



North Central Texas Council of Governments

# MEETING SUMMARY

## Public Works Council

Thursday, November 17, 2022

9:30 AM, Virtual Meeting through Microsoft Teams

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[ad.v2/0?context=%7b%22Tid%22%3a%222f5e7ebc-22b0-4fbe-934c-aabddb4e29b1%22%2c%22Oid%22%3a%22108abda-7ad1-4d0a-bb4a-daf8dca047a2%22%7d](https://teams.microsoft.com/join/19%3ameeting_YjhhY2RjZmUtOWI1ZS00MWEhLWI5NGUtNzAzODNjNTY2MzBk%40thred.v2/0?context=%7b%22Tid%22%3a%222f5e7ebc-22b0-4fbe-934c-aabddb4e29b1%22%2c%22Oid%22%3a%22108abda-7ad1-4d0a-bb4a-daf8dca047a2%22%7d)

Or call in (audio only)

[+1 903-508-4574](tel:+19035084574)

Phone Conference ID: 619 823 449#

Chair: Michael Owen, City of Fort Worth

Vice Chair: Carrie Jones, City of Plano

1. **Welcome and Introductions.** The Public Works Council (PWC) Chair will welcome everyone to the meeting.

Chair Michael Owen (Fort Worth) welcomed everyone to the meeting. Jason Heflin (NCTCOG) mentioned that 11 members were present for a quorum.

## ACTION ITEM

2. **Meeting Summary.** The August 18<sup>th</sup> meeting summary is available for review. Approval will be sought at the meeting.  
Sam Davis (TexasBit) motioned to approve the August 18th meeting summary, seconded by Michael Polocek (Garland). Chair Michael Owen declared it approved.

## DISCUSSION ITEMS

3. **New Member Welcome.** NCTCOG staff will introduce the new members. (Jason Heflin)  
Jason Heflin (NCTCOG) displays 3 slides of the new members for recognition by the Council.
4. **Street Sweeping Contracts.** NCTCOG staff will discuss creating a TXShare regional offering. (Jason Heflin)  
Jason Heflin (NCTCOG) presented a discussion of adding a street sweeping contract to TXShare. Robert Woodbury with Cedar Hill expressed interest, Carrie Jones with Plano did as well. Matt Leppla with Weatherford stated that they are currently piggybacking with the Lewisville. Jody Byer with Carrollton and Michael Owen with Fort Worth expressed interest as well.

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5. **Commercial Driver License (CDL).** Jason English with the City of Frisco will discuss how the city's Public Works employees have become CDL certified.  
Jason English was not present at the meeting.

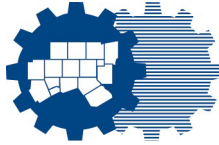
6. **Public Works Technician and Field Personnel - Labor Force and Career Paths for the Future.** NCTCOG staff will seek feedback from the Council on how best to address this FY2023 Public Works Work Program item. (Erin Blackman)  
Erin Blackman (NCTCOG) presented information about public works-related career paths, which is an item included in the FY2023 Public Works Work Program. As indicated, the Council supports focusing efforts on development of the future labor force for skilled technical labor including technicians and field personnel. Due to a shortage of applicants, public works departments are struggling to fill positions. Training and knowledge of career paths are focus areas. Some of the suggested partnerships include high schools, community colleges, technical colleges, industry, and professional associations.

In order for NCTCOG staff to assist with this effort, Erin wanted to understand whether entities are having difficulty filling positions because of the lack of awareness of public works careers, lack of qualified applicants, combination of both, or other reason. If the problem is a lack of awareness of public works careers, Erin asked whether partnering on job fairs and/or equipping career counseling professionals in the schools would be potential solutions. If the problem is a lack of qualified applicants, Erin asked whether efforts should include the development of a public works curriculum or apprenticeship or development of additional trainings at NCTCOG.

