NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS
EXECUTIVE BOARD MEETING
Minutes — January 26, 2017
Transportation Council Room
616 Six Flags Drive
Arlington, Texas

Vice-President Lombard called the regular meeting of the North Central Texas Council of Governments Executive Board to order at 12:46 pm on January 26, 2017.

Members of the Board Present:
Tom Lombard – Vice President, Councilmember, City of North Richland Hills
Kevin Strength – Secretary/Treasurer, Mayor, City of Waxahachie
John Horn – Past President, County Judge, Hunt County
Bruce Archer, Deputy Mayor Pro Tem, City of Mesquite
J.D. Clark, County Judge, Wise County
Clay Jenkins, County Judge, Dallas County
Dan McClendon, Mayor Pro Tem, City of Burleson
Bobbie Mitchell, Commissioner, Denton County
Keith Self, County Judge, Collin County
Ray Smith, Mayor, City of Prosper
Chris Watts, Mayor, City of Denton
B. Glen Whitley, County Judge, Tarrant County
Kathryn Wilemon, Councilmember, City of Arlington
Bruce Wood, County Judge, Kaufman County

Members of the Board Absent:
Lissa Smith – President Mayor Pro Tem, City of Plano
Kelly Allen Gray, Councilmember, City of Fort Worth
Lee Kleinman, Councilmember, City of Dallas
Jeff Leach, State Representative

Members of the Staff Present:
Mike Eastland, Executive Director
Monte Mercer, Deputy Executive Director
Tim Barbee, Director of Research and Information Services
Doni Green, Director of Aging
Michael Morris, Director of Transportation
Edith Marvin, Director of Environment and Development
Molly Thoerner, Director of Emergency Preparedness
Christy Williams, Director of 9-1-1
Lucille Johnson, Assistant to the Executive Director
Stephanie Cecil, Administrative Assistant, EDO
Dan Kessler, Assistant Director of Transportation
Ken Kirkpatrick, Transportation Counsel
James Powell, Assistant Counsel, Transportation
Karen Richard, Chief Human Resources Officer
Dana Buckholt, Manager, Workforce
Tamara Cook, Manager, Environment & Development
Chris Klaus, Senior Program Manager, Transportation
Mindy Mize, Program Manager, Transportation
Molly Rendon, Assistant Director of Finance, Administration
Pamela Burns, Communications Supervisor, Transportation
Tim Reid, IT Manager, Research and Information Services
REGULAR SESSION

Presentation of NCTCOG Service Awards:

The following members of NCTCOG staff were awarded for their years in service. Those present were acknowledged by Vice-President Lombard and Mike Eastland.

45 Years
Kristy Keener

10 Years, con’t.
Jason Brown

40 Years
Alice Webster

Pamela Burns

35 Years
Dan Kessler

Merrily Carey

30 Years
Vercie Pruitt-Jenkins

Stephanie Cecil

Mark Stephens

Clay Dilday

25 Years
Mike Hensley

Camille Fountain

Kelly Schmidt

Dorothy Hale

Christy Williams

April Leger

20 Years
Doni Green

Laura Mardones

15 Years
Ying Cheng

Terri Perry

Dawn Dalrymple

Heriberto Quintana

Brian Flood

Samuel Simmons

Shad Lancaster

20 Years
Kelly Schmidt

John Vickery II

Christy Williams

Karla Weaver

5 Years
Kelly Schmidt

Elizabeth Whitaker

45 Years
Doni Green

Hua Yang

15 Years
Ying Cheng

5 Years
D’anza Alexander

Dawn Dalrymple

Kenneth Bergstrom

Brian Flood

Jonathan Blackman

Shad Lancaster

Marcie Bruner

Shannon Stevenson

Shannon Byrd

Rodger Mann

John Humphreys

Debra Murry

10 Years
Timothy Barbee

Jamie Patel

Michael Bort

Hilaria Perez

10 Years
Timothy Barbee

Karen Price

ACTION:

Item 1 Approval of Minutes

Vice-President Lombard stated that the first item on the agenda was approval of the minutes from the December 2016 Board meeting.

Upon a Motion by Judge Whitley (seconded by Judge Horn), and unanimous vote of all members present, the Board approved the minutes of the December 2016 Executive Board meeting.

