



Judge Don Pool
President

Judge Linda Grant
Secretary/Treasurer

Councilmember Mike Thompson
Vice-President

Russell Devorsky
Executive Director

Heart of Texas Council of Governments

MINUTES OF THE EXECUTIVE COMMITTEE MEETING

The Heart of Texas Council of Governments' Executive Committee, in accordance with Chapter 551, Texas Government Code, as amended, met in regular session, on Thursday, the 25th Day of June, 2020, at 10:00 a.m. at the Heart of Texas Council of Governments, 1514 South New Road, Waco, Texas, by "Virtual/Telephone Conferencing", (as approved by the Texas Attorney General).

Join the meeting from your computer, tablet or smartphone

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Access Code: 609-212-733

Members Present

Councilmember Mike Thompson, <i>Vice-President</i>	City of Groesbeck
Judge Linda Grant, <i>Secretary-Treasurer</i>	Freestone County
Judge Jay Elliott	Falls County
Judge Scott Felton	McLennan County
Co. Treasurer Jeannie Keeney	Freestone County
Commissioner Kelly Snell	McLennan County
Commissioner Nita Wuebker	Falls County
Councilmember John Kinnaird	City of Waco
Councilmember Jim Holmes	City of Waco
Councilmember Jimmy Rogers	City of Robinson
Mayor Kyle Deaver	City of Waco
Mr. Calvin Rueter	Special Districts
Mayor Andy Smith	City of Hillsboro

Members Absent

Judge Don Pool, <i>President</i>	Bosque County
Judge Justin Lewis	Hill County
Mayor Johnnie Hauerland	City of Meridian
Judge Richard Duncan	Limestone County

Staff Present

Russell Devorsky	Executive Director
John C. Minnix	Dep. Exec. Director of Administration

Gary Luft
Mary McDow
Dorothy Jackson
Tim Jeske

Dep. Exec. Director of HHS
Personnel Manager
Regional Economic Development Manager
Homeland Security Manager

Visitors Present :

Todd Pruitt

Pattillo, Brown & Hill

- I. Call to Order and Determination of a Quorum
Vice President Mike Thompson called the audio/tele conference meeting to order and determined that a quorum was present.
- II. Proof of Posting of notice in accordance with Chapter 551, Texas Government Code, as amended, known as the Texas Open Meetings Act.
Proof of posting of the meeting was confirmed by Mary McDow.
- III. Introduction of Guests
Guests and staff members introduced themselves.
- IV. Consideration of and/or action on the following:
 - A. Approval of the May 28, 2020 meeting minutes

Vice President Mike Thompson asked if there were any corrections to the minutes. There being none, a motion was made by Judge Jay Elliott and seconded by County Treasurer Jeannie Keeney to approve the May 28, 2020 minutes as presented. Motion passed.
 - B. New Business
 1. FY2019 Audit Report, Auditors Communication Letter to those charged with governance and HOTCOG's comments

Mr. John Minnix introduced Mr. Todd Pruitt from Pattillo, Brown & Hill to present the FY2019 Audit Report to the committee. Mr. Pruitt stated that Pattillo, Brown & Hill were engaged to perform a single audit for HOTCOG which includes two separate components, audit of financial statements and a compliance of HOTCOG's federal and state grant awards programs. Mr. Pruitt gave a review of the audit and stated there were no findings or questioned costs.

A motion was made by Judge Jay Elliott and seconded by Judge Scott Felton to approve the FY2019 Audit Report and Auditors Communication Letter to those charged with governance and authorize the Executive Director to forward copies of said reports to the appropriate Federal and State agencies. Motion passed.

2. HOTCOG FY2019-2020 Budget Amendment #2

Mr. Minnix presented a FY2019-2020 Budget Amendment to the committee and stated the Delegate Agency/Contractual Costs line item and estimated revenues are being adjusted to reflect the HOT Rural Transit District CARES Act funding apportionment of \$1,424,977 and the HOT Area Agency on Aging funding awards for Families First of \$297,081 and CARES Act of \$893,055.

