

MEETING MINUTES
H-GAC BOARD OF DIRECTORS
August 21, 2018

ATTENDANCE ROSTER

The following members of the Board of Directors of the Houston-Galveston Area Council attended all or a portion of the August 21, 2018 Board meeting:

Brazoria County Commissioner Stacy Adams
Chambers County Commissioner Gary Nelson
Galveston County Commissioner Ken Clark
Harris County Commissioner R. Jack Cagle
Liberty County Judge Jay Knight
Matagorda County Judge Nate McDonald
Montgomery County Commissioner Charlie Riley
Walker County Commissioner Jimmy Henry
Wharton County Judge Phillip Spenrath

City of Deer Park Councilman William Patterson
(Alternate)
City of Friendswood Councilmember Sally
Branson
City of Houston Vice Mayor Pro Tem Jerry Davis
City of Houston Council Member Greg Travis
City of Huntsville Mayor Andy Brauninger
City of Lake Jackson Councilmember Ralph Buster
Buell

City of League City Mayor Pat Hallisey
City of Missouri City Council Member Floyd Emery
City of Pearland Mayor Tom Reid
City of Sugar Land Mayor Joe Zimmerman
City of Texas City Commissioner Phil Roberts

Home Rule Cities (Less than 25,000):
City of Bellaire Council Member Trisha Pollard
City of Dickinson Councilmember William King,
III

General Law Cities:
City of Meadows Place Mayor Pro Tem Terry
Henley
City of Waller Council Member Nancy Arnold

School Districts (Outside Houston ISD):
Trustee Rissie Owens Huntsville ISD

The following members of the H-GAC Board of Directors were not marked in attendance at the August 21, 2018 Board meeting:

Austin County Judge Tim Lapham
Colorado County Judge Ty Prause
Fort Bend County Commissioner Andy Meyers
Harris County Commissioner Rodney Ellis
Waller County Judge Trey Duhon

City of Conroe Councilman Seth Gibson
City of Galveston Mayor Jim Yarbrough
City of La Porte Councilman Chuck Engelken, Jr.
City of Pasadena Councilmember Cary Bass
City of Rosenberg Mayor William Benton

City of Baytown Council Member Chris Presley

CALL TO ORDER

Board Chair, City of Missouri City Council Member Floyd Emery called the meeting of the Board of Directors to order at 10:10 a.m. on Tuesday, August 21, 2018 in Conference Room B at 3555 Timmons Lane in Houston and presided throughout. Chair Emery stated that a quorum was present.

1. INVOCATION

At the request of Chair Emery, City of Dickinson Councilmember William King, III presented the invocation.

2. PLEDGES OF ALLEGIANCE

At the request of Chair Emery, City of Meadows Place Mayor Pro Tem Terry Henley led Board members in reciting the Pledges of Allegiance to the flags of the United States and the State of Texas.

3. PUBLIC COMMENT

Chair Emery recognized Bunker Hill Village Councilmember Susan Schwartz, Mr. Jay Guerrero with the Office of Senator John Cornyn, City of Dickinson Chief Financial Officer Mrs. Stephanie Russell, and City of League City Councilman Larry Millican who were in attendance in the audience.

Chair Emery explained that it was the custom at that time in the meeting to welcome any comments by the Public.

There were no public comments.

4. CONSENT AGENDA

Chair Emery called for the Consent Agenda. He asked if any member of the Board wished to remove an item from the Consent Agenda for special consideration, City of Sugar Land Mayor Joe Zimmerman moved approval of the Consent Agenda as presented. City of Dickinson Councilmember William King, III seconded the motion. Chair Emery called for any discussion or comments; hearing none, Chair Emery 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 of Directors Minutes July 17, 2018**—approved minutes of the July 17, 2018 Board Meeting.
- b. Regional Economic Resilience Plan**—adopted Regional Economic Resilience Plan.
- c. Regional Economic Recovery Manager EDA Grant**—approved to enter into contract with the Economic Development Administration, amount not to exceed \$240,000, and the Texas Association of Regional Councils, amount not to exceed \$60,000.
- d. Interlocal Contract Community Development Block Grant Disaster Recovery Program Hurricane Harvey – Round 1**—approved Interlocal Contract with the General Land Office until August 31, 2020, in an amount not to exceed \$100,000.

