

**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS
EXECUTIVE BOARD MEETING**

Minutes — May 26, 2016

Transportation Council Room

616 Six Flags Drive
Arlington, Texas

President Horn called the regular meeting of the North Central Texas Council of Governments Executive Board to order at 12:45 pm on May 26, 2016. He explained that because a quorum was not present, the Board would hear the status reports until a quorum is reached.

STATUS REPORTS:

Item 14 Status Report on Aging Lifespan Respite Programs

Doni Green, Director of Aging, updated the Board on the respite programs of the NCT Area Agency on Aging (NCTAAA) and North Central Texas Aging and Disability Resource Center (NCTADRC), including:

- A recently awarded Lifespan respite grant from the Texas Department of Aging and Disability Services (DADS). The program targets caregivers of younger persons with disabilities who don't qualify for other federal or state programs and provides respite vouchers to caregivers who experience an urgent need because of a change of circumstances.
- A NCTADRC application for DADS' newest respite program funds. The application proposes to help fund a volunteer program offered by a nonprofit organization in Parker County. The program offers respite for caregivers of individuals of all ages via a therapeutic horse-riding program. Additional funding will enable it to offer three new summer camps.

Item 15 NCTCOG 50th Anniversary Celebration - Transportation Department

Michael Morris, Director of Transportation, stated that this year represents a milestone for NCTCOG: 50 years of regional cooperation. As part of the ongoing celebration of the 50th Anniversary, the Transportation Department shared memories and a video of transportation history.

REGULAR SESSION

Having obtained a quorum, President Horn called the regular meeting of the North Central Texas Council of Governments Executive Board to order at 1:00 pm on May 26, 2016.

Members of the Board Present:

John Horn – President, County Judge, Hunt County
Lissa Smith – Vice President, Mayor Pro Tem, City of Plano
Tom Lombard – Secretary/Treasurer, Councilmember, City of North Richland Hills
Bruce Archer, Deputy Mayor Pro Tem, City of Mesquite
Michael Gaspie, Deputy Mayor Pro Tem, City of Arlington
Clay Jenkins, County Judge, Dallas County
Lee Kleinman, Councilmember, City of Dallas
Dan McClendon, Mayor Pro Tem, City of Burleson
Keith Self, County Judge, Collin County
Laura Wheat, Mayor, Town of Westlake

Members of the Board Absent:

Kathryn Wilemon – Past President, Councilmember, City of Arlington
J.D. Clark, County Judge, Wise County
Kelly Allen Gray, Councilmember, City of Fort Worth
Jeff Leach, State Representative

Bobbie Mitchell, Commissioner, Denton County
Kevin Strength, Mayor, City of Waxahachie
Chris Watts, Mayor, City of Denton
B. Glen Whitley, County Judge, Tarrant County

Members of the Staff Present:

Mike Eastland, Executive Director
Monte Mercer, Deputy Executive Director
Tim Barbee, Chief Information Officer, Research and Information Services
Doni Green, Director of Aging
Michael Morris, Director of Transportation
David Setzer, Director of Workforce Development
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, Executive Director's Office
Dan Kessler, Assistant Director of Transportation
Ken Kirkpatrick, Transportation Counsel
Karen Richard, Chief Human Resources Officer
Vickie Alexander, Administrative Program Supervisor, Transportation
Mark Brown, Program Manager, 9-1-1
Christie Gotti, Senior Program Manager, Transportation
Mindy Mize, Program Manager, Transportation
James Powell, Assistant Counsel, Transportation
Molly Rendon, Assistant Director of Finance, Administration
Shannan Ramirez, Chief Accounting Officer, Administration
Kelly Schmidt, Senior Criminal Justice Planner
Amanda Wilson, Public Involvement Manager, Transportation

Visitors Present:

David Kerr, RCCC, Fire and Rescue, Plano

ACTION:

Item 1 Approval of Minutes

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

Upon a Motion by Councilmember Archer (seconded by Councilmember Glaspie), and unanimous vote of all members present, the Board approved the minutes of the April 28, 2016 Executive Board meeting.

