NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS
EXECUTIVE BOARD MEETING
Minutes — August 25, 2022
Transportation Council Room | 616 Six Flags Drive | Arlington, Texas

President Piel called the regular meeting of the North Central Texas Council of Governments Executive Board to order at 1:00 pm on August 25, 2022.

Members of the Board Present:

1. Andrew Piel
2. Bill Heidemann
3. Chris Hill
4. David Sweet
5. Rick Carmona
6. Jorja Clemson
7. Janet DePuy
8. Clyde Hairston
9. Victoria Johnson
10. Todd Little
11. Linda Martin
12. Cara Mendelsohn

Members of the Board Absent:

1. J.D. Clark
2. Carlos Flores
3. Clay Jenkins
4. Bobbie Mitchell
5. Glen Whitley
6. Glenn Rogers

Members of the Staff Present:

Mike Eastland, Monte Mercer, Molly Rendon, Tim Barbee, Doni Green, Michael Morris, Edith Marvin, Maribel Martinez, Lucille Johnson, Jerri Watson, Ken Kirkpatrick, James Powell, Charles Covert, Jonathan Blackman, Randy Richardson, Maggie Lira, Lisa Sack, Jessie Shadowens, Andrei Radu, Rich Matyiku, Richard Michael, Debra Kosarek, Kelly Schmidt, Donna Coggeshall, Chris Klaus

Visitors Present:
None

REGULAR SESSION

PUBLIC COMMENT ON AGENDA ITEMS
President Piel 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 Piel stated that the first item on the agenda was approval of the minutes from the July Board meeting.

Upon a Motion by Mayor Heidemann (seconded by Mayor Hairston), and unanimous vote of all members present, the Board approved the minutes of the July Executive Board meeting.

Item 2   Resolution Authorizing a Fiscal Year 2022 Bridge Improvement Program Grant Application to the United States Department of Transportation

Michael Morris, Director of Transportation, requested Board authorization for the submittal of a Bridge Improvement Program (BIP) grant application to the United States Department of Transportation (USDOT) in the amount of $20 million, as detailed in Attachment 1. The $20 million in BIP funding will be used for the following project: IH 35W/SH 121 Interchange Reconstruction Phase One – Sylvania Avenue Bridge. Staff will work with USDOT on the most efficient method for transferring those funds to the region.

IH 35W / SH 121 INTERCHANGE – SYLVANIA AVENUE BRIDGE

BRIDGE IMPROVEMENT PROGRAM (BIP) - PROJECT		COST / FUNDING STATUS				
TITLE	DESCRIPTION/LIMITS	TOTAL COST	NON-ELIGIBLE COST	ELIGIBLE COST	BIP GRANT (Federal)	MATCH (Non-Federal)
Ultimate IH 35W / SH 121 Interchange Phase One – Sylvania Ave. Bridge	To open ultimate IH 35W / SH 121 footprint, reconstruct SH 121 / Sylvania Ave. bridge, build new NB IH 35W / SH 121 frontage road (with Trinity River bridge) - 4th St. to Riverside Dr., & build new SB SH 121 frontage road - Riverside Dr. to Sylvania Ave. (plus new entrance / exit ramps)	$106 Million	$81 Million [1]	$25 Million	$20 Million	$5 Million [1]

1. State Funds (revenue from refinanced North Tarrant Express financial obligations, plus interest)

Exhibit: 2022-08-02-TR

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

Item 3   Resolution Authorizing a Contract with McKesson Medical-Surgical Government Solutions LLC for Medical Equipment and Supplies

Doni Green, Director of Area Agency on Aging, requested Board approval to enter into a contractual agreement with McKesson Medical-Surgical Government Solutions LLC for medical equipment and supplies, for a maximum five (5) year term and in an amount not to exceed $1,000,000. She explained that the needed medical supplies and equipment are available through the Sourcewell purchasing cooperative contract #022422-MML with McKesson Medical-Surgical Government Solutions LLC which replaced the recently expired Sourcewell contract. The funding comes from the Texas Health and Human Services Commission (HHSC) to purchase medical equipment and supplies on behalf of older persons who are at risk of premature institutionalization.

Exhibit: 2022-08-03-AG

Judge Sweet entered the meeting.

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

Item 4   Resolution Authorizing an Agreement with Environmental Systems Research Institute, Inc. (ESRI) for GIS Software and Support

Tim Barbee, Director of Research and Information Services, requested Board approval to enter into a contractual agreement with Environmental Systems Research Institute, Inc. (ESRI) for GIS Software and Support for a maximum three (3) year term and in an amount not to exceed $660,000. He explained that a variety of software products and services are used in support of agency initiatives. Among these is specialized software for analysis, display, storage, and dissemination of geospatial data. He further explained that NCTCOG has over 30 years invested with ESRI's software platform; and, after an extensive review and analysis of options, executing an enterprise license agreement with ESRI was determined to be the most advantageous solution to staying current with the software used for managing GIS.