Before Erin opened the floor for comments, she provided background on existing resources. First, APWA has some resources that NCTCOG and the Council could potentially tap into (such as Student Outreach resources). Second, regarding the curriculum or apprenticeship, NCTCOG E&D staff met with a staff person in NCTCOG's Transportation Department who is working with Dallas College to build a curriculum to support the automated vehicle industry; a significant amount of money is involved in this effort. That money was provided by a grant. However, if a huge need and opportunity is presented, community colleges may be willing to assist without that funding.

Erin mentioned that she searched for possible funding opportunities, which led her to a Registered Apprenticeship Program coordinated by NCTCOG's Workforce Development Department. The following information about the apprenticeship program was provided:

- The Registered Apprenticeship Program is an earn-while-you-learn customized training model and is an option for employers to train employees to their exact specifications and prepare them for work within their organization.
- There are potential funding sources to supplement this work in partnership with the Workforce Development Department.
- The Department of Labor would work hand-in-hand with the group to develop curriculum and program standards based on what occupation(s) are identified as critical.
- NCTCOG and the Council could work with local community colleges to help develop and deliver the training.



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If the Council is interested, Brandi Harrison Trotter with Workforce would be happy to do an information session to provide more detail about the Registered Apprenticeship Program. Erin asked the Council for feedback, and the following comments were provided:

- Juan Cadena (Fort Worth) indicated the difficulty in filling CDL-related training. They attend job career days in the local high schools and recently attended a job fair with the Texas Workforce Commission. He indicated that an awareness of careers is a problem. When asked by Erin if outreach materials would help, Juan responded yes.
- Derek White (Dallas) mentioned UTA's Public Works Institute.
- Sam Davis (TexasBit) mentioned that there is a big initiative to bring new hires into public works. He thought there may be an opportunity for collaboration with Associated General Contractors Workforce Committee, which may be a source of funding through private development – there is a leadership meeting in December.
- Robert Woodbury (Cedar Hill) mentioned resources through the APWA and its local branch and efforts to reach junior colleges. He recommended getting a group together to collaborate on such initiatives.

7. **Public Works-Related Trainings.** NCTCOG staff will discuss training ideas and seek feedback from the Council on the types of trainings they would like offered in FY2023. (Erin Blackman)

Erin Blackman (NCTCOG) identified recent offerings of public works-related trainings, which include:

- Construction Contracts Administration, held annually 2018-2021
- New Inspectors Training, held in 2018 and 2020
- Construction Best Practices Training, held in 2017

She also listed a variety of other trainings offered through APWA and TEEX related to public works including:

- Construction Inspection 201-Project Management
- Ethics in Public Works
- Public Works Math 101-Calculating Concrete and Asphalt
- VISTA Equipment Training
- Principles of Public Works Operations
- Infrastructure and safety

Erin asked the Council for input on what training their staff would benefit from. The following comments were provided:

- Sam Davis (TexasBit) indicated that TXAPA offers an Inspector Asphalt Education Program that NCTCOG could look into (Sam will provide contact information). Several commented that that would be a beneficial training.
- Jim Lockart (Waxahachie) mentioned the Construction Inspector's Training would be beneficial.

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- Kyle Sugg (Pantego) liked the idea of the Construction Inspector's Training and Asphalt Training.
- Matt Leppla (Weatherford) indicated interest in learning more about fleet management/equipment preventative maintenance (e.g., tips to prove the value of public works equipment) and APWA's VISTA Equipment Training may be relevant. Jay VonAhsen (APWA) mentioned that APWA provides members with 10-25% off this training.

Erin indicated that she would investigate these options. Edith Marvin (NCTCOG) asked the Council to assist with the Construction Inspector's Training by reaching out to senior level inspectors within their communities to consider teaching the class.

