

NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS EXECUTIVE BOARD MEETING

Minutes — July 27, 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 Piel, 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 12:48 pm on July 27, 2023. Mike Eastland took attendance and determined that a quorum was physically present.

Members of the Board Present:

- | | |
|---------------------|---------------------------|
| 1. Bill Heidemann | 8. Todd Little |
| 2. Victoria Johnson | 9. Linda Martin |
| 3. J.D. Clark | 10. Cara Mendelsohn |
| 4. Jorja Clemson | 11. Bobbie Mitchell |
| 5. Bowie Hogg | 12. Kameron Raburn |
| 6. Clay Jenkins | 13. Nick Stanley |
| 7. Jennifer Justice | 14. Victoria Neave Criado |

Members of the Board Absent:

1. Andrew Piel
2. Chris Hill
3. Carlos Flores
4. Tim O'Hare

Members of the Staff Present:

Mike Eastland, Monte Mercer, Tim Barbee, Doni Green, Michael Morris, Kate Zielke, Maribel Martinez, Jerri Watson, Ken Kirkpatrick, James Powell, Michael Bort, Tom McLain, Jonathan Blackman, Lisa Sack, Randy Richardson, Natalie Bettger, Shannon Stevenson, Emily Beckham, Dan Kessler, Vickie Alexander, Karla Weaver, Jessie Shadowens, Jennifer Oliver, Jared Wright

Visitors Present:

Lauren Trimble, Dallas County

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 June Board meeting.

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

Item 2 Resolution Authorizing a Contract with CTJ Maintenance, Inc. for Workforce Center Janitorial Services

Randy Richardson, Assistant Director of Finance, requested Board authorization to enter into contractual agreement with CTJ Maintenance, Inc. to provide janitorial services for a 60-month term and in an amount not to

exceed \$1,361,500, for ten (10) workforce centers. He explained that the current contract with CTJ Maintenance, Inc. was awarded in August 2019 at a cost not to exceed \$1,087,500. That contract ends December 31, 2023, and is projected to reach the not to exceed amount before the contract end date. Additional funding is being requested due to an increase in the square footage serviced and additional cleaning services required as a result of the COVID-19 pandemic.

A request for proposals (RFP) was issued in May 2023 with five (5) responses received and reviewed by the RFP Evaluation Committee. Based on the results of the proposal evaluation process, CTJ Maintenance, Inc. is recommended for award, and deemed best value and most advantageous with all factors considered.

Exhibit: 2023-07-02-WD

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

Item 3 Resolution to Accept and Approve the Quarterly Investment Report

Randy Richardson, Assistant Director of Finance, requested Board approval for the Quarterly Investment Report for the quarter ended June 30, 2023, as required by the Investment Policy and the Public Funds Investment Act. The report shows the average rate of return, cumulative transactions, beginning and ending balances for this quarter.

Exhibit: 2023-07-03-AA

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

Item 4 Resolution Authorizing Grant Proposals to the US Department of Energy

Michael Morris, Director of Transportation, requested Board approval to submit a proposal to the U.S. Department of Energy (DOE) in the amount of \$1.5 million, with up to \$375,000 Regional Toll Revenue funds as local match, for a total project cost of \$1.875 million to develop a plan to increase the resilience of electric vehicle charging in the NCTCOG region.

Additionally, staff requested Board approval to participate as a subrecipient team member in a proposal to the U.S. Department of Energy led by Louisiana Clean Fuels to enhance Clean Cities efforts, in which NCTCOG would receive approximately \$200,000 federal funds with no local match required. NCTCOG's involvement would support development of a Clean Fuels Summit targeted at stakeholders who currently are not well-represented by the Clean Cities organization nationally and would expand outreach to the more rural NCTCOG areas as well as surrounding communities.

Regional Transportation Council approval was received on July 13, 2023.

Exhibit: 2023-07-04-TR

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

Item 5 Resolution Authorizing the Receipt of Additional Fiscal Year 2021 Federal Transit Administration Section 5310 Formula Funds

Michael Morris, Director of Transportation, requested Board authorization to amend existing award agreement with the Federal Transit Administration (FTA) to receive approximately \$692,243 in FY 2021 Enhanced Mobility of Seniors and Individuals with Disabilities Program funds and administer the program consistent with State and federal regulations. He explained that in November 2021, the Board approved NCTCOG to enter into an agreement with the FTA for \$1,236,961 for subrecipient and grant oversight activities. The amendment will obligate the remaining regional balance of \$692,243 in FY 2021 Enhanced Mobility of Seniors and Individuals with Disabilities Program funds that were set to lapse September 30, 2023. These funds will be pass-through awards to support future transit projects in the region and have been approved by the Regional Transportation Council.

