



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 26th Day of March, 2020, at 10:00 a.m. at the Heart of Texas Council of Governments, 1514 South New Road, Waco, Texas, by "Telephone Conferencing" (605) 475-4333, Access Code 524626# (as approved by the Texas Attorney General).

Members Present

Judge Don Pool, *President*

Councilmember Mike Thompson, *Vice-President*

Judge Linda Grant, *Secretary-Treasurer*

Judge Jay Elliott

Judge Justin Lewis

Judge Scott Felton

Judge Richard Duncan

Co. Treasurer Jeannie Keeney

Commissioner Kelly Snell

Commissioner Nita Wuebker

Mayor Andy Smith

Councilmember John Kinnaird

Mayor Kyle Deaver

Mayor Johnnie Hauerland

Councilmember Jim Holmes

Bosque County

City of Groesbeck

Freestone County

Falls County

Hill County

McLennan County

Limestone County

Freestone County

McLennan County

Falls County

City of Hillsboro

City of Waco

City of Waco

City of Meridian

City of Waco

Members Absent

Mr. Calvin Rueter

Councilmember Jimmy Rogers

Special Districts

City of Robinson

Staff Present

Russell Devorsky

John C. Minnix

Gary Luft

Mary McDow

Harold Ferguson

Falen Bohannon

Executive Director

Director of Administration

Director of Health & Human Services

Personnel Manager

Homeland Security Manager

Environment Planner

Visitors Present (by tele-conference)

Judy Hedge, Admin Coordinator

Texas Workforce Solutions

I. Call to Order and Determination of a Quorum

President Don Pool called the “tele-conference” meeting to order at 10:00 a.m. and determined that a quorum was present at the meeting by roll call.

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 February 27, 2020 meeting minutes

A motion was made by Judge Jay Elliott and seconded by County Treasurer Jeannie Keeney to approve the February 27, 2020 meeting minutes with one correction to add Councilmember Jim Holmes as present at the February 27, 2020 meeting. Motion passed.

B. New Business

1. 2021-2022 “Area Plan” for the Area Agency on Aging

Mr. Luft presented the Area Plan 2021-2022 for the Area Agency on Aging noting that HOTCOG is required by the Health and Human Services Commission (HHSC) of Texas to submit a comprehensive Area Plan on March 31, 2020. Mr. Luft noted the date for submission has been extended to April 30, 2020, due to the COVID-19. The AAAHOT 2021-2022 Area Plan is based on a continuation of the existing services and programs that is currently provided subject to available funding.

A motion was made by Judge Justin Lewis and seconded by Judge Jay Elliott to approve the submission of the 2021-2022 Area Plan due to HHSC by the extended date of April 30, 2020. Motion passed.

2. 2020-2021 Air Quality Contract Consultant Approval

Mrs. Falen Bohannon stated that HOTCOG received funding for the Air Quality program for 2020-2021 and request for qualifications for the Air Quality monitoring in accordance with TCEQ regulations were made available. Three

quotes were received: (1) Ramboll/Environ, (2) Wood Environment & Infrastructure Solutions, Inc., and (3) Source Environmental Sciences, Inc. It was noted that Ramboll/Environ has been the consultant for HOTCOG on Air Quality since the beginning of the program. After careful consideration, HOTCOG staff recommends Ramboll/Environ as the Air Quality Consultant.

A motion was made by Judge Jay Elliott and seconded by Councilmember Jim Holmes to approve the recommendation to award Ramboll/Environ the Air Quality consultant contract for 2020-2021. Motion passed.

3. FY2011 Juvenile Justice Program Grant Application and Resolution

Mr. Harold Ferguson stated the Criminal Justice Division of the Governor's Office is soliciting applications for projects that support mental health counseling services during the state fiscal year 2021 grant cycle. HOTCOG will request funds for the Heart of Texas Region Purchase of Juvenile Justice Alternatives Program for the period of October 1, 2020 through August 31, 2021. Under the grant contract, the HOTCOG will be responsible for:

- preparing contracts with each of the six counties within the HOTCOG region that will be receiving grant funds to provide juvenile mental health counseling services;
- reimburse each of the six county's juvenile probation departments for juvenile mental health counseling services provided; and
- receive reporting documents and provide grant management including submitting project quarterly and/or progress reports as required.

A motion was made by Judge Jay Elliott and seconded by Councilmember Mike Thompson to authorize the Executive Director to submit an application to the Criminal Justice Division of the Governor's Office for FY 2021 Juvenile Justice Alternative Program funding through the resolution as presented. Motion passed.

4. 2020 State Homeland Security Program (SHSP) HOTCOG Regional Projects and Approval of Resolutions for the Projects

Mr. Harold Ferguson stated the Emergency Preparedness Advisory Committee (EPAC) met on March 11th to review and rank 12 projects that were submitted for the 2020 State Homeland Security Grant funds. Mr. Ferguson noted that the Texas Office of the Governor has not provided HOTCOG's 2020 SHSP funding amount, but COG staff anticipates an allocation of about \$500,000, similar to 2019 funding. The committee ranked the projects and considered the project eligibility, threat and risk protection, existing or new, and the broad scope of terrorism for all projects in the ranking priority. Mr. Ferguson noted that after the ranking list was determined, the committee reviewed the requested funds for each project and determined the recommended funding amount for each project in accordance with the 2020 HOTCOG Operational Policy and

Application Guidelines. Mr. Ferguson stated the committee voted unanimously to fund the applications for the requested amount in the ranking order as presented and attached to these minutes. Three resolutions were presented authorizing the Executive Director to submit grant applications for the (1) Regional Citizens Corps program in the amount of 25,000.00; (2) HOTCOG ENS-Information Sharing project in the amount of \$12,000.00; and (3) HOTCOG Regional Planning project in the amount of \$156,512.00.

A motion was made by Judge Jay Elliott and seconded by County Treasurer Jeannie Keeney to approve the attached 2020 SHSP Project List as scored ranked and recommended funding order by the Emergency Preparedness Advisory Committee for submission to the Office of the Governor for the regional distribution recommendation to include the Resolutions for the HOTCOG projects as presented. Motion passed.

C. Report of the Executive Director and Staff

1. Department of Administration

a. Financial and Personnel Reports

Mr. Minnix presented the Financial and Personnel reports to the committee. Mr. Minnix noted the

2. Health & Human Services

a. Department Activities Report

Mr. Luft presented the Health and Human Services report including the Area Agency on Aging, Heart of Texas Aging and Disability Resource Center, 2-1-1 Information and Referral and Heart of Texas Rural Transportation program activities for February 2020. Mr. Luft noted that 2-1-1 calls have increased dramatically due to the situation with the COVID-19 pandemic.

3. Regional Services

a. Department Activities Report

Mr. Devorsky gave a summary of the activities of the Regional Services department and noted the report was provided in the packet for review.

4. Executive Director's Report

Mr. Devorsky discussed the COVID-19 pandemic and the effects on local governments with the committee; including the Emergency Paid Sick Leave and FMLA Leave Expansion. It was noted that the Department of Labor is continuing to send out guidance concerning the Families First Coronavirus Response Act which goes into effect April 1st. HOTCOG staff continues to work at the office with about 10% working from home, communicating with our local governments through telephone and staying in compliance with federal and state orders.

V. Other Reports- none

VI. Public Comment - none

VII. Adjournment - the Meeting was adjourned at 11:00 a.m.

Don Pool, President
Bosque County Judge

Linda Grant, Secretary Treasurer
Freestone County Judge