- e. **International Management District Livable Centers Study**—authorized contract with firms in order ranked to conduct Livable Centers Study for International Management District amount not to exceed \$241,150.50.
- f. **Water Quality Management Plan Update**—accepted FY18 H-GAC 604(b) Water Quality Management Plan Update.
- g. **Microsoft Office 365 E3 Upgrade for Workforce Solutions**—approved contract with CDWG to upgrade the current subscription for 900 users with Microsoft Office 365 E3 level for a prorated first year amount of \$32,000, and \$130,000 per year for the second and third year.
- h. **Ambulances, EMS and Other Special Service Vehicles**—authorized contracts with the lowest responsible bidders for Ambulances, EMS and Other Special Service Vehicles.
- i. **Parks and Recreation Equipment**—authorized contracts with the lowest responsible bidders for Parks and Recreation Equipment.
- j. **Street Maintenance Equipment**—authorized contracts with the lowest responsible bidders for Street Maintenance Equipment.
- k. **Brazoria County Thoroughfare Plan Update**—authorized to negotiate contract for completion of Brazoria County Thoroughfare Plan Update with consulting firms in order presented; amount not to exceed \$500,000.
- l. **Clean Vehicles Local Project Advance Funding Agreement Authorization**—authorized to amend Local Project Advance Funding Agreement with TxDOT for receipt of funding for Clean Vehicles Program; amount not to exceed \$1,500,000.
- m. **Clean Vehicles Program Agreements**—authorized agreement with Columbia-Brazoria ISD for acquisition of four school buses; amount not to exceed \$384,308.
- n. **Gulf Coast Regionally Coordinated Transportation Plan**—authorized to amend agreement with TxDOT to extend period of performance through August 31, 2019 and increase funding to \$50,000.
- o. **Hurricane Evacuation Education Campaign**—authorized to negotiate and execute agreement with Steel Branding in an amount not to exceed \$250,000.
- p. **Teens in The Driver Seat Program**—authorized to enter into a two-year agreement with Texas Transportation Institute for the Teens in the Driver Seat program for a total contract amount not to exceed \$170,000.

- q. **Child Passenger & Bicycle Safety Education & Outreach**—authorized to contract with Texas Children’s Hospital Center for Childhood Injury Prevention to continue conducting child passenger and bicycle safety outreach; amount not to exceed \$160,000.

- r. **Investment Officer's Report**—approved Investment Officer’s report.

5. FINANCE AND BUDGET COMMITTEE

a. Monthly Financial Report

Chair Emery recognized City of Waller Council Member Nancy Arnold, Chair of the H-GAC Finance and Budget Committee to present the report. Council Member Arnold reported that the Committee met with a quorum and considered several items. Council Member Arnold then called on H-GAC Chief Financial Officer Nancy Haussler to present the report. Mrs. Haussler reported that the overview provided, gave a year-to-date analysis of where H-GAC was on revenues, expenditures, and change in fund balance. Mrs. Haussler reported that the Energy Purchasing Corporation was doing well, possibly due to the cost of energy being up. She also noted that Cooperative Purchasing should meet and possibly exceed projections in 2018. Mrs. Haussler stated that interest income was up. She also stated that special revenue funds were up in Federal grants and down in State grants, primarily due to timing issues, noting that grants span beyond the H-GAC fiscal year. Mrs. Haussler then noted that she expected to be close to projected spending in grant revenue by the end of the year. Mrs. Haussler then recommended the report for approval. Council Member Arnold moved approval of the report as presented. Councilmember King seconded the motion. Council Member Arnold called for any discussion or comments; hearing none, she then called for a vote which resulted in unanimous approval by all members present.