- Sam Davis, TexasBit/Associated General Contractors – TEX APA offers course for asphalt inspectors for TXDOT – maybe they could put on a class for COG members as well?
- Jim Lockhart, Waxahachie – Construction Inspectors Training was helpful and could be done again.
- Michael Owen, needing a lot of equipment trainings; what is VISTA? [Provider of equipment.]
- Kyle Sugg said multiple staff members are interested in inspectors training and the asphalt training.
- Edith Marvin – Inspectors training is fantastic – needs to be led by senior inspector who know the ropes and best practices. Done it out in the field, always looking for volunteers from members who have basic history and knowledge to help younger inspectors.
- Matt Leppla – Maybe have staff put together best practices in putting together for budget meetings to help explain value of equipment we have.
- Jay VonAhsen, APWA provides members 10 – 25% off certain VISTA training modules and kits.

8. **Mobility 2045 Update Policy Bundle.** NCTCOG staff will discuss the 12-county region's Policy Bundle process to award Transportation Development Credits for federal transportation projects. (Amy Johnson)

Amy Johnson is with NCTCOG's Transportation Department. She discussed the Metropolitan Transportation Plan Policy Bundle. On a voluntary basis, entities can adopt/implement policies to qualify for transportation development credits (TDC). TDCs from the federal government and can be used to fulfill the local match for federal funding. Agencies across the 12-county region can take part in this program.

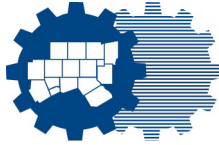
New policies for Round 5

- Comprehensive Air Quality Action Plan
- Equity
- Roadway Safety Improvement
- Asset Management
- Street Connectivity

TDCs awarded in FY23 can be used in FY24 & FY25. Round 5 opens early 2023.

9. **Public Works Roundup.** NCTCOG staff will provide feedback from the Public Works Roundup held in September and will seek input on whether the next Roundup should take place in September or return to May to coincide with Public Works Week. (Erin Blackman)

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Erin Blackman (NCTCOG) provided a recap of the 23rd Annual Public Works Roundup held September 13, 2022. There were 10 gold sponsors and 10 silver sponsors. 185 people attended representing 67 organizations (cities, counties, special districts, consultants, etc.), and the presentations are posted to the Public Works Roundup webpage, <https://www.nctcog.org/envir/public-works/annual-public-works-roundup/2022-public-works-roundup>.

She then informed the Council of the results of the evaluations. NCTCOG received only 37 completed evaluations. Everyone who completed the evaluation said they would attend the event again. Everyone responded “excellent” or “good” as it relates to overall impression and usefulness of the content. Only one person responded “fair” when asked if their needs were met. More information was gathered on what attendees would add or change and other topics of interest. The responses that were similar among more than one respondent are included in the presentation. To address some of those comments, Erin noted that NCTCOG can look into a different caterer and can look to provide screens so people sitting in the back can better see the presentations.

Erin also sought input on the 24th Annual Public Works Roundup and asked if the Council prefers it to take place in September again or move it back to May to line up with National Public Works Week (May 21-27, 2023). Many responded that they prefer the September timeframe. Erin suggested a Friday and there were many in agreement that that would work. They also seem to like the Grapevine Convention Center – for location and for its size. It was suggested that we encourage attendees to use the Trinity Metro TEXRail, which stops at the Grapevine Main Station – a 10-minute walk to the Convention Center.

Erin indicated that NCTCOG will start looking at dates and will seek input on presentation topics at the next Council meeting.

### INFORMATION ITEMS

10. **FY 2023 Public Works Work Program Update.** NCTCOG staff will update the Council on recent Public Works efforts and Subcommittee activities. (Jason Heflin)
  - **Standard Drawings Subcommittee.** A Subcommittee representative will brief the Council on progress made towards updating the drawings in the Construction Standards Fifth Edition. (Chris Cha)  
Chris Cha (Pacheco Koch) updated the Council on the status of the work in the Standard Drawings Subcommittee. The subcommittee met on October 24th and determined that Divisions 2000 and 6000 are ready for submittal to the Council for approval; Divisions 4000 and 5000 have a little work to do. The next Subcommittee meeting will occur in December or January. The subcommittee will bring drawings to the Council for approval during the February meeting.
  - **Sustainable Public Rights of Way (SPROW) Subcommittee.** A brief introduction of the new SPROW chair followed by a few words. (Jason Heflin, Caroline Waggoner)

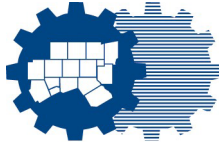
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Jason Heflin (NCTCOG) introduced new SPROW Subcommittee Chair Caroline Waggoner (North Richland Hills). Caroline mentioned the upcoming subcommittee meeting on December 6th and that the discussion would be about Complete Streets, the next chapter in the Best Management Practices Guidebook. Caroline also mentioned that during the Regional Transportation Council meeting, Complete Streets was a contentious issue.