Item 2 Resolutions Endorsing FY 2017 Criminal Justice Priorities for North Central Texas

Kelly Schmidt, Senior Criminal Justice Planner, explained that NCTCOG is responsible for annually determining regional criminal justice priorities through an Interlocal Cooperation Agreement with the Criminal Justice Division (CJD) of the Governor's Office. FY 2017 criminal justice priorities contain requests from local governments and non-profit organizations for CJD funds. The projects were scored by the Criminal Justice Policy Development Committee (CJPDC) and all projects receiving a score of at least 70 will be ranked and forwarded to the CJD. She presented the FY2017 Criminal Justice priority projects for Executive Board endorsement in four categories, as follows.

1. For the General Victim Assistance Grant, the CJPDC recommended continuation grants for 23 projects, for a total of \$13.2 million; and new project requests for 37 projects, for a total of \$13.2 million.
2. For the Justice Assistance Grant, the CJPDC recommended continuation grants for 2 projects, for a total of \$108,500; and new project requests for 39 projects, for a total of \$2.2 million.
3. For Juvenile Justice Grants, the CJPDC recommended continuation grants for 13 projects, for a total of \$1.0 million; and new project requests for 10 projects, for a total of \$778,900.
4. For Violence Against Women Program Grants, the CJPDC recommended continuation grants for 10 projects, for a total of \$616,000; and new projects requests for 9 projects, for a total of \$556,000.

Upon a Motion by Councilmember Lombard (seconded by Councilmember Gaspie), and unanimous vote of all members present, the Board approved the resolutions as presented.

See Exhibit E16-05-02

Item 3 Resolution Authorizing Submittal of Grant Application to the Federal Transit Administration for the Rides to Wellness Grant Program

Michael Morris, Director of Transportation, asked the Board to approve submittal of a proposal to the Federal Transit Administration (FTA) for an 18-month pilot project, with a total grant budget not to exceed \$175,000; and to use Transportation Development Credits (TDCs) set aside for small transit providers for the required 20% local match. He explained that the FTA has made funding available to implement pilot projects through the Rides to Wellness Demonstration and Innovative Coordinated Access and Mobility Grants. The purpose is to find and test promising, replicable public transportation healthcare access solutions that support the Rides to Wellness goals of increased access to care, improved health outcomes, and reduced healthcare costs. The grant application was developed in partnership between the Transportation Department and the NCT Area Agency on Aging (AAA); the United Way of Tarrant County (Tarrant County's AAA), and the Community Council of Greater Dallas (Dallas County's AAA).

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

See Exhibit E16-05-03

Item 4 Resolution Authorizing Additional Recipients of New Freedom Program Funds and Execution of Necessary Agreements

Michael Morris, Director of Transportation, asked the Board to authorize the Dallas Area Rapid Transit (DART) and the Fort Worth Transportation Authority as additional recipients of Federal Transit Administration (FTA) New Freedom Program funds. He explained the New Freedom Program (now rescinded) focused on expanding mobility for individuals with disabilities beyond the minimum requirements of the Americans with Disabilities Act (ADA). Portions of FY 2007, FY 2008, and FY 2009 New Freedom Program funds have been returned or have not been previously awarded and are available to support projects consistent with the intent of the Program. Program funding from previous years that remains, or that has been returned, would be awarded for the following projects:

1. An agreement with DART in an amount not to exceed \$650,000 (in FY 2007 and FY 2008 funds) to provide service in parts of Collin County where there are few to no transit service options currently available to those with mobility limitations.
2. An agreement with the Fort Worth Transportation Authority for an amount not to exceed \$350,000 (in FY 2009 New Freedom Program funds) for an innovative project that includes implementation of Interactive Voice Response (IVR) software modules to improve customer service support and enhance trip management for mobility impaired customers.

