

MEETING MINUTES
H-GAC BOARD OF DIRECTORS
July 19, 2022

ATTENDANCE ROSTER

The following members of the Board of Directors (Board) of the Houston-Galveston Area Council (H-GAC) attended all or a portion of the July 19, 2022 Board meeting, in person or via videoconference:

Austin County Judge Tim Lapham
Colorado County Judge Ty Prause
Fort Bend County Commissioner
 Andy Meyers
Galveston County Commissioner
 Joseph Giusti
Liberty County Judge Jay Knight
Matagorda County Judge Nate McDonald
Walker County Commissioner Jimmy Henry
Waller County Judge Trey Duhon
Wharton County Judge Phillip Spenrath

City of Alvin Mayor Pro Tem Martin Vela
City of Baytown Council Member Charles
 Johnson
City of Deer Park Councilman Bill Patterson
City of Friendswood Councilmember Sally
 Harris Branson
City of Galveston Mayor Dr. Craig Brown
City of Houston Council Member Sallie
 Alcorn

City of Houston Council Member Dr. Letitia
 Plummer
City of La Porte Councilmember Chuck
 Engelken
City of Lake Jackson Mayor Gerald Roznovsky
City of League City Council Member
 Larry Millican
City of Missouri City Mayor Pro Tem
 Jeffrey Boney
City of Pasadena Councilmember Cary Bass
City of Pearland Mayor Kevin Cole
City of Sugar Land Mayor Joe Zimmerman

Home Rule Cities (Less than 25,000):
City of Sealy Mayor Carolyn Bilski

General Law Cities:
City of Waller Council Member Nancy
 Arnold
City of Pattison Mayor Joe Garcia

Independent School Districts:
Huntsville ISD Trustee Rissie Owens

The following Board members were not marked in attendance at the July 19, 2022 Board meeting:

Brazoria County Commissioner Stacy
 Adams
Chambers County Commissioner Tommy
 Hammond
Harris County Commissioner Adrian Garcia
Harris County Judge Lina Hidalgo

Montgomery County Commissioner
 Charlie Riley
City of Conroe Mayor Jody Czajkoski
City of Huntsville Mayor Andy Brauninger
City of Rosenberg Mayor Kevin Raines
City of Texas City Commissioner Jami Clark
City of Stafford (Home Rule Cities)
 Mayor Cecil Willis

CALL TO ORDER

The Honorable Sally Harris Branson, Chair of the Board of Directors and City of Friendswood Councilmember, called the meeting to order at 10:00 a.m. on Tuesday, July 19, 2022 in person at 3555 Timmons Lane and connecting via Zoom videoconference.

1. INVOCATION

The Honorable Phillip Spenrath, Wharton County Judge, gave the invocation.

2. PLEDGE OF ALLEGIANCE

The Honorable Nancy Arnold, City of Waller Council Member, led the Pledge of Allegiance and the Pledge to the Texas Flag.

ROLL CALL

Chair Branson asked Cynthia Jones, Houston-Galveston Area Council Lead Program Coordinator of Intergovernmental Relations, to conduct the Board of Directors roll call. Ms. Jones conducted the roll call and announced that a quorum was present.

Ms. Jones then welcomed the following special guests: Board Alternate City of Bunker Hill Village Councilmember Susan Schwartz; Jason Fuller from Senator Ted Cruz's office; Kelly Waterman from Representative Brian Babin's office; Melissa Washington and Randall Lee Freeze from the Texas General Land Office; and Councilmember Johnnie Simpson, Junior from the City of Dickinson. Shannon Longoria from the Texas General Land Office was also in attendance.

3. PUBLIC COMMENT

Chair Branson invited comments from any members of the public who wished to participate during the meeting and asked Ms. Jones if any public comments had been received via email prior to the meeting. Ms. Jones stated that no one had signed up for public comments in person, via email or by phone.

Ms. Jones announced if there was anyone on the Zoom line who would like to make a public comment, they could do so by raising their hand in the Zoom chat function.

After the public comment period closed, Chair Branson proceeded to the next item on the agenda.

4. DECLARE CONFLICTS OF INTEREST

Chair Branson called for any Board member with a conflict of interest to declare it at that time. Hearing none, Chair Branson proceeded to the next item on the agenda.

5. SAFETY TIP OF THE MONTH

Chair Branson asked Chuck Wemple, H-GAC Executive Director, to present the next agenda item. Mr. Wemple introduced Jim Rouse, H-GAC Facilities Manager, to discuss this month's safety tip. Mr. Rouse gave a brief presentation regarding tropical weather since we are currently in the peak of hurricane season. Mr. Rouse offered a few tips to prepare to weather the storm including buying supplies such as food, water and batteries, in advance and having a designated evacuation route.

6. CONSENT AGENDA

Chair Branson called for the Consent Agenda and asked if there were any questions.

