of Environment and Development, requested Board approval for the *Public Works Construction Standards North Central Texas, Amended Fifth Edition*. This amended version is a comprehensive review and refinement process updating the 2004 Second Edition of the Standard Drawings for Public Works Construction and includes the 2017 Fifth Edition Standard Specifications for Public Works Construction. The *Public Works Construction Standards*, since its establishment in 1977, promotes consistent basic standards for public works construction throughout the region and represents more than 45 years of regional cooperation and coordination between public works professionals from local government and private industry in the North Central Texas region. The final draft document can be viewed at <https://www.nctcog.org/envir/public-works/public-works-program>.

Exhibit: 2023-11-03-ED

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

Item 4 Resolution Authorizing Contracts for Ambulance Debt Collection Services

Jon Blackman, Senior Operations Manager of Administration, requested Board authorization to enter contractual agreements with Pendrick Capital Partners Asset Management LLC and RSI Enterprises, Inc. for Ambulance Debt Collection Services through the North Central Texas Council of Governments TX Share cooperative purchasing program. A Request for Proposals (RFP) #2023-056 for Ambulance Billing and Debt Collection Services was issued and received two responsive proposals for Ambulance Debt Collection Services. No proposals were received for the Billing Services portion of the solicitation. Following evaluation, the evaluation committee recommended contract awards to Pendrick Capital Partners Asset Management LLC, and RSI Enterprises, Inc. for Ambulance Debt Collection Services for maximum five (5) year terms. These contracts will retain the services of firms that provide third-party debt collection via a cooperative contract and allow entities to manage, collect upon, and efficiently collect remuneration related to ambulance services.

Exhibit: 2023-11-04-AA

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

Item 5 Resolution Authorizing a Contract Extension for Electronics Console Cleaning Service

Jon Blackman, Senior Operations Manager of Administration, requested Board authorization for a contract extension between NCTCOG and Console Cleaning Specialists dba Communication Center Specialist for Electronics Console Cleaning Service for a maximum three (3) month term through the TXShare cooperative purchasing program. The current contract expires November 30, 2023, and doesn't include options for further

renewal. He explained that the staff is in the process of soliciting proposals for the purpose of awarding a new contract, however the new contract will not be ready for Executive Board consideration until early 2024.

Exhibit: 2023-11-05-AA

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

Item 6 Resolution Authorizing Contracts for Temporary Staffing Services

Jon Blackman, Senior Operations Manager of Administration, requested Board authorization to enter contractual agreements between NCTCOG and 22nd Centuries Technologies, Inc., Abacus Service Corporation, Ad-A-Staff, Inc., AppleOne, Inc., California Creative Solutions, Inc., Compunnel Software Group, Inc., Diverse Staffing Services, Inc., GTS Technology Solutions, Inc., Infojini, Inc., Infostride, Inc., Internal Data Resources, Inc., Millennium Franchise Group, LLC., Octagon Consulting, LLC., Resource Logistics, Inc., and Tryfacta, Inc., for temporary staffing services for maximum three (3) year terms and in a cumulative amount not to exceed \$2,100,000.

A Request for Proposals (RFP) #2024-010 was issued seeking qualified Temporary Staffing Agencies with expertise in sourcing, screening, and providing quality candidates to fill temporary staffing needs for a diverse range of job categories. Forty responsive proposals were received. The benefits of using temporary staffing services include flexibility, expertise and opportunity for determining the suitability of employees filling permanent positions.

Exhibit: 2023-11-06-AA

Judge Jenkins entered the meeting.

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

Item 7 Resolution Authorizing the Receipt of Fiscal Year 2023 Federal Transit Administration Formula Funds

Michael Morris, Director of Transportation requested Board authorization for the receipt of Fiscal Year 2023 Federal Transit Administration (FTA) funds for the following three programs: Urbanized Area Formula Program - approximately \$7,215,731, Enhanced Mobility of Seniors and Individuals with Disabilities Program (Enhanced Mobility) - approximately \$1,101,265, and Bus and Bus Facilities Program - approximately \$583,262. Consistent with the FY 2023–2026 Transportation Improvement Program approved by the Regional Transportation Council, \$8,900,258 of the regional total is available for NCTCOG to utilize and pass through for local public transit providers. Local funds from transit providers as well as Transportation Development Credits will be used as match for these federal funds.

