



**AGENDA**  
**HOUSTON-GALVESTON AREA**  
**COUNCIL**  
**BOARD OF DIRECTORS MEETING**  
**May 20, 2025 10:00 AM**  
**3555 Timmons Lane, 2nd Floor**  
**Conference Room B**  
**Houston, TX 77027**

1. INVOCATION
2. PLEDGE OF ALLEGIANCE
3. PUBLIC COMMENT
4. DECLARE CONFLICTS OF INTEREST
5. SAFETY BRIEFING

**ACTION**

6. CONSENT AGENDA

Items listed are of a routine nature and may be acted on in a single motion unless requested otherwise by a member of the Board.

- a. H-GAC BOARD MEETING MINUTES – APRIL 15, 2025

Request approval of the minutes of the April 15, 2025, H-GAC Board Meeting.  
(Staff Contact: Vanessa McKeehan)

- b. EXECUTIVE SEARCH AGENCY SELECTION

Request approval for external executive search services; individual contracts not to exceed \$50,000 with annual spend not to exceed \$150,000. (Staff Contact: JP McGowan)

- c. REGIONAL BUS CONNECTIVITY STUDY

Request authorization to negotiate contract with consulting firms in the order presented for an amount to not exceed \$830,000 to conduct the Regional Bus Study. (Staff Contact: Thomas Gray)

- d. INTERLOCAL AGREEMENT AMENDMENTS TO SUPPORT TRAFFIC INCIDENT MANAGEMENT

Request approval to extend the current agreements with Harris County and the City of Houston through January 31, 2026, and adding up to \$1.41M to the City of Houston Interlocal Agreement, and up to \$1.83M to the Harris County Interlocal agreement for the continuation of the program. (Staff Contact: Marcus Tucker)

- e. INCREASED FUNDS TO SUPPORT TRAFFIC INCIDENT MANAGEMENT

Request approval to amend the advance funding agreement with the Texas Department of Transportation, increasing the value of the agreement by up to \$1.5M for an amount not to exceed \$15M and extending the agreement through January 31, 2026. (Staff Contact: Marcus Tucker)

- f. TEXAS GENERAL LAND OFFICE RESOLUTIONS

Request authorization of required Texas General Land office Resolutions related to Civil Rights and Excessive Force policies. (Staff Contact: Justin Bower)

## **ACTION**

### **7. FINANCE AND BUDGET COMMITTEE**

Report on activities and Committee recommendations.

#### **a. MONTHLY FINANCIAL REPORT - APRIL 2025**

Request approval of the monthly financial report ending April 30, 2025. (Staff Contact: Christina Ordonez-Campos)

#### **b. SPEND DOWN UPDATE - WORKFORCE**

No action required. For information only. (Staff Contact: Christina Ordonez-Campos)

### **8. AUDIT COMMITTEE**

#### **a. 2024 ANNUAL COMPREHENSIVE FINANCIAL REPORT**

Consideration of Audit Committee recommendations and approval of the 2024 Annual Comprehensive Financial Report. (Staff Contact: Christina Ordonez-Campos)

#### **b. 2024 RETIREMENT PLAN FOR EMPLOYEES OF H-GAC**

Consideration of Audit Committee recommendations and approval of the 2024 Retirement Plan for the Employees of Houston-Galveston Area Council. (Staff Contact: Christina Ordonez-Campos)

### **9. COMMUNITY AND ENVIRONMENTAL PLANNING**

#### **a. CRIMINAL JUSTICE FUNDS FISCAL YEAR 2026**

Request approval of the revised General Victim Assistance Grant Program priority list for Fiscal Year 2026 and authorize a resolution to submit the priority list to the Office of Governor, Criminal Justice Division. (Staff Contact: Justin Bower)

### **10. H-GAC ADVISORY COMMITTEE APPOINTMENTS**

#### **a. MAY 2025 ADVISORY COMMITTEE AND AFFILIATE GROUP APPOINTMENTS**

Request approval of appointments to H-GAC advisory committees. (Staff Contact: William Matthews)

### **11. 2025 BOARD COMMITTEE APPOINTMENTS**

#### **a. H-GAC 2025 BOARD CHAIR'S COMMITTEE APPOINTMENTS**

Request approval of the Chair's committee appointments. (Contact: Judge Jay Knight, Chair)

### **12. LEGISLATIVE COMMITTEE**

#### **a. LEGISLATIVE COMMITTEE UPDATE**

Update on important current and upcoming legislative activities. No action requested. (Contact: Rissie Owens)

13. REPORTS

a. H-GAC SPOTLIGHT - SUMMER YOUTH PROGRAM

For information only. No action requested. (Staff Contact: LaToya Casimere)

b. OUTREACH AND GOVERNMENT AFFAIRS REPORT

Update on important current and upcoming public affairs activities. No action requested. (Staff Contact: Rick Guerrero)

c. EXECUTIVE DIRECTOR'S REPORT

Report on current and upcoming H-GAC activities. (Staff Contact: Chuck Wemple)

14. ADJOURNMENT

In compliance with the Americans with Disabilities Act, H-GAC will provide for reasonable accommodations for persons attending H-GAC functions. Requests should be received by H-GAC 24 hours prior to the function.

## **H-GAC BOARD MEETING MINUTES – APRIL 15, 2025**

### **Background**

The H-GAC Board of Directors convenes on the third Tuesday of each month at 10:00 a.m. Meeting minutes are prepared following each Board meeting to summarize any action taken and document the attendance of Board members.

### **Current Situation**

A summary of the April 15 meeting of the H-GAC Board of Directors is attached and recommended for approval.

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

Request approval of the minutes of the April 15, 2025, H-GAC Board Meeting. (Staff Contact: Vanessa McKeehan)

### **ATTACHMENTS:**

▢ April 15, 2025 Meeting Minutes

Cover Memo

**MEETING MINUTES**  
**H-GAC BOARD OF DIRECTORS**  
**April 15, 2025**

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**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 April 15, 2025, Board meeting:

Austin County Judge Tim Lapham  
Brazoria County Commissioner Stacy Adams  
Chambers County Commissioner Tommy Hammond  
Colorado County Judge Ty Prause  
Galveston County Commissioner Hank Dugie (Alternate)  
Harris County Commissioner Adrian Garcia  
Harris County Commissioner Lesley Briones  
Liberty County Judge Jay Knight  
Montgomery County Judge Mark Keough

City of Texas City Commissioner Jami Clark

Walker County Commissioner Brandon Decker  
Wharton County Judge Phillip Spenrath  
City of Alvin Council Member Martin Vela  
City of Baytown Councilmember Laura Alvarado  
City of Deer Park Council Member Tommy Ginn  
City of Friendswood Council Member Sally Branson  
City of Galveston Mayor Pro Tem Marie Robb  
City of Houston Council Member Sallie Alcorn  
City of Houston Vice Mayor Pro Tem Amy Peck  
City of Huntsville Mayor Russell Humphrey  
City of Lake Jackson Mayor Gerald Roznovsky  
City of Missouri City Council Member Jeffrey Boney  
City of Pasadena Councilmember Dolan Dow  
City of Pearland Mayor Kevin Cole

**General Law Cities:**

City of Bunker Hill Mayor Pro Tem Susan Schwartz (Alternate)

City of Pattison Mayor Pro Tem Joe Garcia

**Home Rule Cities (Less than 25,000):**

City of Dickinson Mayor Pro Tem Johnnie Simpson

City of Bellaire Council Member Ross Gordon

Huntsville ISD Trustee Rissie Owens

The following Board members were not marked in attendance at the April 15, 2025, Board Meeting:

Fort Bend County Judge KP George  
Galveston County Commissioner Joseph Giusti  
Matagorda County Judge Bobby Seiferman  
Waller County Judge Trey Duhon  
City of Conroe Council Member Howard Wood

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Meeting Minutes of the H-GAC Board of Directors, April 15, 2025

City of La Porte Council Member Chuck Engelken

City of League Mayor Nick Long

City of Rosenberg Mayor William Benton

City of Sugar Land Stewart Jacobson

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## **CALL TO ORDER**

The Honorable Jay Knight, Liberty County Judge and Chair of the Board called the meeting to order at 10:09 a.m. on Tuesday, April 15, 2025, at 3555 Timmons Lane.

### **1. INVOCATION**

City of Dickinson Mayor Pro Tem Simpson gave the invocation.

### **2. PLEDGE OF ALLEGIANCE**

Liberty County Judge Knight led the Pledge of Allegiance and the Pledge to the Texas Flag.

## **ROLL CALL**

Chair Knight asked Vanessa McKeehan to conduct the Board of Directors roll call. Ms. McKeehan conducted the roll call and announced that a quorum was present. Mr. Perez introduced special guests in the audience: Mayor Charles Johnson (City of Missouri City), Sarah Jones (Office of Senator Cornyn), Kelly Waterman (Office of Senator Cruz), Regina Recinos (General Land Office), and Melissa Washington (General Land Office).

### **3. PUBLIC COMMENT**

Chair Knight invited comments from any members of the public who wished to participate during the meeting and asked Mr. Matthews if any requests for public comments had been received. Mr. Matthews stated that there were no public comments. There being no public comments Chair Knight proceeded to the next item on the agenda.

### **4. DECLARE CONFLICTS OF INTEREST**

Chair Knight called for any Board member with a conflict of interest to declare it at that time. Hearing no conflicts, Chair Knight proceeded to the next item on the agenda.