A motion was made by Judge Jay Elliott and seconded by County Treasurer Jeannie Keeney to approve the FY2019-2020 HOTCOG Budget Amendment #2. Motion passed.

3. Approval of 2018-2019 State Homeland Security Program Re-Allocation of Funds

Mr. Tim Jeske stated the Emergency Preparedness Advisory Committee (EPAC) met on Wednesday, June 24th to discuss reallocation of remaining regional funds from other finished 2018-19 SHSP projects in the amount of \$36,000. EPAC recommends the funds be used for the current grant FY2020 year toward 3 projects: (1) City of Waco CBRNE project, \$12,460.00; (2) Fairfield Volunteer Fire, \$9,575.80 and Hill County Courthouse Security Project, \$13,964.20.

A motion was made by Judge Jay Elliott and seconded by Commissioner Nita Wuebker to approve the re-allocation of 2018-19 SHSP funds in the amount of \$36,000 to the three projects as recommended by the Emergency Preparedness Advisory Committee . Motion passed.

4. Establish Project Priority scoring for the selected project types for the Texas Community Development Block Grant Program (TxCDBG) 2021-2022 Community Development Fund application cycle

Mrs. Dorthy Jackson stated that in accordance with the Texas Department of Agriculture (TDA) Community Development Block Grant (TxCDBG) program, the HOTCOG Executive Committee is required to select the number of points to score each Project Priority. The three Project Categories were prioritized and approved at the May 28, 2020 meeting but the number of points were not assigned to each project type which will be considered by the State Planning Region Directors in the TxCDBG 2021-2022 Community Development Fund application cycle.

A motion was made by Judge Jay Elliott and seconded by County Treasurer Jeannie Keeney to assign 50 points to the First Priority – Water/Sewer Improvements; 40 points for the Second Priority – Parks, Recreational Facilities; and 30 points for the Third Priority – Sidewalks for the Texas; for the Department of Agriculture – Texas

Community Development Block Grant program 2021-22 Community Development Fund Application cycle. Motion passed.

C. Report of the Executive Director and Staff

1. Department of Administration

a. Financial and Personnel Reports

Mr. Minnix gave the financial and personnel reports to the committee.

2. Health & Human Services

a. Department Activities Report

Mr. Luft gave the departmental activities report for Area Agency on Aging, the Aging and Disability Resource Center, 2-1-1 Information and Referral and the Rural Transit District programs. Mr. Luft noted that due to additional funding because of COVID-19, the Area Agency on Aging is able to offer dental, hearing and vision services to clients over the age of 60.

3. Regional Services

a. Department Activities Report

Mrs. Jackson gave the activities report for the economic and community development programs. Mrs. Jackson noted that information was sent out to all community leaders concerning the EDA Cares Act information on grants available and also available .

4. Executive Director's Report

Mr. Devorsky noted that former Limestone County Judge Elenor Holmes had passed away on June 19, 2020. Mrs. Holmes was a member of the Executive Committee and served as President of the HOTCOG Board.

Mr. Devorsky introduced Mrs. Patricia Herbelin, Healthcare Preparedness Coordinator for the Capital Area Texas Regional Advisory Council. Mrs. Herbelin is housed in the HOTCOG building and has been coordinating the distribution of supplies such as masks, gowns, gloves, etc. to be used by health care facilities to help in the fight against the COVID-19 pandemic.

Mr. Devorsky noted the Executive Committee will not meet in July. The Executive Committee will plan to meet in August for their regular meeting; however, the Semi-Annual meeting of the Council Representatives which is normally held in August may not be able to meet because of the COVID-19 situation.

V. Other Reports – None.

VI. Public Comment – None.

VII. Adjournment – The meeting was adjourned.

Don Pool, President
Bosque County Judge

Linda Grant, Secretary Treasurer
Freestone County Judge