- **integrated Stormwater Management (iSWM) Activities.** The Subcommittee Chair will present an update of iSWM program activities. (Ranjan Muttiah)  
Ranjan Muttiah (Fort Worth) updated the Council that the next Subcommittee meeting will be Jan. 11, 2023, at 1:30 pm via MS Teams.  
A Request for Statement of Qualifications (RFSQ) is posted online through December 8, 2022. Scoring will follow closing of the RFSQ.  
FY23 Work Program Tasks were approved by the subcommittee in October and are available online.  
The City of Arlington was recently awarded a Bronze iSWM Certification for their stormwater management criteria - congrats Arlington!

#### 11. Other Program Activities.

- **Cooperative Technical Partnership Program and the Community Rating System Users Group.** NCTCOG staff will provide an update on FEMA's Cooperative Technical Partner (CTP) Program activities and the Floodplain Administrators/Community Rating System Users Group. (Kate Zielke and Erin Blackman)  
Erin Blackman (NCTCOG) updated the Council on the combined Community Rating System (CRS) Users Group and Elected Officials Floodplain Seminar held October 25, 2022. There were 41 attendees, including 7 elected officials; presentations covered City of Dallas' CRS Rating of 4, a Regional Flood Planning Update, and the Integrated Transportation and Stormwater Infrastructure Initiative; all presentations are posted to NCTCOG's CRS Users Group Webpage. Erin mentioned that the goal is to hold quarterly CRS Users Group meetings (with one annually to include elected officials), and to send her future meeting topic ideas.
- **Public Works Emergency Response Team (PWERT).** A PWERT representative will give an update on recent PWERT activities. (Barry Fulfer)  
Barry Fulfer (PWERT) forwarded notes to Jason Heflin (NCTCOG) via email: PWERT had a deployment of light towers in support of the air show crash in Dallas last week. No other deployments at this time.  
A meeting will be scheduled in the next couple of weeks to discuss the State Homeland grant submittal for this year. The grant applications are due on December 31st.
- **Texas Chapter of American Public Works Association (TX-APWA).** The Council will be updated on upcoming local events and meetings. (Jay VonAhsen)  
Jay VonAhsen (TX-APWA) gave an update on upcoming events.
  - December 2, 2022: 4th Annual NC Branch Rodeo, Haslet. Equipment operators will duel it out for bragging rights and advancement to the State Rodeo Competition
  - lunch and gift card giveaways will be provided by ASCO Equipment
  - Event link: <http://nctxbranch.apwa.net/EventDetails/30184>



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- December 13, 2022: NC Branch Holiday Luncheon, Carrollton, 11:30 a.m. to 1:00 p.m.
- Registration available here: <http://nctxbranch.apwa.net/EventDetails/30181>
- February 6-8, 2023: TX-APWA Public Workshop and Equipment Roadeo Competition, Georgetown. Registration and information here: <http://texas.apwa.net/EventDetails/30001>
- May 21 – May 27, 2023: National Public Works Week
- June 27 – June 29, 2023: TX-APWA Annual Conference, Waco. More details will be posted to: <http://texas.apwa.net/EventDetails/30002>

### OTHER BUSINESS AND ROUNDTABLE DISCUSSION

**12. Future Agenda Items.** PWC Members and NCTCOG staff may suggest future agenda items.

Chad Marbut (Weatherford) suggested asset management, equipment requests/purchases as mentioned earlier in the meeting.