Item 2 Resolution to Accept and Approve the Quarterly Investment Report

Monte Mercer, Deputy Executive Director, asked the Board to accept and approve the quarterly investment report, which shows the investment activity for the quarter that ended on December 31, 2016, including: the
average rate of return, cumulative transactions, and beginning and ending balances for the quarter. A supplementary schedule regarding the State’s investment activity for the Regional Toll Revenue funds, as well as the NTTA Hwy 161 funds, was also provided.

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

See Exhibit 2017-01-02-AA

Item 3 Resolution Approving Reallocation of Materials Management Pass-Through Grant Funds

Edith Marvin, Director of Environment and Development, explained that the Board previously approved projects for the 2016 Materials Management Call for Projects. Some of those originally funded projects may result in unused funds that need to be reallocated. She asked the Board to authorize the reallocation of unexpended funds, at the recommendation of the RCC and with approval from TCEQ, subject to the total program amount of $1,300,438.

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

See Exhibit 2017-01-03-ED

Item 4 Resolution Authorizing Contracts for 9-1-1 Voice and Data Network Services

Christy Williams, Director of 9-1-1 Programs, explained that in order to acquire much-needed capacity and increase 9-1-1 network reliability, NCTCOG contracted for hardware and services to build an alternate, resilient and robust network to carry critical 9-1-1 voice and data traffic. She requested authorization to award contracts with a maximum nine (9) year term, including an initial three-year term with three (3) optional two-year renewals to:

1. Masergy Cloud Communication Inc. for VPLS PSAP network services
2. GDT Advanced Solutions LLC for network monitoring and change management services
3. GTT Communications Inc. for microwave backhaul network services

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

See Exhibit 2017-01-04-911

Item 5 Resolution Endorsing Submittal of the Fiscal Year 2017 Regional Implementation Plan to the Office of the Governor (OOG) Homeland Security Office

Molly McFadden, Director of Emergency Preparedness, asked the Board to endorse the submittal of the 2017 Regional Implementation Plan (RIP) to the Office of the Governor. The RIP is an annual state requirement that identifies accomplishments and future priorities for grant funds, including the State Homeland Security Program (SHSP) grant. The RIP was developed by the Emergency Preparedness Department, in conjunction with the Regional Emergency Preparedness Advisory Committee (REPAC) and the Emergency Preparedness Planning Council (EPPC). The Threat and Hazard Identification Risk Assessment (THIRA) and the State Preparedness Report (SPR) are attachments to the RIP. The THIRA identifies and assesses the region’s threats and hazards, and the SPR identifies the region’s capabilities and gaps using the Department of Homeland Security (DHS) core capabilities list.

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

See Exhibit 2017-01-05-EP

Item 6 Resolution Authorizing a Contract with 22nd Century Technologies for Website Services

Tim Barbee, Director of Research and Information Services, explained that in 2016, NCTCOG procured American Eagle, through a GSA contract with Efiia, to begin the project of updating the NCTCOG website and web content
management system. To complete this project, staff desires to continue utilizing American Eagle through 22nd Century Technologies, which is also available through a GSA cooperative contract, in an amount not to exceed $567,000 over three years.

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

See Exhibit 2017-01-06-911

Item 7 Resolution Endorsing a Contract with AECOM for High-Resolution Orthophotography and Lidar Data

Tim Barbee, Director of Research and Information Services, explained that NCTCOG routinely facilitates the cooperative purchase of high-resolution orthophotography, LiDAR and related services on behalf of its member governments through a Master Services Agreement (MSA) with Woolpert. Due to the expiration of the MSA, staff will continue to use Woolpert by utilizing a State of Texas Department of Information Resources cooperative contract with AECOM. This will allow the completion of the project according to the original schedule. He asked the Board to endorse a contract with AECOM in an amount not to exceed $2,000,000.00. Project participants provide the funding necessary to carry out this initiative.

Judge Horn left the meeting.

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

See Exhibit 2017-07-RIS

Item 8 Resolution Authorizing an Agreement with the North Texas Tollway Authority for Travel Demand Modeling and Traffic Forecasting Assistance

Michael Morris, Director of Transportation, asked for authorization to enter into an agreement and receive funds from the North Texas Tollway Authority (NTTA), for technical assistance, in the amount of approximately $75,000. He explained that NTTA has requested travel modeling technical assistance (such as forecasting, environmental analyses, toll road feasibility/viability assessments, and corridor studies) to support the analysis of potential toll road facilities.