### **5. SAFETY TIP OF THE MONTH**

Chair Knight asked Scott Young, H-GAC Facilities Manager, to bring this month's safety tip. Mr. Young gave a brief presentation regarding Fire Wardens and their roles inside the conference room and identified the exits in case of an emergency. Mr. Young gave a presentation on top five hidden hazards in the home. Which are magnets, recalled products, tip-over hazards, pool and spa drains, and windows. Mr. Young gave a brief review of each hazard and safety tips.

### **6. CONSENT AGENDA**

Chair Knight called for the Consent Agenda and asked if there were any questions or items that required discussion. There being no questions, Montgomery County Judge Keough moved to approve the Consent Agenda. City of Galveston Mayor Pro Tem Robb seconded the motion. Chair Knight 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 – MARCH 18, 2025** – Approved the minutes of the February 18, 2025, H-GAC Board Meeting.

(over)

- b. **SECURITY CAMERA UPGRADE** – Approved authorization to contract with Pavion Corp. to upgrade the security cameras in the H-GAC spaces on floors 2, 4, & 5, in the amount of \$150,052. Page 5 of 8
- c. **FISCAL YEAR 2026 REGIONAL JUVENILE MENTAL HEALTH SERVICES** - Approved authorization to submit an application for Fiscal Year 2026 Regional Juvenile Mental Health Services project, amount not to exceed \$128,730.
- d. **FISCAL YEAR 2026 REGIONAL LAW ENFORCEMENT TRAINING** – Approved authorization to submit an application for fiscal year 2026 Regional Law Enforcement Training Program; amount not to exceed \$979,671.
- e. **ELDER JUSTICE PROGRAM FISCAL YEAR 2026 VOCA APPLICATION** - Approved authorization to submit an application for fiscal year 2026 Victims of Crime Act funding, in an amount not to exceed \$634,445.
- f. **TEEN DRIVERS EDUCATION OUTREACH PROGRAM** - Approved authorization for H-GAC to contract with a consultant service for an amount not to exceed \$325,000 to conduct Teen Driver Education and Outreach.
- g. **TOW AND GO PROGRAM – 2025 PUBLIC OUTREACH AND EDUCATION CAMPAIGN** - Approved authorization to contract with media vendors to purchase broadcast, radio, newspaper, billboards and digital advertising to conduct a Tow and Go Public Outreach and Education Campaign, for a total amount of \$283,000.
- h. **REGIONAL TRAVEL SURVEY OF MAJOR UNIVERSITIES AND COLLEGES** – Approved authorization to negotiate with firms in the order recommended and ranked for a contract term of one year with an optional six month extension, in an amount not to exceed \$650,000.
- i. **TRAVEL DEMAND MODELING UPDATE AND MAINTENANCE** – Approved authorization to amend the current contract with Cambridge Systematics by adding \$81,251 to the existing amount of \$316,217, bringing the total contract value to \$397,468.
- j. **2025 HURRICANE PREPAREDNESS CAMPAIGN** - Approved authorization to contract with media vendors to purchase broadcast, radio, newspaper, billboards and digital advertising to promote hurricane evacuation preparedness within the Gulf Coast region; total contract amount of \$270,000.
- k. **PARTICULATE MATTER AIR QUALITY PLANNING GRANT** – Approved authorization to contract with firms in the order presented for a contract term of one year, in an amount not to exceed \$454,302.
- l. **HGACBUY-TEMPORARY STAFFING, DIRECT-HIRE AND OTHER EMPLOYER SERVICES** - Approved authorization to contract with the respondents listed in the Contract Award Recommendation Table for Temporary Staffing, Direct-Hire, and Other Employer Services.
- m. **HGACBUY-FLEET SERVICES EQUIPMENT-A** - Approved authorization to contract



with the respondents listed in the Contract Award Recommendation Table for Fleet Services Equipment-A.

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- n. **MICROSOFT OFFICE 365 SUBSCRIPTION RENEWAL** – Approved to renew Microsoft licenses for a total contract amount of \$130,367.
- o. **ADDITIONAL OFFICE SPACE LEASE** – Approved the Executive Director to negotiate the lease for the additional spaces with our current landlord, Novel, and commence all project management activities.
- p. **SAN JACINTO COLLEGE APPRENTICESHIP AWARD** – Approved to accept \$50,000 grant award from San Jacinto College.
- q. **QUARTERLY INVESTMENT REPORT - FIRST QUARTER 2025** – Approved the FY2025 Quarterly Investment Report for the first quarter ending March 31, 2025.

7. **FINANCE AND BUDGET COMMITTEE**

Chair Knight announced that the Finance and Budget Committee met before the Board of Directors meeting under the leadership of the Chair, Colorado County Judge Prause. Judge Prause reported that the committee met with a quorum to consider several items on the agenda.

a. **Monthly Financial Report – MARCH 2025**

Judge Prause recognized Christina Ordonez-Campos, CPA, H-GAC Chief Financial Officer, to present the financial status report for March. Ms. Ordonez-Campos requested approval of the monthly financial report ending March 31, 2025.

Ms. Ordonez-Campos asked if there were any questions regarding the March financial report. There being none, Harris County Commissioner Garcia moved to approve, and City of Galveston Mayor Pro Tem Robb, seconded the motion for the March 2025 report. With no additional discussion, Chair Knight called for the vote which resulted in unanimous approval by all members present.

8. **BUDGET AND SERVICE PLAN**

Chair Knight moved to the next agenda item. Chair Knight called on Chuck Wemple, H-GAC Executive Director. Mr. Wemple requested approval of the Fiscal Year 2025 April Budget Iteration.

a. **FISCAL YEAR 2025 APRIL BUDGET ITERATION** - Approved the April 2025 Iteration of the FY2025 Budget and Service Plan.

Mr. Wemple asked if there were any questions. There being none, City of Friendswood Councilmember Branson moved to approve, and Montgomery County Judge Keough seconded the motion. With no additional discussion, Chair Knight called for the vote which resulted in unanimous approval by all members present.

(over)

**9. REGIONAL REVIEW**

Chair Knight moved to the next agenda item. Chair Knight called on Laura Glaspie, H-GAC Senior Planner. Ms. Glaspie requested approval of the Criminal Justice Fund for Fiscal Year 2026.

- a. CRIMINAL JUSTICE FUNDS FISCAL YEAR 2026** – Approved the H-GAC Criminal Justice Advisory Committee priority ranking for Fiscal Year 2026 criminal justice funds and authorize resolution to submit priority lists to the Office of Governor, Criminal Justice Division.

Ms. Glaspie asked if there were any questions. There being none, Montgomery County Judge Keough moved to approve, and City of Dickinson Mayor Pro Tem Simpson, seconded the motion. With no additional discussion, Chair Knight called for the vote which resulted in unanimous approval by all members present.

**10. COMMUNITY AND ENVIRONMENTAL PLANNING**

Chair Knight moved to the next agenda item. Chair Knight called on Justin Bower, H-GAC Director of Community and Environmental Planning. Mr. Bower requested approval of the Regional Homeland Security Planning Initiative for Fiscal Year 2025.

- a. REGIONAL HOMELAND SECURITY PLANNING INITIATIVE – FISCAL YEAR 2025** – Approved resolution and authorization to submit an application for the Fiscal Year 2025 Regional Homeland Security Planning Initiative, in the amount of \$302,805.

Mr. Bower asked if there were any questions. There being none, City of Friendswood Councilmember Branson moved to approve, and City of Galveston Mayor Pro Tem Robb, seconded the motion. With no additional discussion, Chair Knight called for the vote which resulted in unanimous approval by all members present.

**11. H-GAC ADVISORY COMMITTEE APPOINTMENTS**

Chair Knight moved to the next agenda item. Chair Knight called on William Matthews, H-GAC Policy and Governance Coordinator. Mr. Matthews requested approval of multiple appointments to H-GAC advisory committees.

- a. APRIL 2025 ADVISORY COMMITTEE AND AFFILIATE GROUP APPOINTMENTS** – Approved appointments to H-GAC advisory committees.

Chair Knight asked if there were any questions. There being none, City of Missouri City Council Member Boney moved to approve, and Harris County Commissioner Briones seconded the motion. With no additional discussion, Chair Knight called for the vote which resulted in unanimous approval by all members present.

**12. REPORTS**

- a. **H-GAC Spotlight – REGIONAL GROWTH FORECAST** - Chair Knight called on Pramod Sambidi, H-GAC Assistant Director of Data Analytics and Research. For more information contact [pramodsambidi@h-gac.com](mailto:pramodsambidi@h-gac.com). There being no action, Chair Knight moved to the next item.
- b. **EXECUTIVE DIRECTORS REPORT** – H-GAC Executive Director Chuck Wemple thanked Assistant Director of Data Analytics and Research, Pramod Sambidi and his team for their work on the forecast growth. Mr. Wemple also thanked the mayor about his suggestion about recording the Regional Growth Forecast and Mr. Wemple mentioned that the agency is looking at AI platforms. Mr. Wemple also mentioned that the Board Retreat is coming up in May and to RSVP. The topics will be about a strategic blueprint for the agency. Mr. Wemple said that the topic of federal funding has been brought up and Mr. Wemple said that they are watching for any changes and guaranteed that those changes will be brought to the Board. Mr. Wemple is excited to announce that interviews will start soon for the new Director of Transportation. Mr. Wemple stated that they would like to have a decision made by the first week of May. Mr. Wemple also mentioned the senior population is growing within the region and the Area on Aging team is doing a good job of providing resources.