b. Benefit Insurance Coverage

Council Member Arnold recognized Mrs. Haussler to present the report. Mrs. Haussler reported that H-GAC annually reviews insurance coverage for its employees to insure competitive rates and Request for Proposals were presented for bids on the coverage. She noted that H-GAC offered health, dental, vision, long term disability, and life insurance for each employee. Mrs. Haussler stated that proposals for 2019 insurance coverage were received and reviewed by staff, noting that due to low claims from the previous year, quotes received for 2019 were at a lower rate than the previous year. Mrs. Haussler then gave a quick summary of the current plan along with the proposed plans options. Mrs. Haussler then requested authorization to negotiate contracts with Blue Cross Blue Shield for medical, MetLife for dental, EyeMed for vision, and Reliance for life, accidental death, and long-term disability. Following questions from Board members, City of Pearland Mayor Tom Reid moved approval to negotiate contracts as recommended. Mayor Pro Tem Henley seconded the motion. Council Member Arnold called for any discussion or comments; hearing none, she then called for a vote which resulted in unanimous approval by all members present.

c. Amendment to H-GAC Personnel Policies

Council Member Arnold recognized H-GAC Executive Director Chuck Wemple to present the report. Mr. Wemple reported that due to a policy change to our state agency funding partner’s personnel policy, H-GAC would be updating its personnel policy to include language regarding waste fraud and abuse. Language that was previously only available in our agency financial policy. Mr. Wemple reviewed the specific change in the policy. Councilmember King moved approval of

the amendment to H-GAC Personnel Policies. City of Friendswood Councilmember Sally Branson seconded the motion. Council Member Arnold called for any discussion or comments; hearing none, she then called for a vote which resulted in unanimous approval by all members present.

6. HUMAN SERVICES

a. Aging Services 2018/2019 Contract Recommendations

Chair Emery recognized H-GAC Human Services Director Mike Temple to present the report. Mr. Temple reported that H-GAC was the Area Agency on Aging for a twelve-county area, not including Harris County. He noted that the services provided were for older citizens which would allow them to live a healthy and productive life. He noted that services included nutrition, transportation, and health information services as well as direct services, such as residential repair and emergency response. Mr. Temple noted the contract recommendations included in the spreadsheet, he then requested approval to negotiate the recommended contracts. City of League City Mayor Pat Hallisey moved approval of the Aging Services 2018/2019 Contract Recommendations. Mayor Pro Tem Henley seconded the motion. Chair Emery called for any discussion or comments; hearing none, he then called for a vote which resulted in unanimous approval by all members present.

b. Workforce System 2019 Contract Renewals

Chair Emery recognized Mr. Temple for the report. Mr. Temple presented the recommendations from the Gulf Coast Workforce Board for the 2019 contracts to operate the regional Workforce System known as Workforce Solutions. Mr. Temple stated that Workforce Solutions served the thirteen-county area to help employers meet their Human Resources needs and to help people build careers. Mr. Temple noted that twenty percent more funds were expected to be available in 2019. Mr. Temple then requested authorization to negotiate the 2019 Workforce Solutions contracts as proposed. City of Houston Vice Mayor Pro Tem Jerry Davis thanked Mr. Temple and his staff for their hard work and noted his support of the item. Councilmember King moved approval of the Workforce System 2019 Contract Renewals. Vice Mayor Pro Tem Davis seconded the motion. Chair Emery called for any discussion or comments; hearing none, he then called for a vote which resulted in unanimous approval by all members present.

c. Workforce Demonstration Project

Chair Emery recognized Mr. Temple for the report. Mr. Temple stated that after Hurricane Harvey, the State of Texas received funds from the U.S. Department of Labor to help with recovery and to rebuild from the storm. Mr. Temple noted that the Commission also received several smaller grants related to hurricane recovery, which included a grant to help individuals with disabilities affected by the hurricane go to work or back to work. Mr. Temple requested approval of the Workforce Demonstration Project as noted. Mayor Hallisey moved approval. Councilmember Branson seconded the motion. Chair Emery called for any discussion or comments; hearing none, he then called for a vote which resulted in unanimous approval by all members present.

d. Workforce 2018 Contract Amendment

Chair Emery recognized Mr. Temple for the report. Mr. Temple stated that supplemental funds were received for the Workforce program. He noted that the funds were for the Child Care Development Block Grant that assists working families with financial aid for child care and early education expenses. Mr. Temple stated that there were approximately 9,000 families on a waiting list to receive assistance. Mr. Temple then asked for approval of the Workforce 2018 contract

amendment. Mayor Zimmerman moved approval. Huntsville ISD Trustee Rissie Owens seconded the motion. Chair Emery called for any discussion or comments; hearing none, he then called for a vote which resulted in unanimous approval by all members present.