Exhibit: 2022-08-04-RIS

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 5 **Resolution Amending Authorization of FY2022 Purchases of Computer Hardware, Software, and Information Technology Contract Services for the Agency**

Tim Barbee, Director of Research and Information Services, requested Board authorization amending the purchase of computer hardware, software, and Information Technology Contract Services, consistent with Attachment A, in an amount not to exceed $4,025,000. He explained that the authorization of purchases was originally approved in September 2021 and subsequently amended in May 2022. Changes will account for the installation of a physical security solution for IT closets containing equipment at the Workforce Centers and the data center. The total authorized not to exceed amount of $4,025,000 will not change, but the vendor allocation will be adjusted as follows:

- Decrease of $125,000 for AVISPL/SKC
- Increase of $125,000 for DataVox

Attachment A

#	Category	Vendor(s)	Costs
	New Board Authorizations		
1	**Client Devices and Accessories:** Includes the cost of all printers, computers, tablets, monitors, accessories, and associated warranties. These items are typically purchased off a cooperative purchasing contract.	CDWG, Dell, SHI	$ 365,000.00
2	**Client Productivity Software and Software as a Service:** Includes the cost of client productivity and collaboration software or software as a service. This includes Adobe, Smartsheet, Zoom, and other productivity software. These items are typically purchased off a cooperative purchasing contract.	Carahsoft, CDWG	$ 90,000.00
3	**Network, Internet, and Voice Equipment and Services:** Includes the cost of equipment for the network routers, switches, firewalls, access points, or enterprise voice and data network equipment and associated warranties and software maintenance. These items are typically purchased off a cooperative purchasing contract.	CDWG, DataVox, Flair Data Systems, SHI, SKC/AVISPL	$ 260,000.00
4	**Data Center and Infrastructure Equipment:** Includes the cost of replacing, upgrading, or purchasing new data center server, storage, and data protection equipment, including any warranties or software maintenance contracts. These items are typically purchased off a cooperative purchasing contract.	FreeIT, UDI/Converged	$ 500,000.00
5	**Cabling and Wiring Services:** Includes the cost of cabling services, installing patch panels and equipment racks, and testing existing cabling and wiring. This will be purchased off a cooperative purchasing contract.	NCS	$ -
6	**Internet, Telephone, and Wide Area Network Services:** Includes the cost for Internet and telephone connectivity for the Agency and the cost of the wide area network connectivity required for the Workforce Department. This will be purchased off a state contract.	AT&T, CenturyLink, Spectrum, TxDIR	$ 295,000.00
7	**Financial System Software Maintenance:** Includes the maintenance of Deltek financial software. This is a sole source purchase.	Deltek	$ 150,000.00
8	**Onboard, Recruiting, and Performance Management Software:** Includes the annual subscription for the SilkRoad Technology software for personnel and performance management. The software is purchased direct.	SilkRoad Technology	$ -
9	**Microsoft CRM Hosting:** Includes the hosting of our CRM environment based on identified business needs of the departments in the Agency.	SHI	$ 60,000.00

10	**Laserfiche Software and Support:** Includes the cost of Laserfiche software and maintenance, and the cost of support services for the Laserfiche software and related technologies. This will be purchased off a cooperative purchasing contract.	MCCi	$ 200,000.00
11	**Website Licensing, Migrations and Support:** Includes the cost of licensing and related services for the main NCTCOG website and other websites on the Kentico platform. This will be purchased off a cooperative purchasing contract.	SHI	$ 325,000.00
12	**Security Software, Services, and Hardware:** Includes funds for the maintenance, support, and associated services for security hardware and software. Typically purchased off a cooperative purchasing agreement.	SHI, Carahsoft, Future Com, Kudelski Security, DataVox	$ 730,000.00
13	**Microsoft Software Support Services:** Includes the cost of the Microsoft annual support contract, and consulting services on Microsoft technologies such as System Center Configuration Manager, SQL Database software, Office 365, and Windows Server. Typically purchased off a cooperative purchasing agreement.	Microsoft, Planet Technologies	$ 150,000.00
14	**Unified Communications Software, Hardware, and Services:** Includes the cost of implementation, services, hardware, and subscriptions for replacing our current on-premise phone system with a Unified Communications as a Service (UCaaS) system. Typically purchased off of a cooperative purchasing agreement with a 36-48 month term.	8x8, Ring Central, SKC/AVISPL, CDWG, Avaya	$ 900,000.00
		TOTAL NEW AUTHORIZATIONS:	$ 4,025,000.00

Exhibit: 2022-08-05-RIS

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

Item   6   Resolution Approving 2022 Regional Citizen Corps Council (R3C) Operating and Policy Guidelines Update

Maribel Martinez, Director of Emergency Preparedness, requested Board approval amending the 2022 Regional Citizen Corps Council (R3C) Operating and Policy Guidelines as reflected in Attachment 1. She explained that the recommended updates to the R3C Operating and Policy Guidelines, supported by the R3C, will improve the efficiency of the Council to help continue preparing the region for all types of disasters.