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

See Exhibit E16-05-04

Item 5 Resolution Authorizing the Receipt of Fiscal Year 2016 Federal Transit Administration Formula Funds and Execution of Necessary Agreements

Michael Morris, Director of Transportation, explained that on October 8, 2015, the Regional Transportation Council (RTC) programmed approximately \$89.8 million in FY 2016 Federal Transit Administration (FTA) funds to local public transit providers in the region. Approximately \$79.9 million of that total was programmed to public transit providers who have the authority to enter into grant agreements directly with FTA. Approximately \$9.9 million was programmed to NCTCOG to execute agreements with local public transit providers that will provide a match utilizing local funds or Transportation Development Credits (TDCs), as follows:

1. Approximately \$6.7 million in FY 2016 FTA Urbanized Area Formula Program funds - These funds will be used to execute agreements with: City/County Transportation, Community Transit Services, Public Transit Services, Span, Inc., and STAR Transit.
2. Approximately \$1.8 million in FY 2016 FTA Enhanced Mobility of Seniors and Individuals with Disabilities Program funds - These funds will be used to execute agreements with: City of Arlington, City of Grand Prairie, SPAN, Inc., and STAR Transit.
3. Approximately \$1.4 million in FY 2016 FTA Bus and Bus Facilities Program funds to cooperatively purchase vehicles on behalf of transit providers.

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

See Exhibit E16-05-05

Item 6 Resolution Approving Grant Applications to the United States Department of Transportation

Michael Morris, Director of Transportation, asked the Board to approve grant applications for two United States Department of Transportation (US DOT) Programs. He informed the Board that the Regional Transportation Council approved the submission of these projects on May 12, 2016.

Resolution 1 is an application to the US DOT 2016 Advanced Transportation and Congestion Management Technologies Deployment Initiative (ATCMTD) grant program. This application for \$2 million (\$1 million in funds from the US DOT and \$1 million from state and local partners as matching funds) includes:

- technology for detection and notification regarding wrong-way drivers
- technology for detection, notification and other warning devices regarding low water crossings
- traffic signal coordination and possible ramp meters on frontage roads to increase freeway reliability and safety during freeway disruptions.

Resolution 2 is an application to the US DOT Pilot Program for Transit-Oriented Development (TOD) Planning. This application for \$1.75 million (\$1.4 million in FTA funds and a \$375,000 match from previously awarded RTC Local funds and local partners) would encompass the following:

- Study of pedestrian and bicycle infrastructure and improved routes to rail stations
- Data collection and analysis of parking utilization and parking policy
- Survey of existing TOD residential and employment markets

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

See Exhibit E16-05-06

Item 7 Resolution Approving Modifications to the FY2016 and FY2017 Unified Planning Work Program for Regional Transportation Planning

Michael Morris, Director of Transportation, introduced Dan Kessler, Assistant Director of Transportation, who presented Amendment #3 to the FY2016 and FY2017 Unified Planning Work Program for Regional Transportation Planning. He explained that the requested modifications were approved by the Regional Transportation Council on May 12, 2016 and include the addition of one new project, amendments to several existing projects, and funding adjustments.

The Unified Planning Work Program for Regional Transportation Planning (UPWP) is required by federal and State transportation planning regulations and provides a summary of the transportation and transportation-related air quality planning tasks to be conducted by Metropolitan Planning Organization (MPO) staff.

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

See Exhibit E16-05-07

Item 8 Resolution Approving the North Central Texas Council of Governments' Title VI Program Update

Ken Kirkpatrick, Transportation Counsel, explained that as a recipient of federal financial assistance, NCTCOG is required to comply with Title VI of the Civil Rights Act of 1964, which includes review and approval of a Title VI Nondiscrimination Program every three years. Title VI prohibits discrimination based on race, color, or national origin. The program includes documentation of how the agency is preventing discrimination based on race, color, or national origin, as well as efforts to include other potentially disadvantaged populations in the planning process. The Regional Transportation Council approved the updated Title VI Program on May 12, 2016.