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

See Exhibit 2017-01-08-TR

Item 9 Resolution Endorsing INVEST Round 3 Grant Application to the Federal Highway Administration

Michael Morris, Director of Transportation, explained that the Federal Highway Administration (FHWA) has funding available for the analysis and implementation of sustainability best practices in regional transportation studies. He asked the Board to endorse an application for these funds that was submitted on January 5, 2017, and for approval to receive approximately $50,000 through the Infrastructure Voluntary Evaluation Sustainability Tool (INVEST) program. The local match of $50,000 is from Regional Transportation Council (RTC) Local funds. The funds will be used to identify and implement sustainability best practices in the update of the Regional Outer Loop Corridor Feasibility Study that was completed in 2011.

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

See Exhibit 2017-01-09-TR
Item 10  Resolution Authorizing Receipt of Additional Funds from the US Department of Energy for the Dallas-Fort Worth Clean Cities Coalition Programmatic Support

Michael Morris, Director of Transportation, explained that with previous approval of the Board, NCTCOG applied for and was designated by the US Department of Energy (DOE) as a Clean Cities Coalition. Since that designation, NCTCOG has served as the host organization for the Dallas-Fort Worth Clean Cities Coalition (DFWCCC). He asked the Board to authorize the receipt of additional DOE funds, in the amount of approximately $45,000, to continue to support the DFWCCC program.

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

See Exhibit 2017-01-10-TR

Item 11  Resolution Authorizing Consultant Contracts for Completion of the Traffic Count and Classification Program

Michael Morris, Director of Transportation, recommended approval of contracts with GRAM North Texas, Inc., in an amount not to exceed $160,000 and to ETC Institute, in an amount not to exceed $170,000, to conduct the Traffic Count and Classification Program. He explained that the purpose of the Traffic Count and Classification Program is to collect, analyze, and compile updated information regarding the hourly variations of traffic flows and the classification of vehicles at multiple locations throughout the region. The (FY) 2016 and FY2017 Unified Planning Work Program for Regional Transportation Planning provides for conducting traffic counts. The data sets from the program will be used for freight planning and the calibration and validation of NCTCOG’s Dallas-Fort Worth Regional Travel Model. The funding for this program is the Surface Transportation Block Grant Program and the match is satisfied by Regional Transportation Council Local funds and state match.

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

See Exhibit 2017-01-11-TR

APPOINTMENTS:

Vice-President Lombard called upon Councilmember Wilemon to give a report on the meeting of the Appointments Committee. She reported that all the appointments were approved as presented to the committee and she made a motion to approve Appointment Items 12, 13, 14 and 16, as recommended and described below.

Upon a Motion by Councilmember Wilemon (seconded by Judge Clark), and unanimous vote of all members present, the Board approved the appointments in Items 12, 13, 14 and 16 as presented.

Item 12  Appointments to the 9-1-1 Regional Advisory Committee

Christy Williams, Director of 9-1-1 Programs, recommended the reappointment of Hood County Sheriff Rodger Deeds and Urban County Representative Mayor Steve Terrell for three year terms on the 9-1-1 Regional Advisory Committee.

Item 13  Appointments to the Regional Aging Advisory Committee (RAAC) and Election of Officers

Doni Green, Director of Aging, presented nine nominations to fill 13 vacancies on the North Central Texas Area Agency on Aging Regional Aging Advisory Committee (RAAC). She also explained that RAAC has selected 2017 officers, as follows:

Officers:
President: Allen Sumners of Somervell County
Vice-President: Berniece Reeves-Brown of Hunt County
Secretary: Sue Whitehurst of Collin County
Appointments:
Navarro County: Carroll Sigman and Camesha Busby
Hunt County: Berniece Reeves-Brown
Wise County: Tim Woodruff
Erath County: Bailee McCauley
Somervell County: Laverne West
Parker County: Shirley Leverett
Kaufman County: Homer Norville
Rockwall County: Monte Allred

Item 14 Appointments to the North Central Texas Economic Development District Board - Lucille Johnson