Kyle Sugg (Pantego) suggested that it may be a good time to have an agenda item or presentation/general discussion on winterization and severe weather preparation.

**13. Roundtable Topics/Other Business.** Council members and NCTCOG staff may share additional items as time allows.

- Juan Cadena (Fort Worth) asked whether anyone is addressing licenses for Class A, non-commercial, over 26,000 pounds (like fire departments).
- Crystal Bowman (Carrollton) said Carrollton was told that public works does not qualify for Class A non-CDL license.
- Keith Miertschin (Grapevine) said there is a state exemption for fire departments without CDL.
- Juan Cadena replied this may need to be argued at a state level to get public works recognized as a first responder.
- Jay VonAhsen (TX-APWA) said that in November 2017, the American Public Works Association Board of Directors approved the adoption of a national "Public Works First Responder" symbol for use throughout North America to identify public works personnel and acknowledge their federally mandated role as first responders.
- Cecelia Rutherford (Dallas County) said Dallas County is now APWA Certified.
- Dillon Luna (City of Northlake) said the city offers entry level driver training compliance if interested.
- Jody Byerly (Carrollton) mentioned APWA Public Works Institute training in April 2023 in the Houston area
- Robert Woodbury (Cedar Hill) encouraged folks to attend the SPROW meeting.
- Michael Owen (Fort Worth) asked Dillon Luna about discussing CDL.
- Dillon Luna (City of Northlake) said the portal federal requirements were fairly broad. J.J. Keller provided a training manual with curriculum customized to

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Northlake's needs and quizzes for new hires on chapters. Once all requirements are completed, send to DMV for next step.

- Jody Byerly (Carrollton) has developed the same type of CDL training.

14. **The Next PWC Meeting** is scheduled for February 16, 2023 at 9:30 am in person at NCTCOG offices.

Robert Woodbury (City of Cedar Hill) said that the calendar invitations show a Teams link in the invitations. This may need to be corrected.

15. **Adjournment.**

If you have any questions regarding the meeting or agenda items, please contact Jason Heflin by phone at (817) 695-9213, or by email at [JHeflin@nctcog.org](mailto:JHeflin@nctcog.org).

### **Attendance**

Virtual meeting through Microsoft Teams

Carrie Jones (Vice Chair), City of Plano

Sam Davis, TexasBit

Juan Cadena, City of Fort Worth

Michael Owen (Chair), City of Fort Worth

Michael Polocek, City of Garland

Paul Sparkman, City of McKinney

Mark Hines, Collin County

Chris Cha, PachecoKoch

John Ho, Huitt-Zollars

Lyndon Cox, Terracon

Bart VanAmburgh, City of Mansfield

Brian Avirett, Shield Engineering Group

Brooks Williams, City of Ferris

Caroline Waggoner, City of North Richland Hills

Cecelia Rutherford, Dallas County

Chad Marbut, City of Weatherford

Crystal Bowman, TEKSystems

Dillon Luna, City of Northlake

Jeremy Hutt, City of Cleburne

Jody Byerly, City of Carrollton

Keith Miertschin, City of Grapevine

Kelly Dillard, Walter P Moore

Kyle Sugg, City of Pantego

Lisa Crossman, City of Mesquite

Jim Lockart, City of Waxahachie

Matt Leppla, City of Weatherford

Max Aransen, Shield Engineering Group

Mike Bennett, Shield Engineering Group

Ranjan Muttiah, City of Fort Worth

Jeffrey Roberts, LAN, Inc.

Scott Monaghan, City of Fate

Jay VonAhsen, TXAPWA

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Walter Thomas, City of Irving  
Michael Wellbaum, Shield Engineering Group  
Derek White, City of Dallas  
Robert Woodbury, City of Cedar Hill  
Douglas Wiersig, Raba Kistner  
Edith Marvin, NCTCOG  
Kate Zielke, NCTCOG  
Erin Blackman, NCTCOG  
Jason Heflin, NCTCOG  
Casey Cannon, NCTCOG  
Liliana Sheppard, NCTCOG

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