North Central Texas Council of Governments Emergency Preparedness Department
Attachment 1

NCT Regional Citizen Corps Council
Operating and Policy Guidelines
Revised August 2022

Mission: The mission of the North Central Texas Regional Citizen Corps Council is to further citizen and community preparedness through regional collaborative efforts.

I.   Officer Positions
    a. The Regional Citizen Corps Council shall be led by:
        i.   One (1) chair from a rural[1] jurisdiction and one (1) from an urban[2] jurisdiction.
        ii. **One (1) vice-chair from a rural jurisdiction and one (1) vice-chair from an urban jurisdiction.**
        iii. **One (1) recording secretary.**
        iv. To be considered as a chair or vice-chair the nominee must attend at least 2/3 of the meetings the previous year.

     b. Council officer tenure:
        i. Officers will be subject to re-election **every two (2) years.**
        ii. A simple majority vote of Council members present will be required to re-elect officers to current or new positions.
        iii. Members will be notified of intent to hold officer elections a minimum of one week prior to the meeting in which voting occurs.

II. Council Membership
     a. Council members are encouraged to attend all meetings or designate an alternate.
        i. **Voting Council membership is open to the program managers from: CERT Programs, MRC's, Fire Corps, VIPS, USA on Watch. To be a voting member you must attend 50% of the meetings in the past 12 months.**
        ii. **Non-voting representation may include: American Red Cross, Americorp, emergency management, VOADs, elected officials, non-profits, private industry, and others.**

III. Council Voting
     a. Voting results obtained through a simple majority vote of Council members present will be deemed binding

IV. The Citizen Corps Subcommittee, and/or Working Group
     a. Will convene to address Citizen Corps Program (CCP) specific issues.
     b. CCP subject matter experts, those with direct affiliation with a Citizen Corps Program, will address regional CCP policy and grant issues.
     c. Voting results shall be deemed binding by a simple majority vote of the subcommittee or working group members present.

1. Rural Jurisdiction – A rural jurisdiction is the 12 Rural Counties of North Central Texas (Ellis, Erath, Hood, Hunt, Johnson, Kaufman, Navarro, Palo Pinto, Parker, Rockwall, Somervell, Wise)
2. Urban Jurisdiction – An urban jurisdiction is the 4 Urban Counties (Collin, Dallas, Denton, Tarrant) and the cities within those counties.

Exhibit: 2022-08-06-EP

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

Item 7   Resolution Endorsing the 2022 Update to the North Central Texas Water Quality Management Plan

Edith Marvin, Director of Environment and Development, requested Board endorsement for the 2022 Update to the North Central Texas Water Quality Management Plan (WQMP). The WQMP supports current and future planning decisions concerning water quality efforts, wastewater infrastructure development, watershed management, and related issues and is updated annually. The Texas Commission on Environmental Quality (TCEQ) provides the funding to develop the WQMP. The complete 2022 Update to the North Central Texas Water Quality Management Plan is available at: https://www.nctcog.org/envir/natural-resources/water-resources. NCTCOG staff will forward the WQMP to TCEQ for final approval.

Exhibit: 2022-08-07-ED

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

Item 8   Resolution Approving the Regional Solid Waste Management Plan, 2022-2042

Edith Marvin, Director of Environment and Development, requested that the Board approve the *Regional Solid Waste Management Plan* (Regional Plan), *2022 – 2042*. She explained that the Regional Plan will identify concerns, collect and evaluate necessary data, provide goals, objectives, and action recommendations, as well as provide an overview of the solid waste management environment in the region. Volume I and II of the plan was approved by the Texas Commission on Environmental Quality (TCEQ) Commissioners in 2007 and 2015, respectively. The

updated Regional Plan includes Volume I & II and reflects an extensive process facilitated by NCTCOG and the selected contractor, Burns & McDonnell, Inc. that involved the participation of the Resource Conservation Council, its subcommittees, other stakeholders, and included public meetings to solicit input, update data, and identify regional solid waste management trends, priorities, regional goals, objectives, and action recommendations.

The *Regional Solid Waste Management Plan, 2022 – 2042* is posted at https://www.nctcog.org/envir/materials-management/materials-management-plan. Staff will forward to TCEQ for final approval.