Details of each funding is identified in the table below:

FISCAL YEAR 2023 FEDERAL TRANSIT ADMINISTRATION (FTA) FORMULA FUNDING

Urbanized Area Formula Program (Section 5307)

Dallas-Fort Worth-Arlington Urbanized Area			
Designated Recipient	Federal Funds ¹	TDCs ²	Local Funds
North Central Texas Council of Governments	\$ 3,649,728	642,746	\$ -
Subrecipient	Federal Funds	TDCs	Local Funds
City/County Transportation (Johnson County)	\$ 177,718	18,905	\$ 83,194
Community Transit Services (Ellis and Navarro Counties)	\$ -	-	\$ -
Public Transit Services (Parker and Palo Pinto Counties)	\$ 391,135	58,200	\$ 100,135
Span, Inc. (Denton and Collin Counties)	\$ 145,000	29,000	\$ -
STAR Transit (Kaufman and Ellis Counties)	\$ 2,852,150	354,400	\$ 1,080,150
TOTAL	\$ 7,215,731	1,103,251	\$ 1,263,479

¹ Federal funds include both capital and operating projects, which have different match requirements

² Transportation Development Credits (TDCs) for "Strategic Awards to Small Transit Providers" are credits (not dollars) used to leverage federal funds in lieu of local cash match. The result is the capital portion of the project will be 100% federally funded

Enhanced Mobility of Seniors and Individuals with Disabilities Program (Section 5310)

Designated Recipient	Federal Funds	TDCs	Local Funds
North Central Texas Council of Governments ¹ : Dallas-Fort Worth-Arlington Urbanized Area	\$ 578,023	-	\$ -
North Central Texas Council of Governments ¹ : Denton-Lewisville Urbanized Area	\$ 38,170	-	\$ -
Subtotal	\$ 616,193	-	\$ -
Dallas-Fort Worth-Arlington Urbanized Area			
Subrecipient	Federal Funds	TDCs	Local Funds
STAR Transit (Kaufman and Ellis Counties)	\$ 485,072	97,014	\$ -
TOTAL	\$ 1,101,265	97,014	\$ -

¹ Funding to be used for administration of Section 5310 program, which does not have a match requirement per FTA Circular 9070.1G

Bus and Bus Facilities Program (Section 5339)

Dallas-Fort Worth-Arlington Urbanized Area			
Designated Recipient	Federal Funds ¹	TDCs ²	Local Funds
North Central Texas Council of Governments: Administrative	\$ 71,262	14,252	\$ -
North Central Texas Council of Governments	\$ 512,000	76,800	\$ -
TOTAL	\$ 583,262	91,502	\$ -

¹ Funding to be used towards the purchase of vehicles on behalf of NCTCOG subrecipients

² Bus and Bus Facilities funds (Section 5339) require a 20% match for administration, but only a 15% match for the purchase of ADA-compliant vehicles

Grand Total

Program	Federal Funds	TDCs	Local Funds
Urbanized Area Formula Program (Section 5307)	\$ 7,215,731	1,103,251	\$ 1,263,479
Enhanced Mobility of Seniors and Individuals with Disabilities Program (Section 5310)	\$ 1,101,265	97,014	\$ -
Bus and Bus Facilities Program (Section 5339)	\$ 583,262	91,502	\$ -
TOTAL	\$ 8,900,258	1,291,767	\$ 1,263,479

Exhibit: 2023-11-07-TR

Councilmember Mendelsohn entered the meeting.

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

Item 8 Resolution Authorizing Application to the Environmental Protection Agency Diesel Emissions Reduction Act Program

Michael Morris, Director of Transportation, requested Board authorization for the submittal of a grant application in the amount of approximately \$3 million to the Environmental Protection Agency (EPA) under a rebate funding to implement projects to replace diesel vehicles, equipment or engines; install electric recharging infrastructure; and/or install idle-reduction technology. NCTCOG will serve as the prime recipient of the program. EPA rebates will fund 25 to 100 percent of project cost, depending on specific project category with any balance of project costs to be paid by the program beneficiary.

A competitive Call for Partners was administered to identify potential program beneficiaries. In response to the City of Dallas' proposal to replace seven diesel onroad vehicles with seven newer, cleaner onroad vehicles, staff recommends a rebate award of \$1.19 million in EPA funds and \$2.09 million program beneficiary leveraged funds, for a total project cost of \$3.28 million. This rebate award is contingent on EPA award of the NCTCOG proposal and execution of an agreement with EPA for project funding. Upon award by the EPA, an open, competitive Call for Projects will be administered to identify program beneficiaries for the remaining EPA awarded funds. Additional program beneficiaries will be brought to the Executive Board for approval.

Exhibit: 2023-11-08-TR

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

Item 9 Resolution Endorsing Application to Federal Highway Administration Electric Vehicle Charger Reliability and Accessibility Accelerator Program

Michael Morris, Director of Transportation, requested Board endorsement for an application to receive \$3.66 million (\$840,000 of local match from subrecipients) in federal funding from the Federal Highway Administration (FHWA) under the Electric Vehicle Charger Reliability and Accessibility Accelerator (RAA) Program for the repair and replacement of unavailable electric vehicle charging stations. He explained that eligible electric vehicle (EV) charging stations include 230 non-operational EV charging ports located at 124 sites.