7. PLANS AND PROJECTS REVIEW COMMITTEE

a. Fort Bend County Community Development FY2018 Consolidated Annual Action Plan

Chair Emery recognized Judge Spenrath who chaired the Plans and Projects Review Committee in the absence of the Chair and Vice Chair. Judge Spenrath reported that a quorum was not met. Judge Spenrath then presented H-GAC Community and Environmental Planning Senior Planner Joshua Owens to present the report. Mr. Owens reported that Fort Bend County is required to submit a consolidated annual action plan for all of its US Department of Housing and Urban Development funding including CDBG Home Emergency Services Grants. Mr. Owens reported that Fort Bend County expects to receive a combined \$3,565,417 in federal community development funds in FY2018. Mr. Owens then requested that the project be found consistent with plans, policies, and H-GAC review criteria. Judge Spenrath moved approval. Councilmember King seconded the motion. Judge Spenrath called for any discussion or comments; hearing none, he then called for a vote which resulted in unanimous approval by all members present.

b. FCC Material Recovery Facility

Judge Spenrath recognized H-GAC Community and Environmental Planning Senior Planner Erin Livingston to present the report. Ms. Livingston summarized H-GAC's role for presenting those type of projects. Ms. Livingston then reported that Fomento de Construcciones y Contratas, S.A. (FCC) had applied to the Texas Commission on Environmental Quality for a new, non-putrescible, mixed residential recyclables (Type V) transfer station registration for a facility located in Harris County. Ms. Livingston then summarized FCC's plans for use of the facility. Following questions and clarification from the Board, Ms. Livingston requested the project be found consistent with plans, policies, and H-GAC review criteria with comments. Judge Spenrath moved approval. Mayor Zimmerman seconded the motion. Judge Spenrath called for any discussion or comments; hearing none, he then called for a vote which resulted in unanimous approval by all members present.

8. H-GAC ADVISORY COMMITTEE APPOINTMENTS

a. H-GAC Advisory Committee Appointments

Chair Emery recognized Mr. Wemple to present the report. Mr. Wemple reported that there was one nomination to the Gulf Coast Economic Development District, he then requested approval of the advisory committee appointment as presented. Councilmember King moved approval of the committee appointment. Matagorda County Judge Nate McDonald seconded the motion. Chair Emery called for any discussion or comments; hearing none, he then called for a vote which resulted in unanimous approval by all members present.

9. INFORMATION

a. 2018 Mid-Year Report

Chair Emery recognized Mr. Wemple to present the report. Mr. Wemple stated that the Mid-Year Report was presented for information noting that the mid-year report contained the performance measures that were in the Budget and Service Plan that the Board approved prior to the start of each calendar year and mid-year revision. Mr. Wemple noted that there were over 200

measures in the report noting that each item contained a description and status update. Mr. Wemple also noted that approximately ninety-five percent of the items included in the report were on target or exceeding performance measures with only approximately five percent that had experienced delays due to slow funding at the federal level or other logistical issues. No action was requested, the item was for information only.

b. Spotlight on H-GAC Programs Regional Preparedness

Mr. Wemple recognized H-GAC Transportation Principal Planner Stephan Gage for the presentation. Mr. Gage reviewed H-GAC's evacuation planning activities, his presentation also included slides of maps that showed evacuation plans to assist with the evacuation process during emergency situations. Mr. Gage completed his report following questions and comments from the Board.

c. Executive Director's Report

Mr. Wemple reported that the H-GAC Salary and Benefits Survey was available for purchase. Mr. Wemple also reported that the U.S. Census contacted H-GAC for assistance with the next census report. He noted that workshops were planned for September 12 and October 15, both at H-GAC offices, noting that information was posted on H-GAC's website. He then encouraged Board members to attend the workshops.

10. ADJOURNMENT

Chair Emery noted that there being no further business to be considered by the Board, the meeting was adjourned at 11:04 a.m.