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

Item 6 Resolution Approving Interlocal Agreements with Local Governments for the Collection of Local Contributions Associated with the Construction of the Cotton Belt Regional Bicycle/Pedestrian Trail

Michael Morris, Director of Transportation, asked the Board to approve Interlocal Agreements between NCTCOG and Town of Addison; the Cities of Carrollton, Dallas, Richardson, and Plano; and Dallas County for collection of local funding for the Cotton Belt Regional Trail ("Trail") as reflected in Attachment 1. He explained that an Interlocal Agreement (ILA) between the NCTCOG, Regional Transportation Council and DART was executed on April 27, 2023, setting forth responsibilities with respect to the construction and funding of the Trail.

Exhibit: 2023-07-06-TR
Attachment 1

Local Funding to be Collected to Support the Cotton Belt Regional Trail			
Phase 2		Phase 3	
Agency	Amount	Agency	Amount
Dallas County	\$ 1,670,283	Dallas County	\$ 3,771,199
Town of Addison	\$ 307,469	City of Grapevine	\$ 480,756
City of Dallas	\$ 250,000	City of Carrollton	\$ 101,446
City of Richardson	\$ 200,000		
City of Plano	\$ 1,700,718		
Total Local Funding (Phase 2):	\$ 4,128,470	Total Local Funding (Phase 3):	\$ 4,353,401
		Total Both Phases:	\$ 8,481,871

NCTCOG will collect the local matching funds and additional local contributions for the Cotton Belt Regional Trail which in turn will be transferred to DART for construction of the Trail.

The Cotton Belt Regional Trail ("Trail") will run parallel to DART's Silver Line ("Silver Line"), a 26-mile commuter rail line, that extends from the DART Plano Shiloh Station on the east to the future Dallas-Fort Worth International Airport Through Station on the west.

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

Item 7 Resolution Authorizing Receipt of Funds from the Five Mile Creek Trail Partnership and Distribution of Funds Between the Metropolitan Planning Organization Revolver and the Regional Transportation Council Local Pool

Michael Morris, Director of Transportation, requested Board authorization for NCTCOG to receive \$10 million in local funds from the Dallas Area Rapid Transit (DART) related to the Five Mile Creek Trail Funding Partnership with DART and the City of Dallas, bringing the expected receipt of local funds from DART over the next year to a total of \$50 million. In addition, staff requested approval of the proposed distribution of the \$50 million as follows: \$5 million to the Permanent MPO Revolver Fund; \$10 million for a proposed Temporary MPO Revolver Fund, and the remaining \$35 million to the RTC Local Funds. Federal and state grant programs require local entities to pay expenses prior to requesting reimbursement. The purpose of the MPO Revolver Funds is to serve as the cash flow fund that allows NCTCOG to pay grant expenses and then seek reimbursement. The Revolvers Funds are replenished as funding agencies provide reimbursement. The Permanent MPO Revolver Fund serves as the cash flow fund for core MPO functions. The Temporary MPO Revolver serves as the cash flow fund for major capital discretionary grants and as an "emergency relief" fund for the Permanent Revolver Fund. Staff proposed

that the Director of Transportation have the authority to move interest between funds based on need. The Board members discussed the need to have a periodic report of the status of these funds, including interest.

Upon a Motion by Councilmember Mendelsohn to adopt the draft resolution with an additional section providing for a semi-annual report to the Board on the status of the MPO Revolver Funds and RTC Local Pool, including interest transferred, if any, between the funds (seconded by Deputy Mayor Pro Tem Clemson), and unanimous vote of all members present, the Board approved the resolution as amended.

Item 8 Resolution Authorizing Agreement with the Denton County Transportation Authority for the Collin County Rides Program for Critical Transit Services in Collin County

Michael Morris, Director of Transportation, requested Board authorization to enter a contractual agreement with Denton County Transportation Authority (DCTA) for an amount not to exceed \$1,800,000 (\$300,000 RTC Local funds, \$600,000 Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program funds, and \$900,000 in local match to be provided by participating cities) for transit services to the cities of Allen, Fairview, and Wylie. He explained that Dallas Area Rapid Transit (DART) has been the service provider for the Collin County Rides Program since 2016 and that the contracted services provided by DART expire September 30, 2023. He further explained that NCTCOG, DCTA, and DART have requested support to transition services to DCTA as they work towards a long-term solution for the service. Funding has been approved by the Regional Transportation Council (RTC) utilizing up to \$300,000 in RTC Local funds for the first year and subsequent operations to be funded with existing Federal Transit Administration (FTA) Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program funds.