This opportunity wasn't pursued by the Texas Department of Transportation, therefore, NCTCOG coordinated with the charging companies responsible for eligible sites to coordinate a grant proposal on behalf of the region. Sites to be repaired or upgraded will be finalized based on certain criteria. Approximately \$4.2 million in funding is budgeted for implementation of repairs or upgrades at eligible locations, which will be reimbursed at 80 percent federal share with the required 20 percent non-federal match to be provided by subrecipients. Non-federal match requirement will be provided through use of up to 60,000 regional Transportation Development Credits (TDCs). Staff will return for approval of subrecipient agreements and collection of local match.

Exhibit: 2023-11-09-TR

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

Item 10 Resolution Authorizing Use of RTC Local Funds as Match for Energy Management Work through the Department of Energy

Michael Morris, Director of Transportation, requested Board authorization for use of \$20,000 in Regional Transportation Council (RTC) Local funds as non-federal match for the Transportation Department share of regional energy management work. He explained that NCTCOG has been under contract for the past five years with the State Energy Conservation Office (SECO) and was awarded \$200,000 in funding in 2023. The funding agreement included an option to extend the agreement through the fiscal year 2024 with an additional allocation of \$200,000 (match of \$40,000) in Department of Energy funding. The scope of work includes efforts to advance energy efficiency, energy conservation, and sustainability efforts in the region, which help to improve air quality and enhance grid reliability. The administration of this grant is shared between the Transportation and Environment & Development Departments. The Environment & Development Department will secure its \$20,000 match from the Regional Integration of Sustainability Efforts (RISE) Coalition and other department programs.

Exhibit: 2023-11-10-TR

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

Item 11 Resolution Authorizing Contract with INRIX, Inc. to Implement the Regional Traffic Signal Performance Measures Platform for Signalized Intersections in the 10-County Dallas-Fort Worth Non-Attainment Area (Response to Bid Protest)

Michael Morris, Director of Transportation, requested board authorization to enter a contractual agreement between NCTCOG and INRIX, Inc. for the development, operations and maintenance support of the Regional Traffic Signal Performance Measures Platform for signalized intersections in the 10-county non-attainment area

in an amount not to exceed \$7,500,000 over a six-year term (initial term of three years, with three one-year optional renewals). He explained that a Request for Proposals for a platform to measure the performance of the traffic signals in the Dallas-Fort Worth (DFW) region was previously issued and awarded in June 2023. Subsequent to the award, but prior to contract execution, a formal bid protest was received that raised concerns about the published budget relative to the ultimate contract award amount and the Disadvantage Business Enterprise (DBE) participation of the award. Upon review of the concerns, a Request for Proposals (RFP) was reissued, returning three responsive proposals. The Consultant Selection Committee selected INRIX for the project a second time. INRIX is a software-as-a-service company that provides a complete turnkey solution and has no subcontracting opportunities. Therefore, there will be no Disadvantaged Business Enterprise (DBE) participation under this contract. The initial phase of the project will be funded with remaining FY2021 funding, \$1,287,000 (\$1,029,600 Congestion Mitigation and Air Quality Improvement Program funds/\$257,400 State match in lieu of a local match), and approximately \$2,895,750 in FY2023 funds (\$2,316,600 Congestion Mitigation and Air Quality Improvement Program funds utilizing \$579,150 State match in lieu of a local match).

Exhibit: 2023-11-11-TR

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

Item 12 Resolution Authorizing an Interlocal Agreement with Collin County for a Federal/Local Partnership on US 380

Michael Morris, Director of Transportation, requested Board authorization to enter into an agreement with Collin County to receive \$60 million in local funds to be added to the Regional Transportation Council (RTC) Local funding pool to assist in funding the construction of the US 380 corridor in exchange for \$60,000,000 in local funds to be provided by Collin County to NCTCOG, as the RTC's fiduciary agent, to be used for RTC-related programs. The partnership was approved by the Collin County Commissioners Court on March 27, 2023, and will build on partnerships that were previously approved by the Board in January 2023 and July 2023 for receipt of local funding from Dallas Area Rapid Transit (DART) and the City of Dallas. The expansion of the pool of RTC Local funds will allow selection of projects that can be implemented outside of the longer federal process. The RTC-approved construction commitments to US 380 are \$735 million from the RTC and \$150 million from Category 4.