**13. EXECUTIVE SESSION**

Chair Knight recessed the meeting at 11:11 p.m. to go into executive session.

**a. EXECUTIVE SESSION – CONSULTATION WITH ATTORNEY**

The H-GAC Board may hold an executive session pursuant to Section 551.071 of the Texas Government Code to consult with its attorney regarding pending or contemplated litigation.

There being no action, Chair Knight adjourned the meeting.

**14. ADJOURNMENT**

There being no further business to discuss, Chair Knight adjourned the April 15, 2025, meeting of the H-GAC Board of Directors at 11:28 a.m..

## **EXECUTIVE SEARCH AGENCY SELECTION**

### **Background**

The Houston-Galveston Area Council (H-GAC) periodically has openings for executive level positions. To be most effective in finding highly qualified talent for these roles, H-GAC will utilize executive search agencies to fill high-level positions due to the specialized expertise these agencies offer. Executive search firms have extensive networks and deep industry knowledge, enabling them to identify and attract top-tier talent that might not be actively seeking new opportunities. They also provide a thorough vetting process, ensuring candidates not only have the necessary skills and experience but also align with the company's culture and strategic goals. This targeted approach saves time and resources, allowing H-GAC to focus on core operations while securing the best leadership for our needs.

### **Current Situation**

H-GAC issued a competitive, sealed solicitation to solicit qualified contractor(s) for the services requested under HR-ESRS-03-25 on March 5, 2025 and which closed on April 10, 2025. 31 responsive submissions were received and thoroughly evaluated by a committee of representatives from H-GAC. Evaluation Criteria: Firm Qualifications, Firm Experience/Capabilities, Suitability/Capability, Key Personnel Qualifications, Methodology/Approach/Schedule, Organization and Model, Financial Stability/Resources, Reasonableness of Fee Schedule/Hourly Rate. Results of the procurement and ranked order of proposals will be presented at the Board meeting

### **Funding Source**

NA

### **Budgeted**

No

### **Action Requested**

Request approval for external executive search services; individual contracts not to exceed \$50,000 with annual spend not to exceed \$150,000. (Staff Contact: JP McGowan)

## REGIONAL BUS CONNECTIVITY STUDY

### Background

The Regional Bus Study will evaluate the feasibility of implementing and maintaining a comprehensive regional bus network to extend connectivity between communities, counties and transit providers in the H-GAC region. The study will also assess any service gaps that may currently exist outside the MPO's core planning area.

Regional bus services are longer-distance bus routes connecting outlying communities to each other as well as to the urban centers. Regional bus services may connect riders in smaller or rural communities to medical, educational, government, and social services within the region. A regional bus network was one of the recommendations from the 2019 High-Capacity Transit Task Force Priority Network—which has been incorporated into the 2045 Regional Transportation Plan.

The study was originally scoped to cover the 8-county Metropolitan Planning Area; H-GAC was subsequently awarded a Federal Transit Administration Section 5304 planning grant to expand the study to the entire 13-county H-GAC service area.

### Current Situation

H-GAC issued a competitive, sealed solicitation to solicit qualified contractor(s) for the goods or services requested under TRN24-09 on February 12, 2025 and which closed on March 27, 2025. Four responsive submissions were received and thoroughly evaluated by a committee of H-GAC representatives. Evaluation Criteria: Qualifications, Experience, and Capability, Study Methodology, Schedule and Level of Effort by Task, Past Performance and References. Based on the committee's scoring and evaluation of the proposal responses, the recommendation and rankings are presented below:

Company Name	Score
1. Cambridge Systematics, Inc.	87
2. Foursquare Integrated Transportation Planning	82
3. Kimley-Horn and Associates, Inc.	77
4. HDR Engineering, Inc.	74

### Funding Source

Federal; Federal Transit Administration

### Budgeted

Yes

### Action Requested

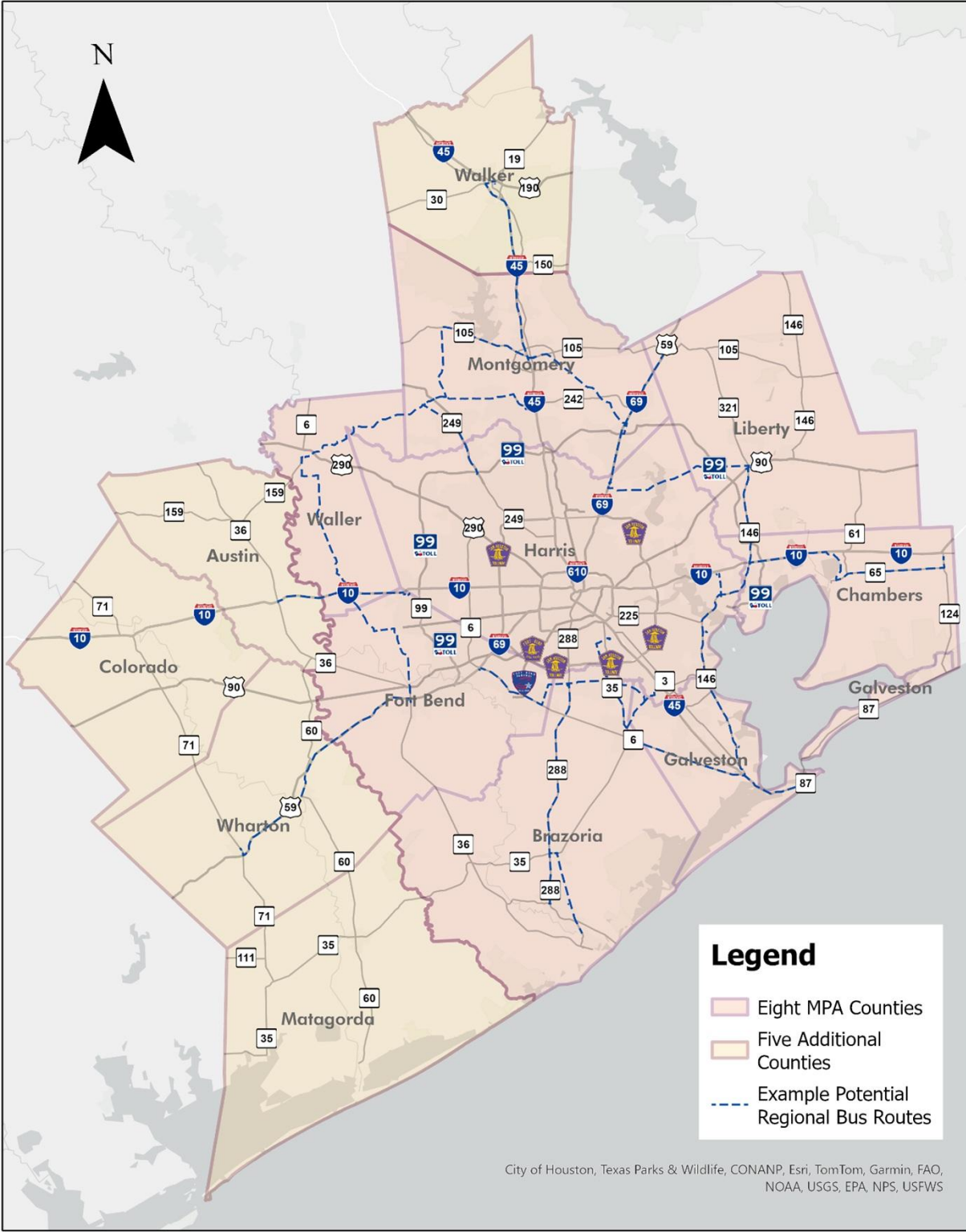
Request authorization to negotiate contract with consulting firms in the order presented for an amount to not exceed \$830,000 to conduct the Regional Bus Study. (Staff Contact: Thomas Gray)

## ATTACHMENTS:

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▢ Regional Bus Study Area

Exhibit



## **INTERLOCAL AGREEMENT AMENDMENTS TO SUPPORT TRAFFIC INCIDENT MANAGEMENT**

### **Background**

The Houston-Galveston Area Council works with local governments to implement the Tow and Go Program as part of regional incident management activities. The purpose of the Tow and Go Program is to quickly remove stalled vehicles from area freeways to a nearby safe location at no cost to the motorist, thereby reducing traffic congestion and secondary crashes.

Currently, H-GAC has agreements with the City of Houston and Harris County to conduct this program. The Tow and Go service and related incident management activities currently operate within unincorporated Harris County, as well as the cities of Bellaire, Deer Park, Houston, Humble, Jersey Village, La Porte, Pasadena, and Webster. Since the program began on May 1, 2018, there have been over 300,000 tows provided at no cost to the driver. The average incident clearance time is less than 17 minutes.

### **Current Situation**

To continue funding the Traffic Incident Management partnerships with Houston and Harris County while awaiting a new federal grant that is experiencing a delay, staff are working with the Transportation Policy Council and Texas Department of Transportation to add funding to the existing grant to continue the program. This would include:

- Extending the current contract with Harris County currently set to expire June 30, 2025, through January 31, 2026, and adding up to \$1.83M for the continuation of towing and incident management operations.
- Extending the current contract with City of Houston currently set to expire June 30, 2025, through January 31, 2026, and adding up to \$1.41M for the continuation of towing and incident management operations.