Lucille Johnson, Assistant to the Executive Director, explained that in December of 2016, NCTCOG received notification from the Assistant Secretary of Commerce for Economic Development, U.S. Department of Commerce, that the North Central Texas region is approved for designation as an Economic Development District (EDD), which will be known as the North Central Texas Economic Development District (the District). She reminded the Board that the bylaws of the District were approved at the October 27, 2016 Board meeting. The District, which is charged with the maintenance and implementation of the Comprehensive Economic Development Strategy (CEDS) for North Central Texas, will facilitate Economic Development Administration (EDA) grant opportunities. The District requires a Board, which serves as an advisory board to the NCTCOG Executive Board, and adequate staff support to carry out its functions. According to the bylaws, the NCTCOG Executive Board will appoint no less than 36 and not more than 43 EDD Board members to initial three year terms according to the parameters provided for in the bylaws. She asked the Board to appoint 31 initial members, as follows:

1. Rick Loessberg, Director of Planning & Development, Dallas County
2. Lisa McMillan, Economic Development Coordinator, Tarrant County
3. Scott Jones, Director of Economic Development, Navarro County and City of Corsicana
4. Judge Bruce Wood, County Judge, Kaufman County
5. Greg Sims, President & CEO, The Greenville Board of Development & The Greenville 4a Economic Development Corporation
6. Marty Nelson, Director of Economic Development, City of Ennis
7. Sheri Franzia, President, Rockwall Economic Development Corporation
8. Judge J. D. Clark, County Judge, Wise County
9. Robert Sturns, Economic Development Director, City of Fort Worth
10. David Schleg, Senior Coordinator, City of Dallas Economic Development
11. Marty Wieder, Economic Development Director, City of Grand Prairie
12. Erica Sullivan, Economic Development Analyst, City of Denton
13. Craig Hulse, Director of Economic Development, City of North Richland Hills
14. Scott Welmaker, Director of Economic Development, City of Mansfield
15. Kassandra Carroll, Economic Development Coordinator, City of Waxahachie
16. Jennette Killingsworth, Executive Director, Little Elm Economic Development Cooperation
17. Warren Ketteman, Director of Economic Development, City of Forney
18. Orlando Campos, Director, Economic Development & Tourism, Town of Addison
19. Michael Talley, Director of Economic Development, City of Keene
20. John Hubbard, Executive Director, Stephenville Economic Development Authority
21. Jamie Woodall, Economic Development Coordinator, City of Lake Worth
22. Mickey Hillock, President, Hillock Foods, Inc., Navarro County
23. Jack Thompson, Economic Developer and President of Orasi Development
24. Dr. Jim Quick, Associate Vice President for Research and Dean of Graduate Studies, SMU
25. Fred Schmidt, Director Community & Industry Education Program Development, Tarrant County College
26. Judy McDonald, Executive Director, Workforce Solutions for Tarrant County
27. Kevin Holzbog, Executive Director, Bridgeport Economic Development Corporation
28. Margaret Seld, Director of Economic Development, Dallas Regional Chamber
29. Leslie Leerskov, Director, Navarro Small Business Development Center
30. Janie Havel, Economic Development and Tourism, Governor’s Office
31. Karen Wright, Executive Director, Dublin Economic Development Corporation

Item 15 Appointments to the Emergency Preparedness Planning Council 2017 (EPPC)

This item was postponed.
Item 16  Appointments to the Collaborative Adaptive Sensing of the Atmosphere (CASA Wx) Executive Council 2017

Molly McFadden, Director of Emergency Preparedness, recommended appointing Albert Martinez, Chief Meteorologist for Univision and Nestor Flecha, Chief Meteorologist for Telemundo, to the Collaborative Adaptive Sensing of the Atmosphere (CASA Wx) Executive Council 2017.

MISCELLANEOUS:

Item 17  Old and New Business

There was no old or new Business.

Item 18  Attendance and Calendar

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

Vice-President Lombard adjourned the meeting at 1:40 pm.

Approved by:  

[Signature]

Lissa Smith  
President, North Central Texas Council of Governments  
Mayor Pro Tem, City of Plano

Checked by:  

[Signature]

Mike Eastland, Executive Director  
North Central Texas Council of Governments