City of Sugar Land Mayor Joe Zimmerman moved to approve the Consent Agenda and City of Houston Council Member Sallie Alcorn seconded the motion. Chair Branson then called for a vote, which resulted in unanimous approval by all members present.

The following items were acted on by approval of the consent agenda:

- a. H-GAC BOARD MEETING MINUTES – JUNE 21, 2022** – approved the minutes of the June 21, 2022 H-GAC Board Meeting minutes.
- b. HEALTHY PASADENA LIVABLE CENTERS STUDY** – authorized to contract with firms in order ranked to conduct the Healthy Pasadena Livable Centers Study for the City of Pasadena in the amount of \$220,000.
- c. TARGETED BACTERIA MONITORING PROJECT** – authorized to increase current Galveston Bay Estuary Program contract by \$40,000 with the total amount of \$120,000; and to contract with the Bayou Preservation Association to conduct targeted bacteria monitoring in the amount of \$67,500.
- d. AIR QUALITY SPATIAL EMISSIONS ESTIMATOR UPDATE** – authorized to negotiate a one-year contract in the amount of \$75,000 with Eastern Research Group, Inc. to update the Air Quality Spatial Emissions Estimator.
- e. TRAFFIC VOLUME AND VEHICLE CLASSIFICATION DATA COLLECTION FOR SELECT ROADWAYS** – authorized to contract with CJ Hensch & Associates, Inc. to conduct traffic volume, speed and vehicle classification data collection in the Metropolitan Planning Area in the amount of \$588,615 for fiscal years 2022 and 2023.
- f. CLEAN VEHICLES PROGRAM AGREEMENT** – approved agreement for acquisition of one vehicle; total amount is \$220,302.

7. FINANCE AND BUDGET COMMITTEE

a. Monthly Financial Report – June 2022

Chair Branson announced that the Finance and Budget Committee met prior to the Board of the Directors meeting under the leadership of Board Vice Chair, Huntsville I.S.D. Trustee Rissie Owens. She recognized Vice Chair Owens, who reported that the committee met with a quorum present to consider several items on the agenda and the committee is now recommending these items to the Board.

Vice Chair Owens recognized Jean Mahood, H-GAC Director of Finance, to present the financial status report for June. Ms. Mahood reported that the second page of the report reflects variances that she would like to point out. She noted that interest income has picked up due to the increase in the interest rate which they anticipate will continue to improve. Ms. Mahood also reported that state revenues and pass-through expenditures have improved, mainly due to the

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Workforce program. Equipment expenses are behind, and with renovations coming soon, necessary adjustments will be made in the mid-year budget revisions.

Ms. Mahood asked if there were any questions regarding the June financial report. There being none, Chair Branson moved to approve and Judge Spenrath seconded the motion. Chair Branson called for the vote, which resulted in unanimous approval by all members present.

8. HUMAN RESOURCES

a. Professional Development Training

Chair Branson called on Mr. Wemple to present the next item. Mr. Wemple stated that over the past few years, H-GAC leadership team has worked to identify training opportunities for employees across all levels of the agency. One specific need is for mid-management leadership development for supervisors and managers.

Mr. Wemple requested approval to contract with the Professional Development Academy to provide leadership training for 55 staff members; total amount is \$99,750.

Mayor Zimmerman moved to approve, and Council Member Arnold seconded the motion. There being no further questions or comments, Chair Branson called for the vote which resulted in unanimous approval by all members present.

9. TRANSPORTATION PLANNING

a. Disadvantaged Business Enterprises Triennial Goal

Chair Branson requested the next item on the agenda. Neely Kim, Transportation Manager, requested approval of the updated fiscal years 2023-2025 Triennial Disadvantaged Business Enterprises percentage for contracts receiving U.S. Department of Transportation funding.

Ms. Kim stated that the purpose of the triennial goal is to ensure that Disadvantaged Business Enterprises have reasonable opportunity to participate in Department of Transportation assisted contracts. Ms. Kim explained that a Disadvantaged Business Enterprise is defined as a business that has at least 51% ownership by socially and economically disadvantaged individuals who are U.S. Citizens or Lawful Permanent Residents; management and daily operations controlled by socially and economically disadvantaged individuals (owners); and a small business with less than \$22.51 million in gross receipts.

Ms. Kim also stated that recipients of Department of Transportation funds must develop and implement a Disadvantaged Business Enterprise program that conforms to Department of Transportation standards, adhere to Texas Department of Transportation mandates, and set their own Disadvantaged Business Enterprise goals based on the data.

The overall goal for H-GAC contracts is 25% and the concentration of dollars is largely concentrated in Harris, Waller, Montgomery, and Fort Bend Counties.

Chair Branson asked if there were any questions for Ms. Kim. There being none, Mayor Zimmerman moved to approve and Liberty County Judge Jay Knight seconded the motion. Chair Branson called for the vote, which resulted in unanimous approval by all members present.