### **Funding Source**

Federal; Federal Highway Administration

### **Budgeted**

Yes

### **Action Requested**

Request approval to extend the current agreements with Harris County and the City of Houston through January 31, 2026, and adding up to \$1.41M to the City of Houston Interlocal Agreement, and up to \$1.83M to the Harris County Interlocal agreement for the continuation of the program. (Staff Contact: Marcus Tucker)



## **INCREASED FUNDS TO SUPPORT TRAFFIC INCIDENT MANAGEMENT**

### **Background**

The Houston-Galveston Area Council works with local governments to implement the Tow and Go Program as part of regional incident management activities. The purpose of the Tow and Go Program is to quickly remove stalled vehicles from area freeways to a nearby safe location at no cost to the motorist, thereby reducing traffic congestion and secondary crashes.

Currently, H-GAC has agreements with the City of Houston and Harris County to conduct this program. The Tow and Go service and related incident management activities currently operate within unincorporated Harris County, as well as the cities of Bellaire, Deer Park, Houston, Humble, Jersey Village, La Porte, Pasadena, and Webster. Since the program began on May 1, 2018, there have been over 300,000 tows provided at no cost to the driver. The average incident clearance time is less than 17 minutes.

### **Current Situation**

Because H-GAC's new federal grant for the Tow and Go Program has experienced a delay, staff is working with the Texas Department of Transportation to amend the current grant, Control Section Job # 0912-00-559 to extend the grant agreement currently set to expire June 30, 2025, to January 31, 2026, and to add funds for the continuation of the program. Staff is seeking Board approval to add up to \$1.5M of federal Surface Transportation Block Grant funding to the Houston-Galveston Area Council's Regional Freeway Incident Management program.

### **Funding Source**

Federal; Federal Highway Administration

### **Budgeted**

Yes

### **Action Requested**

Request approval to amend the advance funding agreement with the Texas Department of Transportation, increasing the value of the agreement by up to \$1.5M for an amount not to exceed \$15M and extending the agreement through January 31, 2026. (Staff Contact: Marcus Tucker)

## TEXAS GENERAL LAND OFFICE RESOLUTIONS

### Background

The Houston-Galveston Area Council is a recipient of an allocation of Community Development Block Grant Mitigation funds from the Texas General Land Office, which are being used to support a series of local flood mitigation and utility resilience projects in the region. As part of this funding source, H-GAC is required to adopt an Excessive Force Policy and a Civil Rights Resolution.

### Current Situation

H-GAC does not currently have an excessive force policy, and the agency's existing nondiscrimination program and policies (a Title VI resolution approved in 2024) is not sufficient to meet the Texas General Land Office requirements. Resolutions for both of these requirements are attached with this item for the Board's consideration.

The Excessive Force Policy Resolution indicates H-GAC will not engage in excessive force against individuals engaged in non-violent civil rights demonstrations or physically bar entrance to locations subject to non-violent civil rights demonstrations.

The Civil Rights Resolution indicates that H-GAC will adhere to all applicable federal and state regulations required by Texas General Land Office through the Community Development Block Grant Mitigation Program relating to public participation, nondiscrimination in benefits and opportunities, excessive force in civil rights demonstrations, fair housing activities, accessibility to persons with disabilities or limited English proficiency, and other elements identified in the requirements via policies for this program included with this item.

The language and extent of these resolutions represent the standards and extents required by law for all participants in the Community Development Block Grant Mitigation Program.

### Funding Source

NA

### Budgeted

NA

### Action Requested

Request authorization of required Texas General Land office Resolutions related to Civil Rights and Excessive Force policies. (Staff Contact: Justin Bower)

## ATTACHMENTS:

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- |  |                 |
|--|-----------------|
| ▢ Fair Housing Policy CDBG-MIT                                     | Backup Material |
| ▢ Section 504 Policy CDBG-MIT                                      | Backup Material |
| ▢ Section 3 Policy CDBG-MIT  | Backup Material |
| ▢ Citizen Participation Plan with Grievance<br>Procedures CDBG-MIT | Backup Material |

## **Houston-Galveston Area Council**

### **Fair Housing Policy**

In accordance with Fair Housing Act, the Houston-Galveston Area Council hereby adopts the following policy with respect to the Affirmatively Furthering Fair Housing:

1. Houston-Galveston Area Council agrees to affirmatively further fair housing choice for all seven protected classes (race, color, religion, sex, disability, familial status, and national origin).
2. Houston-Galveston Area Council agrees to plan at least one activity during the contract term to affirmatively further fair housing.
3. Houston-Galveston Area Council will introduce and pass a resolution adopting this policy.

As officers and representatives of the Houston-Galveston Area Council, we the undersigned have read and fully agree to this plan and become a party to the full implementation of this program.

This Policy was passed by the Board of Directors of the Houston-Galveston Area Council at its regularly scheduled Board of Directors meeting on May 25, 2025.

## Houston-Galveston Area Council

### Section 504 Policy against Discrimination based on Handicap and Grievance Procedures

In accordance with 24 CFR Section 8, Nondiscrimination based on Handicap in federally assisted programs and activities of the Department of Housing and Urban Development, Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), and Section 109 of the Housing and Community Development Act of 1974, as amended (42 U.S.C. 5309), and other applicable state and federal requirements related to its participation in the Department of Housing and Urban Development's community Development Block Grant – Mitigation Program, as administered by the Texas General Land Office (GLO), the Houston-Galveston Area Council (H-GAC) hereby adopts the following policy and grievance procedures:

1. Discrimination prohibited. No otherwise qualified individual with handicaps in the United States shall, solely by reason of his or her handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance from the Department of Housing and Urban Development (HUD).
2. H-GAC does not discriminate on the basis of handicap in admission or access to, or treatment or employment in, its federally assisted programs and activities.
3. H-GAC recruitment materials or publications shall include a statement of this policy in 1. above.
4. H-GAC shall take continuing steps to notify participants, beneficiaries, applicants, and employees, including those with impaired vision or hearing, and unions or professional organizations holding collective bargaining or professional agreements with the recipients that it does not discriminate on the basis of handicap in violation of 24 CFR Part 8.
5. For hearing and visually impaired individuals eligible to be served or likely to be affected by the CDBG program, H-GAC shall ensure that they are provided with the information necessary to understand and participate in the CDBG program.
6. Grievances and Complaints
  - a. Any person who believes she or he has been subjected to discrimination on the basis of disability may file a grievance under this procedure. It is against the law for H-GAC to retaliate against anyone who files a grievance or cooperates in the investigation of a grievance.
  - b. Complaints should be addressed to the Houston-Galveston Area Council, P.O. Box 22777, Houston, TX, 77227-2777, or call (713) 627-3200, who has been designated to coordinate Section 504 compliance efforts.
  - c. A complaint should be filed in writing or verbally, contain the name and address of the person filing it, and briefly describe the alleged violation of the regulations.
  - d. A complaint should be filed within thirty (30) working days after the complainant becomes aware of the alleged violation.

- e. An investigation, as may be appropriate, shall follow a filing of a complaint. The investigation will be conducted by H-GAC. Informal but thorough investigations will afford all interested persons and their representatives, if any, an opportunity to submit evidence relevant to a complaint.
- f. A written determination as to the validity of the complaint and description of resolution, if any, shall be issued by the Executive Director or their designee, and a copy forwarded to the complainant with fifteen (15) working days after the filing of the complaint where practicable.
- g. The Section 504 coordinator shall maintain the files and records of H-GAC relating to the complaint files.
- h. The complainant can request a reconsideration of the case in instances where he or she is dissatisfied with the determination/resolution as described in f. above. The request for reconsideration should be granted.

This policy was adopted by the Board of Directors of the Houston-Galveston Area Council at its regularly scheduled Board of Directors meeting on May 20, 2025.

## Houston-Galveston Area Council Section 3 Policy

In accordance with 12 U.S.C. 1701u, (Section 3), **Houston-Galveston Area Council (H-GAC)** agrees to implement the following steps, which, to *the greatest extent feasible*, will provide job training, employment and contracting opportunities for Section 3 residents and Section 3 businesses of the areas in which the program/project is being carried out. H-GAC is adopting this policy pursuant to requirements as a funded entity of U.S. Department of Housing and Urban Development Community Development Block Grant -Mitigation (CDBG-MIT) funds administered through the Texas General Land Office (GLO). All activities described herein will be undertaken in coordination with local partners and program subrecipients.