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

See Exhibit E16-05-08

Item 9 Resolution Authorizing Fiscal Year 2017-2018 Funding Initiatives Supporting Sustainable Environmental Excellence

Edith Marvin, Director of Environment and Development, explained that NCTCOG is working with local governments, federal/state agencies, and other partners to implement an adopted vision and strategic plan for Sustainable Environmental Excellence. She asked for authorization to execute necessary agreements and receive funds to continue with programmatic initiatives through Fiscal Year 2017 and 2018, including:

- Water Quality Management Planning
- Watershed Nonpoint Source Pollutant Planning
- Regional Urban Stormwater Management Coordination
- Trinity River Corridor COMMON VISION Coordination
- Public Works Council Initiatives
- Wastewater and Treatment Education Roundtable Initiatives
- Cooperative Technical Partnership Activities
- Center of Development Excellence and Vision North Texas Partnerships
- Regional Codes Coordination
- Community Development Block Grant Management

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

See Exhibit E16-05-09

Item 10 Resolution Supporting a 2015 International Green Construction Code Position Paper and Guidelines

Judge Horn explained that a member of the Board was scheduled to leave the meeting at 2:00 pm and that once that occurs, the Board would no longer have a quorum. Because of the time factor, Judge Self asked that this item be postponed until the next meeting, so that it could be discussed further. With no objection, President Horn postponed this item until the next meeting.

Item 11 Resolution Approving Submittal of a Grant Application to the Texas Water Development Board for the Flood Protection Grant Program

Edith Marvin, Director of Environment and Development, explained that the Texas Water Development Board has provided a funding opportunity through its Flood Protection Grant Program. The funding will provide assistance to political subdivisions to implement preventive and/or corrective measures for reducing loss of life and property and may include the installation of early warning systems and the development of response plans to floodwaters. The NCTCOG departments of Emergency Preparedness, 911, Environment and Development, and Transportation are developing a coordinated grant application in an amount up to \$1,000,000 with a required 50% local match, for which in-kind services may be substituted.

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

See Exhibit E16-05-11

Item 12 Resolution Authorizing a Contract with Integrated Solutions Consulting for the Emergency Operations Center Capabilities Assessment Project

Molly McFadden, Director of Emergency Preparedness, asked the Board to authorize a contract with Integrated Solutions Consulting in an amount not to exceed \$105,000 to perform a survey and capabilities assessment of jurisdictional (City/County) Emergency Operations Centers (EOCs) in the NCTCOG region. Integrated Solutions Consulting was recommended from among six applicants by an Evaluation Committee. The Emergency Operations Center Capabilities Assessment Project will identify common capability gaps and improvement needs; provide actionable data and information for future use in addressing capability gaps; and help to ensure an effective focus, investment, prioritization, and allocation of resources.

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

See Exhibit E16-05-12

Item 13 Resolution Authorizing a Contract with ServiceMaster Quality Cleaning Services for Workforce Center Janitorial Services

David Setzer, Director of Workforce Development, explained that the current janitorial services contract for ten (10) of eleven (11) workforce centers ends on June 30, 2016. He asked the Board to approve a one year contract with ServiceMaster Quality Cleaning Services, beginning July 1, 2016 and continuing through June 30, 2017, in an amount not to exceed \$165,000, including two (2) optional one (1) year renewals. The contract was approved by the Workforce Board during its May 2016 meeting. Judge Jenkins suggested it would be prudent to double-check the contract for assurances in a number of areas where the City of Dallas has experienced problems, including: sick policies and using E-verify to insure that contractor employees are citizens, to which Judge Self strongly agreed. With no objection, President Horn postponed this item until the next meeting.

MISCELLANEOUS:


Item 16 Old and New Business

Mr. Eastland reminded the Board that the General Assembly was on June 17, 2016. He stated that this would be the last Board meeting before the election of new Board members and he thanked the outgoing Board members for their service on the Board.

Item 17 Attendance and Calendar

The Board was provided with a Calendar of meetings and a record of attendance. There being no other business, President Horn adjourned the meeting.

Approved by:



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

Checked by:



Mike Eastland, Executive Director
North Central Texas Council of Governments