10. HUMAN SERVICES

a. Area Agency on Aging 2022 Contract Amendments

Chair Branson recognized Juliet Stipeche for the next item. Ms. Stipeche, Director of Human Services, requested authorization to amend existing fiscal year 2022 Area Agency on Aging services contracts, total amount is \$4,768,802.

Ms. Stipeche announced that H-GAC is the Area Agency on Aging for all counties in our region, with the exception of Harris County. We contract with organizations to provide services for individuals aged sixty and older, including nutrition; transportation; and a host of direct services.

Ms. Stipeche reported that H-GAC received additional funds from the Texas Health and Human Services Commission to provide additional nutrition, transportation, and direct support services within the region. All recommended contractors are in good standing and have capacity to provide additional services this year. The Aging and Disability Advisory Committee's Executive Committee met on July 12, 2022 and approved staff recommendations.

Council Member Arnold moved to approve and Mayor Zimmerman seconded the motion. With no additional discussion, Chair Branson called for the vote, which resulted in unanimous approval by all members present.

11. H-GAC ADVISORY COMMITTEE APPOINTMENTS

a. H-GAC July 2022 Advisory Committee Appointments

Chair Branson recognized Chuck Wemple to request approval of appointments to our H-GAC Advisory Committees. Mr. Wemple reported that this month, there are nominations to the Aging and Disability Advisory Committee, Area Emission Reduction Credit Organization, Gulf Coast Economic Development District, Natural Resources Advisory Committee, Local Development Corporation, Regional Flood Management Committee, and Regional Homeland Security Coordinating Council.

In addition to those listed in the agenda packet, the following nominations are also requested for approval this month: for the Natural Resources Advisory Committee, Larry D. Corley representing Montgomery County and recommended by Montgomery County Commissioner Riley; for the Regional Flood Management Committee, Pamela Hannemann representing Brazos River Authority and recommended by the Regional Flood Management Committee; as an alternate on the Regional Flood Management Committee, Cathy Dominguez representing Brazos River Authority and recommended by the Regional Flood Management Committee; for the Regional Homeland Security Coordinating Council, Brian Cantrell representing Waller County recommended by Waller County Judge Duhon; and as an alternate on the Regional Homeland Security Coordinating Council, Waller County Commissioner Justin Beckendorff representing Waller County recommended by Waller County Judge Duhon.

Mayor Zimmerman moved to approve and Waller County Judge Duhon seconded the motion. With no additional discussion, Chair Branson called for the vote, which resulted in unanimous approval by all members present.

12. EXECUTIVE DIRECTOR'S REPORT

a. H-GAC Spotlight – Small Business Financing

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Chair Branson called on Isaac Perez, Senior Business Development Coordinator, to present the Spotlight for the month of July.

Mr. Perez presented information regarding the small business financing available through the Houston-Galveston Area Local Development Corporation, which is certified to conduct business across the state of Texas administering various small business loans with attractive terms. Mr. Perez stated that some of the types of businesses that have participated in the loan programs include office condos, restaurants, warehouses and manufacturing plants. If the project includes economic development, there is potentially a program available to most small businesses, as defined by the small business administration. Mr. Perez mentioned that we recently helped finance a new Dairy Queen Restaurant in Houston, a local pharmacy in Bay City, a trucking company in Harris County, and infrastructure improvements in Palacios.

Mr. Perez also reported that due to the success of the Local Development Corporation in helping the region, the Economic Development Administration has provided additional COVID funds for the Local Development Corporation to aid in the region's economic development. Fort Bend County has also partnered with the Local Development Corporation for a special loan program.

Mr. Perez concluded his presentation and asked if there were any questions. Judge Duhon asked if any loans were available for trades, such as electrical or air conditioning companies to which Mr. Perez responded yes. City of Missouri City Mayor Pro Tem Boney asked about the wait list on applications for several of his constituents. Mr. Perez explained that the application process is on a rolling review system, and that wait-listed applications will receive updated information within the next few weeks. City of Houston Council Member Sallie Alcorn asked if there is a complete list of projects that have been funded. Mr. Perez responded in the affirmative and stated that he has more information and marketing material available for anyone interested in the programs.

For more information about the small business financing programs, please contact Isaac.Perez@h-gac.com.

Current and Upcoming H-GAC Activities

Chair Branson called on Mr. Wemple for his Executive Director's report. Mr. Wemple offered a brief report on current and upcoming H-GAC activities, including an upcoming Regional CyberSecurity Workgroup Meeting on August 4 and a Method of Distribution Meeting later this week. Mr. Wemple also reported that a Method of Distribution Meeting was recently held virtually and noted that acceptance letters have been sent to every entity included in the Method of Distribution. Lastly, Mr. Wemple mentioned that the agency will be conducting H-GAC pop-ups beginning in September starting in Waller County and moving around throughout the region. Mr. Wemple also stated that the Legislative Committee will be meeting in the near future to discuss updates on legislative activity.

13. ADJOURNMENT

There being no further business to discuss, Chair Branson adjourned the July 2022 meeting of the H-GAC Board of Directors at 10:50 a.m.