- A. Introduce and pass a resolution adopting this plan as a policy to strive to attain goals for compliance to Section 3 regulations by increasing opportunities for employment and contracting for Section 3 residents and businesses.
- B. Assign duties related to implementation of this plan to the designated Civil Rights Officer.
- C. Notify Section 3 residents and business concerns of potential new employment and contracting opportunities as they are triggered by CDBG-MIT grant awards through the use of: Public Hearings and related advertisements; public notices; bidding advertisements and bid documents; notification to local business organizations such as the Chamber(s) of Commerce or the Urban League; local advertising media including public signage; project area committees and citizen advisory boards; local HUD offices; regional planning agencies; and all other appropriate referral sources. Include Section 3 clauses in all covered solicitations and contracts.
- D. Maintain a list of those businesses that have identified themselves as Section 3 businesses for utilization in CDBG-MIT funded procurements, notify those businesses of pending contractual opportunities, and make this list available for general Grant Recipient procurement needs.
- E. Maintain a list of those persons who have identified themselves as Section 3 residents and contact those persons when hiring/training opportunities are available through either the Grant Recipient or contractors.
- F. Require that all prime contractors and subcontractors with contracts over \$100,000 commit to this plan as part of their contract work. Monitor the contractors' performance with respect to meeting Section 3 requirements and require that they submit reports as may be required by HUD, GLO, or other coordinating state agency to the Grant Recipient.
- G. Submit reports as required by HUD, GLO, or other coordinating state agency regarding contracting with Section 3 businesses and/or employment as they occur; and submit reports within 20 days of calendar year end which identify and quantify Section 3 businesses and employees.

- H. Maintain records, including copies of correspondence, memoranda, etc., which document all actions taken to comply with Section 3 regulations.

This policy was adopted by the Board of Directors of the Houston-Galveston Area Council at its regularly scheduled Board of Directors meeting on May 20, 2025.



**Houston-Galveston Area Council**  
**Citizen Participation Plan**  
**for Community Development Block Grant Mitigation Projects**

**I) Introduction – Regarding the Use of Grant Funds from the U.S. Department of Housing and Urban Development**

This Citizen Participation Plan was prepared by the Houston-Galveston Area Council (H-GAC) in accordance with Section 104(a) of the Housing and Community Development Act of 1974, as amended, the 24 CFR 91.105 federal regulations which outline the "citizen participation" requirements, and pursuant to all federal and state requirements for the Community Development Block Grant – Mitigation Program (CDBG-MIT) as administered by the Texas General Land Office. . The plan is to be used to address citizen participation in CDBG-MIT Program funds allocated to H-GAC. The Citizen Participation Plan (CPP) sets forth policies and procedures for citizen participation in the development of project specific applications and substantial amendments to these projects with funding. The Houston-Galveston Area Council (H-GAC) will collaborate with local partners and subrecipients to coordinate these activities with their existing Citizen Participation Plans as appropriate under existing federal and state requirements and statutes.

**II) Encouragement of Citizen Participation**

Houston-Galveston Area Council encourages the participation of citizens, local and regional institutions, and other community organizations in the ongoing planning and implementation of CDBG-MIT projects. H-GAC will coordinate with local partners for CDBG-MIT projects to ensure a coordinated and impactful approach to ensuring citizen participation. Throughout this policy, references to citizens or residents shall mean the residents and citizens served by the local partner(s) project areas. However, H-GAC encourages all interested parties to participate.

**III) Certification of Compliance**

The Houston-Galveston Area Council is certifying to the U. S. Department of Housing and Urban Development (HUD), the Texas General Land Office (GLO), and any State Agencies coordinating in the administration of HUD programs that they have an approved Citizen Participation Plan, which:

- provides for and encourages citizen participation with emphasis on participation by persons who are residents of slum and blighted areas, by residents in low-and moderate-income neighborhoods, or targeted revitalization areas.
- provides for and encourages citizen participation of residents of public and assisted housing developments, as well as provides information to the public housing authorities within our jurisdiction activities related to these programs.
- provides for and encourages citizen participation of persons with disabilities as well as provides documents in a format accessible to persons with disabilities, upon request.
- provides for and encourages citizen participation of all residents, including minorities and non-English speaking persons, and identifies how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate.
- provides residents with reasonable and timely notification and access to local meetings, information, and records relating to the proposed and actual use of federal CDBG-MIT funds.
- provides for public hearings and/or public postings to obtain citizen views; to respond to proposals and questions at all stages of the community development program, including at least the development of needs; and the review of proposed activities, and review of program annual performance. If hearings are held, they shall be after adequate notice, at times and locations convenient to potential or actual beneficiaries, and with accommodations for disabled people; and
- provides for a timely written response to written complaints and grievances where applicable.

**Note to Grant Recipients regarding Limited English Proficiency (LEP) requirements:**

In accordance with federal law, if there is a significant number of the population who are non-English speaking residents and are affected by the CDBG project, such residents should have 'meaningful access' to all aspects of the CDBG project. To provide 'meaningful access', Grant Recipients may need to provide interpreter services at public hearings or provide non-English written materials that are routinely provided in English. Examples of such vital documents may include Citizen Participation notices (e.g., complaint procedures, hearings notices), civil rights notices, and any other published notice that may allow an eligible person with limited English proficiency to participate in discussing proposed CDBG activities. For more information, see [LEP.gov](http://LEP.gov).

#### **IV) Complaint Procedures**

These complaint procedures comply with the requirements of HUD's CDBG Program and related requirements found in 24 CFR §570.486 (Code of Federal Regulations). Citizens can obtain a copy of these procedures at the Houston-Galveston Area Council, 1355 Timmons Lane, Suite 100, Houston, Texas, during regular business hours. Inquiries can be made by calling (713) 627-3200.

Below are the formal complaint and grievance procedures regarding the services provided under the CDBG program.

- a. A person who has a complaint or grievance about any services or activities with respect to a CDBG project, whether it is a proposed, ongoing, or completed CDBG project, may during regular business hours submit such complaint or grievance, in writing to the Director of Community and Environmental Development, Houston-Galveston Area Council, P.O. Box 22777, Houston, TX 77227-2777 or may call (713) 627-3200
- b. A copy of the complaint or grievance shall be transmitted by the Director of Community and Environmental Development to the person/division that is the subject of the complaint or grievance and to the Executive Director within five (5) working days after the date of the complaint or grievance was received.
- c. The Executive Director, or their representative shall complete an investigation of the complaint or grievance, if practicable, and provide a timely written answer to person who made the complaint or grievance within fifteen (15) days. The response may be a time extension to further review the complaint or grievance.
- d. If the investigation cannot be completed within fifteen (15) working days per 3 above, the person who made the grievance or complaint shall be notified, in writing, within twenty (20) days where practicable after receipt of the original complaint or grievance and shall detail when the investigation should be completed.
- e. If necessary, the grievance and a written copy of the subsequent investigation shall be forwarded to the CDBG Program Manager for their further review and comment.

If appropriate, provide copies of grievance procedures and responses to grievances in both English and Spanish, or other appropriate language.

#### **V) Technical Assistance**

When requested, H-GAC shall provide technical assistance to groups that are representative of persons of low-and moderate-income in developing proposals for

the use of CDBG funds or in interpreting and providing feedback on existing projects. H-GAC, based upon the specific needs of the community's citizens at the time of the request, shall determine the level and type of assistance.

## **VI) Timely Notice and Access to Meetings, Information, and Records**

H-GAC will provide citizens reasonable advance notice of, and opportunity to comment on proposed activities in an application to the state and for grants already made regarding activities which are proposed to be added, deleted, or substantially changed from the entity's application to the state. Reasonable advance notice of meetings and/or hearings will be provided, and the meetings and/or hearings will be held at times and locations convenient to potential or actual beneficiaries, with accommodations for disabled people. The public outreach and notification will be accomplished through one or more of the following methods:

- a. Publication of notice in a local newspaper-a published newspaper article may also be used so long as it provides sufficient information regarding program activities and relevant dates.
- b. Notices prominently posted in public buildings and distributed to local Public Housing Authorities and other interested community groups.
- c. Posting of notice on [www.h-gac.com](http://www.h-gac.com) or the website of a local subrecipient for the project area.
- d. Public Hearing; or
- e. Individual notice to eligible cities and other entities as applicable using one or more of the following methods: Certified mail, Electronic mail, or fax, First class (regular mail), Personal delivery (e.g., at a formal public meeting).

These details will be included in the Public Comment Version of the Application, prior to submission.

Citizens, with emphasis on persons of low-and moderate-income who are residents of slums or blight areas, shall be encouraged to submit their views and views and proposals regarding community development and housing needs. Citizens shall be made aware of the location where they may submit their views and proposals.

## **VII) Public Comment Provisions as Required by Certain State Agencies in the Administration of Federal Programs**

When public notice is the sole required notification process for the submission of an application from a State agency, the following provisions shall be observed by H-

GAC: A copy of a substantially complete application will be made available to allow for 15 days of local public comment, 15 days of state comment for a total of 30 days and will include, but are not limited to:

- a. The amount of CDBG funds expected to be made available for the current fiscal year (including the grant and any anticipated program income).
- b. The range of activities that may be undertaken with the CDBG funds.
- c. The estimated amount of the CDBG-funds proposed to be used for activities that meet the national objective of benefit to low-and moderate-income persons.
- d. The proposed CDBG activities likely to result in displacement and the unit of general local government's anti-displacement and relocation plans required under§ 570.488.
- e. The development of housing and community development needs

When a public hearing is required for submission of an application from a State agency, the following provisions shall be observed by H-GAC:

- a. As stated in the COVID-19 Disaster Declaration Proclamation dated March 13th, 2020; public hearings may be held virtually or in person, pursuant to Section 418.017 of the code; "authorization to use all available resources of state government and of political subdivisions that are reasonably necessary to cope with this disaster." Public notice of all hearings must be posted at least seventy-two (72) hours prior to the scheduled hearing.
- b. When a significant number of non-English speaking citizens are a part of the potential service area of the CDBG project, vital documents such as notices should be published in the predominant language of these non-English speaking citizens. An interpreter should be present to accommodate the needs of the non-English speaking citizens at all public hearing where applicable.
- c. Each public hearing shall be held at a time and location convenient to potential or actual beneficiaries and will include accommodation for persons with disabilities. Persons with disabilities must be able to attend the hearings and H-GAC must plan for individuals who require auxiliary aids or services if contacted at least two days prior to the hearing.
- d. A public hearing, when required by a Federal Program, shall be held after 5:00 PM on a weekday or at a convenient time on a Saturday or Sunday.
- e. If the agency requires a public hearing for submission, then a public notice shall be posted at H-GAC offices and the seat of government of the local partner and the respective websites notifying the public of the project selected at least 5 days prior to the submission of the application.