Exhibit: 2023-07-08-TR

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 9 Resolution Authorizing Personal Services Agreement with Ahmad Sadegh to Expedite the Development and Implementation of Regional Multimodal Transportation Data Hub

Michael Morris, Director of Transportation, requested Board authorization to enter a personal services agreement, as authorized under Texas Local Government Code §252.022(a)(4), with Ahmad Sadegh for support and assistance with the development and implementation of a regional multimodal transportation data hub for the Dallas-Fort Worth region in an amount not to exceed \$200,000. The complexity of this activity requires specialized expertise and existing connections with regional and national partners. Mr. Sadegh has over 30 years of experience leading and managing the development of multiagency and multimodal systems integration projects from the planning phase to design, development, deployment, and operations using the system engineering process with a primary focus on Information Exchange Networks. His focus will be on the development of a conceptual design and concept of operations as well as assisting with the implementation of the multimodal transportation data hub over an average of 16 hours per week of services in support of the Scope of Work over a three-year period.

The funding source is existing Regional Toll Revenue funds (\$200,000) provided by the RTC for a regional data hub. These funds are in an existing funding agreement with the Texas Department of Transportation with no local match requirement.

Exhibit: 2023-07-09-TR

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

Item 10 Resolution Authorizing Agreements for the University Partnership Program

Michael Morris, Director of Transportation, requested Board authorization to extend contract authority to the University of Texas at Austin (UT), the University of Texas at Arlington (UTA), and Texas Southern University (TSU) to address transportation and related air quality planning initiatives in North Central Texas. He explained that in 2019, the Board previously approved contract authority for up to \$1,150,000 over a four-year period in which 14 projects were completed by the three universities and three projects are nearing completion. This authorization expires July 31, 2023. The extension to the contract authority for these three remaining projects is through September 30, 2023. No change in project funding is being requested.

Additionally, Mr. Morris requested continuation of its partnership with Texas Southern University only, in an amount not to exceed \$100,000 over two years. The continuation of the partnership program with TSU was approved by the Regional Transportation Council as part of the Department's FY2024 and FY2025 Unified Planning Work Program. The funding source is federal formula Transportation Planning Funds. Safe Routes to School in Lower-Income Communities, which will focus on identifying best practices relative to the process and policies to enhance safety around schools in low-income communities that can be shared with local governments and school districts, will be the project focus for FY 2024. A project for FY2025 has not yet been identified.

Exhibit: 2023-07-10-TR

Judge Jenkins left the meeting.

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

Item 11 Resolution Authorizing Grant Application to the Department of Defense for the Compatible Use and Military Installation Resilience Grant Programs

Dan Kessler, Assistant Director of Transportation, requested Board authorization to submit a grant application in the amount of \$850,000 to the Department of Defense (DOD) to continue to implement the recommendations of a study completed by NCTCOG in 2018 related to compatible development activities near the Naval Air Station Fort Worth Joint Reserve Base, as well as Texas Military Department installations in North Texas and additionally to conduct a Military Installation Resilience study.

He explained that NCTCOG proposes to submit one combined grant application under the DOD Office of Local Defense Community Cooperation (OLDCC) funding for the Compatible Use Program and a new program called Military Installation Resilience. This new program seeks to have local governments partner with their local installations as "one community" to identify man-made or natural threats across the community that are likely to impair the continued operational utility of local military installations, and then plan and carry out responses to enhance infrastructure and other resilience measures and projects involving the protection, restoration, and maintenance of natural features.

NCTCOG will serve as the prime recipient with a local match of \$94,444 in RTC Local funds.

Exhibit: 2023-07-11-TR

Judge Jenkins returned to the meeting.