Exhibit: 2022-08-08-ED

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

APPOINTMENTS:

Item   9   **Appointments to the Emergency Preparedness Planning Council (EPPC)**

Maribel Martinez, Director of Emergency Preparedness, explained that the Emergency Preparedness Planning Council (EPPC) is responsible for providing policy direction and oversight functions pertaining to the development and maintenance of a coordinated and integrated regional approach to emergency management planning and response systems. She stated that the EPPC currently has fourteen (14) unfilled population category positions and requested that the Board appoint the following local elected officials to serve for an approximate two-year term:

Council Nominees	Counties
5,000 - 14,999	• Chuck Mohnkern, County Treasure, Kaufman County
• Ray Richardson, Mayor, City of Everman	
• Jim Olk, Mayor, City of Lucas	**Chair/Vice Chair Nominees**
15,000 – 29,999	• Chair: Larry Wooley, Commissioner, Johnson County
• Steven Deffibaugh, Councilmember, City of Princeton	• Vice-Chair: Ray Richardson, Mayor, City of Everman
30,000 – 49,999	
• Carol Strain Burk, Councilmember, City of Lancaster	**Open Population Seats (1 each)**
• Marcus Ray, Councilmember, City of Prosper	1,000 – 4,999
50,000 – 79,999	5,000 - 14,999
• Perry Bynum, Councilmember, City of Euless	30,000 – 49,999
80,000 – 119,999	250,000 – 399,999
• Brandon Jones, Mayor Pro Tem, City of Lewisville	750,000 – 999,999
170,000 – 249,999	Navarro County (1)
• Laura Rummel, Councilmember, City of Frisco (replaces Shawna Huffman)	
• Ron Jensen, Mayor, City of Grand Prairie	
1,000,000 +	
• Adam McGough, Councilmember, City of Dallas	

Exhibit: 2022-08-09-EP

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

STATUS REPORTS:

Item   10   **Status Report on Intent to Create a Regional Property Assessed Clean Energy (PACE) Program for Participating Local Governments**

Edith Marvin, Director of Environment and Development, provided a status report on the Property Assessed Clean Energy (PACE) program for participating local governments. She explained the PACE program provides low-cost, long-term loans to owners of commercial, industrial, and multifamily properties to finance energy efficiency and water conservation retrofits. The program enables owners of existing commercial, industrial, and multifamily properties to obtain low-cost, long-term loans for 100% of the cost of energy-efficiency and water conservation improvements, paid through and secured by a voluntary property assessment conducted by a PACE administrator. Currently twelve cities and six counties have adopted the PACE program administered through a contract with one of two available third-party PACE contractors based in the state.

Ms. Marvin stated that after discussions with cities and counties within our region who have already adopted the PACE program, NCTCOG was encouraged to pursue hosting a regional PACE program. A regional program led by NCTCOG would not compete with existing local programs but would be voluntary to join for local governments that do not already have a PACE program in their jurisdiction. A regionally administered PACE program would further encourage standardization and reduce costs through a centralized application and assessment process. Should NCTCOG proceed with establishing a regional PACE program, a Request for Proposals would be issued in late 2022 to secure a contract with an experienced third-party PACE contractor.

Exhibit: 2022-08-10-ED

Item   11   **Status Report on Proposed Fiscal Year 2023 Annual Fiscal Program**

Mike Eastland addressed the Board and mentioned that the Finance Committee met earlier for a presentation on the Proposed Fiscal Year 2023 Annual Fiscal Program. He recognized Monte Mercer, Molly Rendon, and other members of the Administration Department, along with the Operating Departments, for their contributions to the process. Mayor Heidemann, Chair of the committee, congratulated the staff on their presentation and for being thorough.

Randy Richardson, Assistant Director of Finance, presented the Proposed FY 2023 Annual Fiscal Program and stated that the item would be brought to the Board in September for approval.

MISCELLANEOUS:

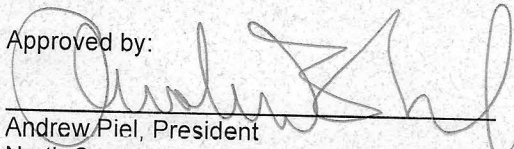**Item   12**   **Old and New Business**

Mike Eastland mentioned that in September the Executive Board Work Sessions would resume and would begin at 12:30 p.m. He also explained that the Board Members would be receiving a questionnaire to complete on behalf of our Auditing Firm, Whitley Penn. Additionally, he stated that the December Board meeting would be cancelled.
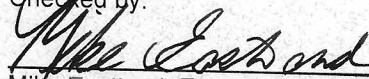
Item   13   **Attendance and Calendar**

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

President Piel adjourned the meeting at 2:21 p.m.

Approved by:

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Andrew Piel, President
North Central Texas Council of Governments
Councilmember, City of Arlington

Checked by:

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Mike Eastland, Executive Director
North Central Texas Council of Governments