H-GAC shall retain documentation of the hearing notice( s ), a listing of persons attending the hearing(s), minutes of the hearing(s), and any other records concerning

the proposed use of funds for three (3) years from closeout of the grant to the state. Such records shall be made available to the public in accordance with Chapter 552, Texas Government Code.

This policy was adopted by Resolution of the Houston-Galveston Area Council Board of Directors on May 20, 2025.

## MONTHLY FINANCIAL REPORT - APRIL 2025

### Background

N/A

### Current Situation

N/A

### Funding Source

N/A

### Budgeted

N/A

### Action Requested

Request approval of the monthly financial report ending April 30, 2025. (Staff Contact: Christina Ordonez-Campos)

### ATTACHMENTS:

▢ Monthly Financial Report - April 2025

Cover Memo

# HOUSTON GALVESTON AREA COUNCIL (H-GAC)

## FY25 Monthly Financial Report

For Month Ending April 30, 2025

Prepared on May 7, 2025



Esteemed H-GAC Board of Directors and Executive Director Wemple, please find attached the financial report for last month. The information contained within is intended for managerial reporting purposes. All figures are unaudited and subject to change. Should you have any questions, please feel free to let me or a member of my staff know. Respectfully submitted, Christina Ordóñez-Campos, CPA - Chief Financial Officer.

### SUMMARY OF KEY CHANGES

#### REVENUES

- > As of the end of this month, a total of 106K in membership dues has been collected, of which 4.2K pertains to outstanding dues from the 2024 membership year that were recognized this year.
- > A significant portion of "Other Revenue" budget relates to space renovation costs. We expect this revenue to increase once the renovation project begins for the additional space.
- > During April 2025, the cooperative purchasing fee collection saw a significant increase with fees totaling 744K compared to 166K in March. A major portion of this revenue is attributed to Q1 reporting contracts.

#### EXPENDITURES

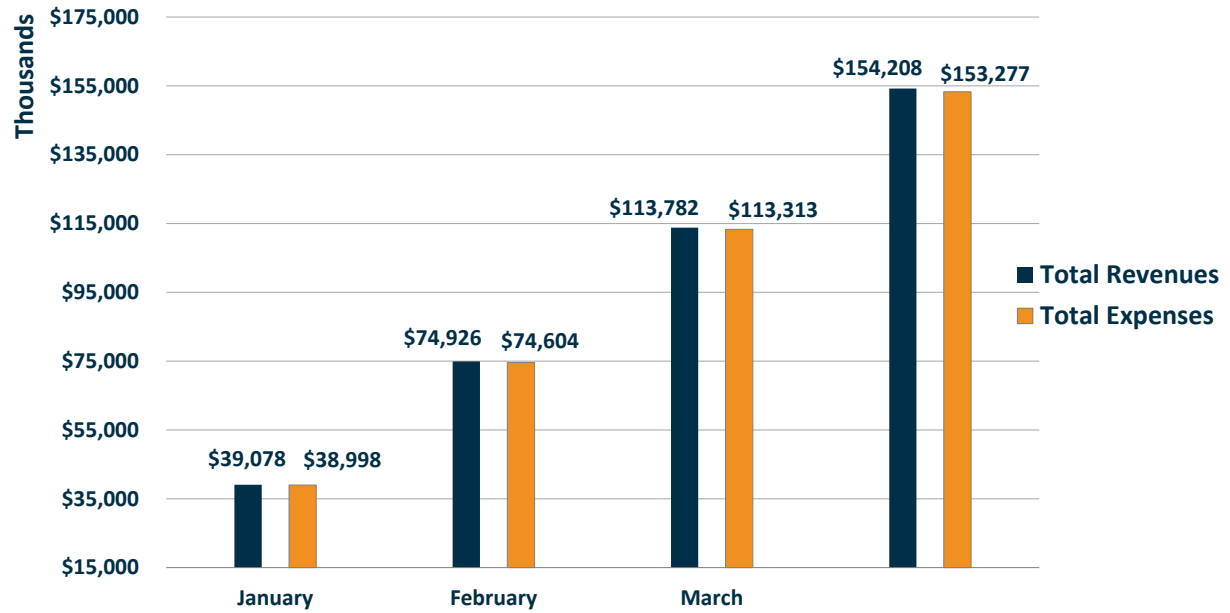
- > Personnel expenditures are at 25% of the budget, while 33.33% of time has elapsed. We currently have 365 employees compared to 333 in April 2024.
- > Equipment expense appears low as it includes a 3.6 mil budget for the C&E 911 program. The procurement process is currently underway, with equipment purchases expected toward the end of the year following vendor selection, delivery and installation, and final invoice payment upon project completion.
- > Consultant expenses are under the projection levels mainly in the Transportation department and the Shared Services area. We will make any necessary adjustments to the budgeted amounts during our mid-year revision if necessary.

\*\*\* Please note: the financial activity outlined above and in the report falls within the past trends observed in H-GAC's operations and is not out of the ordinary. \*\*\*



### Monthly Trends Chart

As of April 30, 2025



# HOUSTON GALVESTON AREA COUNCIL (H-GAC)

## FY25 Monthly Trends Report

For Month Ending April 30, 2025

	January 2025	February 2025	March 2025	April 2025	May 2025	June 2025
<b>Revenues</b>						
<b>General &amp; Enterprise Fund Revenues</b>						
Membership Dues	\$ -	\$ -	\$ -	\$ 106,065		
HGAC Energy Corporation	7,717	5,117	11,474	11,788		
Cooperative Purchasing Fees	333,326	576,612	166,092	743,821		
Gulf Coast Regional 911 Fees	327,668	384,194	333,500	738,018		
Interest Income	32,271	148,962	233,354	98,060		
Other Revenues	175,158	153,458	113,386	484,824		
<b>Total General &amp; Enterprise Fund Revenues</b>	<b>\$ 876,140</b>	<b>\$ 1,268,343</b>	<b>\$ 857,807</b>	<b>\$ 2,182,577</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Special Revenue Fund</b>						
Federal Grants	\$ 11,608	\$ 17,191	\$ 52,377	\$ 32,807		
State Grants	38,190,394	34,562,137	37,945,983	38,210,641		
<b>Total Special Revenue Fund Revenues</b>	<b>\$ 38,202,002</b>	<b>\$ 34,579,328</b>	<b>\$ 37,998,359</b>	<b>\$ 38,243,448</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Revenues</b>	<b>\$ 39,078,142</b>	<b>\$ 35,847,671</b>	<b>\$ 38,856,167</b>	<b>\$ 40,426,025</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Expenditures</b>						
Personnel	\$ 3,268,715	\$ 3,361,995	\$ 3,529,778	\$ 3,728,298		
Pass-through Funds - Grant	34,905,968	30,929,587	33,629,396	34,519,569		
Consultant and Contract Services	133,856	710,131	1,035,209	967,884		
Lease of Office Space	121,103	127,746	126,566	126,555		
Equipment	91,509	29,489	25,888	42,127		
Travel	6,081	48,615	44,477	32,228		
Other Expenses	471,070	398,528	317,584	547,381		
<b>Total Expenditures</b>	<b>\$ 38,998,301</b>	<b>\$ 35,606,091</b>	<b>\$ 38,708,898</b>	<b>\$ 39,964,044</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Excess of Revenues Over(Under) Expenditures</b>	<b>\$ 79,841</b>	<b>\$ 241,580</b>	<b>\$ 147,269</b>	<b>\$ 461,981</b>	<b>\$ -</b>	<b>\$ -</b>