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 12 Resolution Approving the FY2024 and FY2025 Unified Planning Work Program for Regional Transportation Planning

Dan Kessler, Assistant Director of Transportation, provided a summary of the FY2024 and FY2025 Unified Planning Work Program for Regional Transportation Planning (UPWP). He explained that the plan is required by federal planning regulations and the Texas Department of Transportation (TxDOT) to receive federal Transportation Planning Funds. The UPWP is developed by local governments, Dallas Area Rapid Transit, the Denton County Transportation Authority, Trinity Metro, Collin County Toll Road Authority, North Texas Tollway Authority, Texas Department of Transportation, the Dallas Fort Worth International Airport, and small transportation providers. The plan describes transportation and related air quality planning activities (and funding sources), funded through Federal Highway Administration (FHWA) PL 112 funds and Federal Transit Administration (FTA) 5303 funds, both of which are provided to NCTCOG through a formula allocation, and is effective during the period of October 1, 2023, through September 30, 2025.

The FY2024 and FY2025 UPWP has been approved by the Surface Transportation Technical Committee and the Regional Transportation Council.

Exhibit: 2023-07-12-TR

Upon a Motion by Judge Little (seconded by Mayor Martin), and unanimous vote of all members present, the

Board approved the resolution as presented.

Item 13 Resolution Authorizing Contracts for Case Management Services

Doni Green, Director of Area Agency on Aging, requested Board authorization to enter into contractual agreements for case management services to older adults and their family caregivers, for maximum five (5) year terms and in a cumulative amount not to exceed \$1,500,000. Funding is received from the Texas Health and Human Services Commission (HHSC) and managed care organizations (MCOs) that provide relocation services to nursing home residents wishing to return to community living. Use of contract case managers help regulate cost-effective services. She explained that NCTCOG currently has seven entities under contract for case management services that terminate August 31, 2023.

A Request for Proposals (RFP) was issued, and ten proposals were received in response to the RFP. Upon evaluation of the proposals by a review committee, contract awards to JD Consulting, Kelli Mitchell, Kim Morgan, Shaneka Bell-White, Roslyn Dodge, CompliServices, and REACH are being recommended for a period of September 1, 2023, through August 31, 2024, with annual options to renew for up to four consecutive years, at an amount not to exceed \$1.5 million.

Under the proposed contracts, case managers who are sole proprietors are reimbursed on a unit rate basis. For the proposed non-profit contractor, REACH, compensation would be on a cost-reimbursement basis.

Exhibit: 2023-07-13-AG

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

Item 14 Resolution Authorizing Contracts with Managed Care Organizations for Nursing Home Relocation Services

Doni Green, Director of Area Agency on Aging, asked the Board to approve contracts with Amerigroup, Molina, and United Healthcare, through which NCTCOG will continue to provide nursing home relocation services and receive compensation for the period September 1, 2023 – August 31, 2028. Under these relocation contracts, staff and contractors assist their members in transitioning from nursing facilities to independent living by finding affordable housing and arranging community-based services such as transportation and money management. Payment is received from the MCOs on a per member per month (PMPM) basis, based on the number of nursing facility residents who are enrolled in the MCO and reside in the catchment area. During Fiscal Year 2023, these combined payments to NCTCOG are anticipated to total approximately \$835,000.

Exhibit: 2023-07-14-AG

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

Item 15 Resolution Authorizing Contract with Mascari Corporation for Housing Navigation Services

Doni Green, Director of Area Agency on Aging, requested Board authorization to enter contractual agreement with Mascari Corporation for Housing Navigation Services, for a maximum five (5) year term and in an amount not to exceed \$300,000. Funding is provided by the Texas Health and Human Services Commission (HHSC) and includes inventory development of affordable housing, advocating for the expansion of affordable housing, and commenting on housing policy. Since the program's inception in 2010, NCTCOG has utilized a competitively procured contractor, Mascari Corporation, to provide housing navigation services whose current contract expires August 31, 2023.

A Request for Proposals was issued in April 2023 and only one proposal was submitted. This proposal from Mascari Corporation was reviewed by a committee comprised of staff members and was deemed responsive and compliant and is recommended for approval.

Exhibit: 2023-07-15-AG

Upon a Motion by Councilmember Hogg (seconded by Judge Clark), and unanimous vote of all members

present, the Board approved the resolution as presented.

Item 16 Resolution Authorizing Contract with Veterans Administration as Veterans Directed Care Provider, Subcontract with Allied Community Resources for Fiscal Management Services (FMS), and Hiring of a Full-Time Senior Case Manager

Doni Green, Director of Area Agency on Aging, requested Board authorization to enter into a contract with the Veterans Administration (VA), (subject to successful completion of the readiness review process), as a Veterans Directed Care (VDC) Provider. VDC allows veterans who qualify for nursing home care to receive long-term care services in their homes from VA employees of their choice.