Exhibit: 2023-11-12-TR

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 13 Feedback from a Previous Executive Board Item: Resolution Authorizing Purchase and Placement of Education Campaigns for Transportation Initiatives in Fiscal Year 2024 and Status Report on Travel Demand Management Programs

Michael Morris, Director of Transportation, requested Board authorization to enter into contractual agreements with various multimedia outlets for the purchase and placement of education campaigns initiated in Fiscal Year 2024 for Transportation Department Initiatives in an amount up to \$595,000 as reflected in Attachment 1. He explained that in September 2023, the Board approved funding for paid education campaigns for Public Involvement, Safety, and Contingency categories but asked staff and the Regional Transportation Council (RTC) to review funding requests for the Congestion Relief and Air Quality categories. Attachment 1 contains the revised funding sources and amounts, including a match that the RTC is requesting the Executive Board to reconsider. This is a reduction of \$271,000 from the initial combined request presented in September 2023.

Purchase and Placement of Education Campaigns for Transportation Initiatives for FY2024						
Specific Program Included in Original Funding Request	Original Funding Request	Funding Source	Revised Funding Request	Match Source	Revised Match Amount	RTC Request to Maintain, Reduce or Eliminate Funding
Congestion Relief						
Try Parking It	\$250,000	STBG	\$250,000	TDCs	\$50,000	\$250,000
One Day a Week	\$150,000					\$0
HOV 2+ Incentive Program (GoCarma)	\$75,000	STBG	\$60,000	TxDOT	\$15,000	\$75,000
Air Quality						
Regional Smoking Vehicle Program	\$30,000	STBG	\$15,000	TDCs	\$3,000	\$15,000
Car Care Events	\$25,000	STBG	\$25,000	TDCs	\$5,000	\$25,000
Local Air Quality Projects	\$1,000					\$0
Ozone Season Emissions Reduction Campaign (Air North Texas)	\$205,000	CMAQ/ STBG	\$180,000	TDCs	\$36,000	\$180,000
Clean Cities	\$100,000	STBG	\$20,000	TDCs	\$4,000	\$30,000
National Drive Electric Week	\$30,000	STBG	\$30,000	TDCs	\$6,000	\$20,000
OVERALL TOTAL	\$866,000		\$580,000		\$116,000	\$595,000

Exhibit: 2023-11-13-TR

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

STATUS REPORTS:

Item 14 Status Report on Fiscal Year 2021 – 2023 Program and Financial Reviews Conducted by the Federal Transit Administration

Michael Morris, Director of Transportation, provided a status report on Fiscal Year 2021 – 2023 program and financial reviews conducted by the Federal Transit Administration (FTA). He stated that NCTCOG underwent three reviews by the FTA during this period. A review of COVID-19 Drawdowns through FTA’s electronic payment system known as ECHO (Electronic Clearing House Operation) was conducted in 2021 and 2022, following a Triennial Review in 2023. The COVID-19 ECHO Drawdowns were supplemental reviews that ensured proper stewardship by recipients of emergency relief funds. The review by the FTA focused on NCTCOG’s oversight of transit subrecipient reimbursement requests and NCTCOG’s drawdown procedures of COVID-19 Relief grants. The Triennial Review focused on transit-related operations between Fiscal Years 2019 and 2022. Twenty-Three compliance areas were evaluated, and the assessment also reviewed NCTCOG’s oversight of approximately 13 subrecipients. A final report was issued by the FTA on October 16, 2023, identifying zero deficiencies.

Exhibit: 2023-11-14-TR

MISCELLANEOUS:

Item 15 Old and New Business

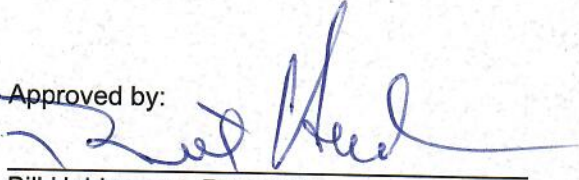
Mike Eastland commended the Texas Rangers for winning the World Series. He also mentioned that he would be sending information on the legal authority granted through federal legislation to Metropolitan Planning Organizations (MPO/RTC) and the authority of the Executive Board as it relates to its responsibility as the MPO’s administrative and fiscal agent. He reminded the Board that there would not be a December meeting.

Item 16 Attendance and Calendar

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

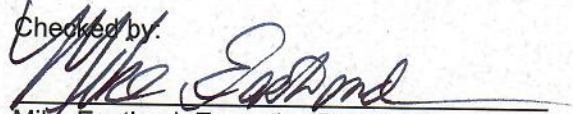
President Heidemann adjourned the meeting at 1:44 pm.

Approved by:



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

Checked by:



Mike Eastland, Executive Director
North Central Texas Council of Governments