# HOUSTON GALVESTON AREA COUNCIL (H-GAC)

## FY25 Budget to Actual Report - All Funds

For Month Ending April 30, 2025

33.33% of Year  
Elapsed

	FY25 Budget	FY25 Year-to-Date Actuals	FY25 % of Actuals to Budget	FY24 Budget	FY24 Year-to-Date Actuals	FY24 % of Actuals to Budget
<b>Revenues</b>						
<b>General &amp; Enterprise Fund Revenues</b>						
	FY25 Budget	FY25 Year-to-Date Actuals	FY25 % of Actuals to Budget	FY24 Budget	FY24 Year-to-Date Actuals	FY24 % of Actuals to Budget
Membership Dues	\$ 462,937	\$ 106,065	23%	\$ 462,137	\$255,094	55%
HGAC Energy Purchasing Corporation	130,000	36,097	28%	80,000	48,703	61%
Cooperative Purchasing Fees	6,704,157	1,819,851	27%	5,500,000	1,574,794	29%
Gulf Coast Regional 911 Fees	5,793,623	1,783,380	31%	2,818,187	1,372,601	49%
Interest Income	1,000,000	512,647	51%	500,000	493,181	99%
Other Revenues	8,713,867	926,826	11%	6,947,976	2,195,410	32%
<b>Total General &amp; Enterprise Fund Revenues</b>	<b>\$ 22,804,584</b>	<b>\$ 5,184,867</b>	<b>23%</b>	<b>\$ 16,308,300</b>	<b>\$5,939,783</b>	<b>36%</b>
<b>Special Revenue Fund</b>						
	FY25 Budget	FY25 Year-to-Date Actuals	FY25 % of Actuals to Budget	FY24 Budget	FY24 Year-to-Date Actuals	FY24 % of Actuals to Budget
Federal Grant	\$ 695,000	\$ 113,982	16%	\$ 695,000	\$163,085	23%
State Grants	571,145,162	148,909,156	26%	533,764,173	152,108,716	28%
<b>Total Special Revenue Fund Revenues</b>	<b>\$ 571,840,162</b>	<b>\$ 149,023,137</b>	<b>26%</b>	<b>\$ 534,459,173</b>	<b>\$152,271,801</b>	<b>28%</b>
<b>Total Revenues</b>	<b>\$ 594,644,746</b>	<b>\$ 154,208,004</b>	<b>26%</b>	<b>\$ 550,767,473</b>	<b>\$ 158,211,584</b>	<b>29%</b>
<b>Expenditures</b>						
	FY25 Budget	FY25 Year-to-Date Actuals	FY25 % of Actuals to Budget	FY24 Budget	FY24 Year-to-Date Actuals	FY24 % of Actuals to Budget
Personnel	\$ 55,702,282	\$ 13,888,786	25%	\$ 41,512,429	\$12,167,925	29%
Pass-through Funds - Grant	497,596,133	133,984,519	27%	479,466,417	140,539,432	29%
Consultant and Contract Services	20,414,078	2,847,080	14%	20,364,025	2,276,155	11%
Lease of Office Space	2,525,527	501,970	20%	1,827,797	486,654	27%
Equipment	5,765,834	189,013	3%	566,200	310,142	55%
Travel	909,870	131,401	14%	697,397	116,895	17%
Other Expenses	11,731,022	1,734,564	15%	6,484,891	1,512,009	23%
<b>Total Expenditures</b>	<b>\$ 594,644,746</b>	<b>\$ 153,277,333</b>	<b>26%</b>	<b>\$ 550,919,156</b>	<b>\$157,409,212</b>	<b>29%</b>
<b>Excess of Revenues Over(Under) Expenditures</b>	<b>\$ -</b>	<b>\$ 930,671</b>		<b>\$ (151,683)</b>	<b>\$ 802,372</b>	
<b>Beginning Fund Balance (all funds) - Jan. 1 (1)</b>	<b>\$ 48,127,368</b>	<b>\$ 48,127,368</b>		<b>\$ 40,872,331</b>	<b>\$ 40,872,331</b>	
<b>Ending Fund Balance (all funds) - April. 30 (2)</b>	<b>\$ 48,127,368</b>	<b>\$ 49,058,039</b>		<b>\$ 40,720,648</b>	<b>\$ 41,674,703</b>	

(1) Jan. 1, 2025 beginning fund balance is preliminary & subject to change. This figure is unaudited.

(2) All ending fund balances are of April 30th for each year.

## **SPEND DOWN UPDATE - WORKFORCE**

### **Background**

An overview of the H-GAC spend down policy was provided to the Board by Chuck Wemple during the August 2024 board meeting.

### **Current Situation**

Staff will be providing an update on the spend down process for Workforce contracts.

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

No action required. For information only. (Staff Contact: Christina Ordonez-Campos)

## **2024 ANNUAL COMPREHENSIVE FINANCIAL REPORT**

### **Background**

N/A

### **Current Situation**

N/A

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

Consideration of Audit Committee recommendations and approval of the 2024 Annual Comprehensive Financial Report. (Staff Contact: Christina Ordonez-Campos)

### **ATTACHMENTS:**

▯ Management Rep Letter

Cover Memo

May 8, 2025

To the Board of Directors and Management  
Houston-Galveston Area Council  
Houston, Texas

In planning and performing our audit of the financial statements of Houston-Galveston Area Council (the "Council") as of and for the year ended December 31, 2024, in accordance with auditing standards generally accepted in the United States of America, we considered the Council's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Council's internal control. Accordingly, we do not express an opinion on the effectiveness of the Council's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses and therefore, there can be no assurance that all deficiencies, significant deficiencies, or material weaknesses have been identified. We did not identify any deficiencies in internal control that we consider to be material weaknesses. However, as discussed below, we identified certain matters involving the internal control, other operational matters that are presented for your consideration. This letter does not affect our report dated May 8, 2025 on the financial statements of the Council.

Our observations are summarized as follows:

#### **H-GAC's Accounting and Financial Policies and Procedures**

**Observation:** During the 2024 audit, we reviewed of the written accounting and financial policies and procedures dated December 19, 2023. We noted that section 1.05 *The Roles of the Executive and Staff* is not in line with the current standard operating procedures, which could result in increased risk of noncompliance, operational inefficiencies, and increased risk of errors.

**Recommendation:** We recommend the Council a comprehensive review process to identify outdated policies and procedures and focus on aligning with current and effective operations and ensuring they are relevant and in compliance with laws and regulations. The updated policies and procedures should be well-documented, communicated, and easily accessible to employees.

#### **Management's Response:**

**Management concurs with the audit observation.** *We acknowledge that the accounting and financial policies and procedures manual has not been reviewed or updated in a timely manner. Since then, several system changes, process changes, and regulatory updates have occurred, and the current documentation does not accurately reflect these developments.*

### **H-GAC's Accounting and Financial Policies and Procedures (continued)**

#### ***Corrective Action Plan:***

- *A comprehensive review and update of the accounting and financial policies manual has been initiated.*
- *We will align all procedures with current accounting standards (e.g., IFRS/GAAP/GAAS) and regulatory requirements.*
- *The updated manual will also reflect recent changes in financial systems, roles, and responsibilities.*
- *Training sessions will be conducted to ensure staff are familiar with the revised policies.*
- *A policy will be implemented to review and update financial procedures every two years.*

***Expected Completion Date:*** Q3, 2025

***Person Responsible:*** Controller

### **H-GAC's Employee Handbook and Compensated Absences**

**Observation:** During our inquiries, review of the employee handbook dated October 18, 2022, and testing of compensated absences, we noted the following observations:

- We noted that certain employees had earned leave hours at a higher rate than other employees due to a recruitment initiative several years ago.
- The Time off and Leaves of Absences chart shown below provides the number of hours employees are allowed to accrue annually based on their years of service. The ranges shown in the chart, however, have years of service that overlap that affect the Council's ability to accurately calculate the total number of hours accrued. For example, five (5) years of service appears in both the 0-5 and 5-10 years of service range.

YEARS EMPLOYED	ANNUAL VACATION LEAVE HOURS	HOURS PER PAY PERIOD	MAXIMUM BALANCE ALLOWED
0 – 5	96	3.69	256
5 – 10	112	4.30	256
10 – 15	128	4.92	256
15 and over	144	5.54	256

- The Council's employee handbook references 26 pay periods within the calendar year, but during 2024, the actual calculation was based on 27 pay periods.
- We noted during our review of compensated balances, that the Council uses employee categories A through G, however, the policy only reference categories A through D in reference to the sick leave criteria as shown below (page 68 of the Employee Handbook).

Employees that have not taken more than 40 hours of sick time by the end of a calendar year may transfer up to 24 to 30 hours of sick time from their sick time balance to their vacation balance. Employees who have not completed a full calendar year of service are still eligible to transfer up to 30 hours of sick time balance to employee's vacation balance calculated on a pro-rata basis in alignment with employee's start date. The hours eligible to be transferred are dependent on employee's regular work schedule. Employees with Schedules A or B may transfer up to 27 hours. Employees with Schedule C may transfer up to 24 hours. Employees with Schedule D may transfer up to 30 hours.

### **H-GAC's Employee Handbook and Compensated Absences (continued)**

#### **Observation: (continued)**

The table below was not located in the employee handbook.

EMPLOYEE SCHEDULE PBC	
Schedule	Maximum hours allowed to transfer
A	27
B	27
C	24
D	30
E	30
F	27
G	27

- The policy is not clear about the effective date of the higher hours per period accrual occurs (e.g., the first pay period after the employee's anniversary or the pay period of the employee's anniversary).
- The employee handbook does not provide guidance on the type of formal documentation, including approvals, when adjustments or corrections to compensated absences are made.
- We noted that the annual compensated absence liability calculation requires manual adjustments to the maximum annual carryover and accrual amounts. Manual adjustments or calculations outside of MIP could cause error, discrepancies, and inconsistencies in future period.

**Recommendation:** We recommend the Council perform a comprehensive review to identify outdated policies and procedures and focus on aligning those procedures with current and effective operations to ensure compliance with laws and regulations. The updated policies and procedures should be well-documented, communicated, and easily accessible to employees. The Council should limit or remove manual calculations which are causing discrepancies or inconsistencies.