She also explained that a Request for Proposals was issued to secure a Fiscal Management Services (FMS) agency to serve as Veterans' payroll agent and received three applications in response. The review committee is recommending a contract be awarded to Allied Community Resources.

Additionally, she requested a budget amendment to allow for a full-time senior case manager position to support the program for the remainder of Fiscal Year 2023. This position will be incorporated into the FY2024 Fiscal Program.

Exhibit: 2023-07-16-AG

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

Item 17 Resolution Authorizing Contract with Concord Commercial Services for Residential Repair Services

Doni Green, Director of Area Agency on Aging, requested Board authorization to enter a contractual agreement with Concord Commercial Services for residential repair services for a maximum four (4) year term and in a total amount not to exceed \$1,100,000. She explained that Area Agency on Aging (AAA) administers a residential repair program that assists older residents with minor home modifications with health and safety in mind to include construction of wheelchair ramps, handrails, and installation of grab bars. She further explained that NCTCOG's current contract expires September 30, 2023.

In response to a Request for Proposals (RFP) that was issued, one proposal was received and evaluated by a committee comprised of staff members. Following the evaluation, Concord Commercial Services was deemed qualified and is recommended the award for the term beginning October 1, 2023, and ending September 30, 2024, with an option to extend for up to three consecutive years with both parties' consent.

Exhibit: 2023-07-17-AG

Ex Officio State Representative Neave Criado left the meeting and did not return.

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

Item 18 Resolution Authorizing Contract with DeWanda Harris Trimiar for PEARLS Counseling Services

Doni Green, Director of Area Agency on Aging, requested Board authorization to enter a contractual agreement for PEARLS counseling services, for a maximum four (4) year term and in a total amount not to exceed \$400,000. The PEARLS program provides one-on-one counseling to older adults who are dealing with depression or persistent sadness and has been supported by NCTCOG since 2019. NCTCOG's current PEARLS contract will terminate in August 2023.

A Request for Proposals (RFP) was issued and reviewed by a committee. Three proposals were received in response to the RFP. Upon evaluation, staff recommends the PEARLS program contract be awarded to DeWanda Harris Trimiar.

Exhibit: 2023-07-18-AG

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

APPOINTMENTS:

Item 19 Appointments to the Regional Aging Advisory Committee (RAAC)

Doni Green, Director of Area Agency on Aging, requested Board approval of three (3) appointments to the Regional Aging Advisory Committee (RAAC).

- Rockwall County: Sherry Hamm (first-time nominee)
- Rockwall County: Karen Kiser (first-time nominee)
- Kaufman County: Pam Corder (first-time nominee)

The RAAC 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.

Exhibit: 2023-07-19-AG

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

Item 20 Appointments to Executive Board Standing Committees

President Heidemann explained that each year NCTCOG's President appoints Board Members to serve on three standing committees: Audit, Finance and Personnel, and Long-Range Planning. These appointments will be effective from July 2023 – June 2024. The appointments are as follows:

- Audit Committee: Victoria Johnson, Chair; Carlos Flores; Todd Little; Cara Mendelsohn; Tim O'Hare; Kameron Raburn; Nick Stanley
- Finance/Personnel: Chris Hill, Chair; Jorja Clemson; Bowie Hogg; Clay Jenkins; Jennifer Justice; Linda Martin; Bobbie Mitchell
- Long Range Planning: Bill Heidemann, Chair; Chris Hill; Victoria Johnson; Andrew Piel

Exhibit: 2023-07-20-EDO

MISCELLANEOUS:

Item 21 Old and New Business

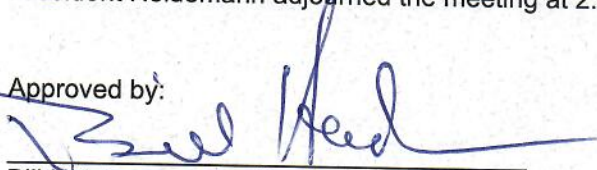
Mike Eastland mentioned that Judge Clark was elected as 2nd Vice President of NACO and congratulated him. Additionally, he stated that the new Board Orientation took place this morning and welcomed our new Board Members: Councilmember Bowie Hogg, Councilmember Jennifer Justice, Councilmember Kameron Raburn, and Mayor Nick Stanley.

Item 22 Future Calendar and Attendance


The Board was provided with a Calendar of meeting and a record of Attendance. Additionally, Mike Eastland mentioned the future date of June 14, 2024, for the General Assembly.

President Heidemann adjourned the meeting at 2:31 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