#### **Management's Response:**

*Management acknowledges the observations and appreciates the detailed review of our compensated absences policies and related practices. We recognize the need for improved clarity, consistency, and accuracy in our Employee Handbook and internal procedures related to time off and leave policies.*

#### **Corrective Actions Planned or Taken:**

1. **Review and Standardize Policy:** A review of all recruitment related incentives, including leave accrual modifications will be undertaken and an addendum to the Employee Handbook will be added to grandfather those exceptional cases where a higher accrual rate was offered as a recruitment initiative to executive level candidates. In addition, conditions under which these incentives may be granted will also be noted in the Employee Handbook.
2. **Policy Review and Revision:** A comprehensive review of the Employee Handbook is currently underway, with a focus on identifying and correcting inconsistencies, including the overlapping years of service ranges in the time-off accrual chart. We will revise the ranges to ensure there is no ambiguity in interpreting accrual eligibility.
3. **Alignment with Payroll Calendar:** Management is aware that the 2024 calendar year includes 27 pay periods instead of the standard 26. This additional pay period was added due to the normal pay period falling on a bank holiday (Jan. 1<sup>st</sup>). We will update the Employee Handbook to reflect this type of an occurrence and ensure accrual calculations are adjusted accordingly in years with additional pay periods..
4. **Expansion of Employee Categories:** We will update the Handbook to include all relevant employee categories (A through G) and define the specific accrual and sick leave entitlements applicable to each, ensuring consistency between practice and policy



## **H-GAC's Employee Handbook and Compensated Absences (continued)**

### ***Corrective Actions Planned or Taken: (continued)***

5. ***Clarification of Accrual Effective Dates:*** Language will be added to the Employee Handbook to clarify the effective date of increased accrual rates—specifically whether the higher accrual rate begins on the anniversary pay period or following it.
6. ***Documentation and Adjustment Protocols:*** The procedure in place for making corrections or adjustments to compensated absences will be formalized and the process documented. This will include required approval levels, documentation standards, and communication protocols.
7. ***Reduction of Manual Processes:*** Management agrees that reliance on manual calculations creates more room for error. We are evaluating options to automate accrual tracking and carryover limits within our MIP accounting system or other HRIS tools to reduce manual intervention, ensure accuracy, and improve auditability.

***Timeline:*** We anticipate completing the handbook revisions and procedural updates by Q4 2025. Interim guidance will be issued to staff as necessary while updates are finalized.

***Responsible Parties:*** The Human Resources Department, in coordination with the Finance Division and Executive Leadership, will lead these efforts.

## **H-GAC's Procurement**

***Observation:*** During our testing of procurement contracts, we noted one vendor contract that required timely review of contract for renewal and reconciliation of transactions. The activities we noted after the contract period were related to outstanding invoices based on contract closeout. Expired vendor contracts can potentially lead to significant financial and legal risks for the Council.

***Recommendation:*** We recommend the Council review expenditures after the contract period to ensure that the vendor does not receive payment after the contract period. The Council should have a formal process to monitor contract expiration dates in order to procure goods and services in a timely manner. The reconciliation of invoices with the vendors should be done on a monthly or quarterly basis.

In addition, the review of contracts and the procurement method should be independent from the subrecipients' contracts. Training should be provided to employees to clarify the difference between vendor and subrecipient contracts.

The contracts workflow approval should be done in an orderly manner with an audit trail.

### ***Management's Response:***

***Management agrees with the audit observation and appreciates the recommendations provided.*** We recognize the importance of actively monitoring contract expiration dates and ensuring that no payments are made to vendors beyond the valid contract period. We also acknowledge the need to strengthen internal controls around procurement processes, contract classifications, and approval workflows.

### ***Corrective Action Plan:***

1. ***Invoice Reconciliation Process:*** A formal monthly reconciliation process will be established to ensure all invoices align with contract terms and are reviewed prior to payment. This will support timely reviews, renewals, or terminations and help prevent post-expiration transactions.

### **H-GAC's Procurement (continued)**

#### ***Corrective Action Plan (continued)***

2. **Contract Monitoring System:** *The contract monitoring process will also be strengthened to ensure any contract changes, renewals, expirations, are notified in a timely manner. For contract purchase orders, the accounting team, with the assistance of the program departments, has already implemented a new process to assist with the management and application of contract payments and improved monitoring.*
3. **Training on Contract Classifications:** *Program staff will be given additional training to ensure they understand the differences between vendor and subrecipient contracts. They also will be reminded of the reference chart created by the procurement and contracts team to determine the appropriate contract type.*
4. **Independent Review of Procurement Methods:** *We will ensure that the review and approval of procurement methods are conducted independently from subrecipient contract management, with documentation retained for audit purposes.*
5. **Workflow and Audit Trail Improvements:** *The contract approval workflow will be updated to ensure all steps are documented and completed in a consistent manner to provide an audit trail. The Agiloft contract approval workflow is currently being utilized and its approval workflow will transfer to the new Gatekeeper contract management system. The new contract purchase order process will have an approval workflow that follows standard Microix threshold approvals as established by accounting with documented audit trail.*

**Expected Completion Date:** Q3, 2025.

**Responsible Parties:** *Procurement Director, in coordination with Controller.*

### **H-GAC's Accounts Receivable and Deferred Revenue**

**Observation:** During our testing of accounts receivable and unearned revenue accounts, we noted outstanding balances over 90 days in the amount of approximately \$64,000. Inaccurate recording of accounts receivable and unearned revenue accounts can lead to misstatements in the financial statements.

**Recommendation:** We recommend the Council review its accounts receivable and unearned revenue accounts on a monthly or quarterly basis to analyze transactions over 90 days past due and record the appropriate journal entries.

#### **Management's Response:**

*Management acknowledges the finding and appreciates the auditor's observation regarding the outstanding balances over 90 days in the accounts receivable and unearned revenue accounts. We recognize the importance of timely reconciliation and review of these accounts to ensure the integrity of the financial statements.*

#### **Corrective Actions Planned or Taken:**

- *In response to this recommendation, a more structured review process for accounts receivable and deferred revenue balances will be implemented.*
- *The accounting staff will begin conducting a detailed review of these accounts on a monthly basis, focusing specifically on outstanding balances greater than 90 days.*
- *Appropriate follow-up actions will be taken, including contacting responsible program staff, resolving discrepancies, and posting necessary journal entries to ensure timely and accurate recording.*
- *Reconciliations and related journal entries will have support and proper documentation.*

**Expected Completion Date:** Q3, 2025.

**Person Responsible:** *Controller.*

We will review the status of these observations during our next audit engagement. Our observations and recommendations which have been discussed with appropriate members of management, are intended to improve the internal control or result in other operating efficiencies. We will be pleased to discuss these comments in further detail at your convenience, perform any additional study of these matters or assist you in implementing the recommendations.

The Council's written response to the observations noted in our audit have not been subjected to the audit procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

This communication is intended solely for the information and use of the Board of Directors, management, and others within the Council, and is not intended to be and should not be used by anyone other than these specified parties.

Respectfully,

A handwritten signature in black ink that reads "Whitley Penn LLP". The signature is written in a cursive, flowing style.

Houston, Texas  
May 8, 2025

## **2024 RETIREMENT PLAN FOR EMPLOYEES OF H-GAC**

### **Background**

N/A

### **Current Situation**

N/A

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

Consideration of Audit Committee recommendations and approval of the 2024 Retirement Plan for the Employees of Houston-Galveston Area Council. (Staff Contact: Christina Ordonez-Campos)

## **CRIMINAL JUSTICE FUNDS FISCAL YEAR 2026**

### **Background**

The General Victim Assistance Grant Program is part of the State of Texas' broader Criminal Justice Funding Program, which supports projects that address needs of crime victims and help prevent or reduce crime by enhancing criminal justice efforts in the region. H-GAC staff support this grant program in our region by providing community planning support, managing the annual Request for Applications grant process, providing extensive technical assistance for applicants, and facilitating the Criminal Justice Advisory Committee.

Applications for each funding source are scored and ranked by the Criminal Justice Advisory Committee who are appointed by the H-GAC Board. This committee advises on criminal justice issues and recommends funding priorities for grants in the region to the H-GAC Board. The Criminal Justice Advisory Committee met on April 11, 2025 to discuss applications to the General Victim Assistance Grant Program and the other funding programs. The Committee ranked the eligible applications after robust discussion. On April 15, 2025, the H-GAC Board of Directors approved the submission of the priority lists to the Office of the Governor, with the recommendation that all eligible projects be funded. The results of the process are reflected in the priority rankings attachment.

### **Current Situation**

Prior to the submittal of the priority lists, staff discovered a data entry error on the General Victim Assistance Grant funding program list reviewed by Board. Two of the projects on that list's summary table did not reflect their accurate scoring results, which slightly alter the rankings presented previously. A corrected version of the priority list for this funding program is included with this item. Upon consideration and approval of the revised list and adoption of a new resolution, H-GAC will submit to the Office of the Governor for their consideration. Final awards made by the state may deviate from the H-GAC recommendations in order to achieve statewide priorities. H-GAC has identified and will implement improvements to the data transfer and human review processes to ensure against future errors.

### **Funding Source**

State; Office of the Governor, Criminal Justice Division

### **Budgeted**

Yes

### **Action Requested**

Request approval of the revised General Victim Assistance Grant Program priority list for Fiscal Year 2026 and authorize a resolution to submit the priority list to the Office of Governor, Criminal Justice Division. (Staff Contact: Justin Bower)

**ATTACHMENTS:**

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▯ VOCA Priority List

Cover Memo

Agenda	Grant Number	Agency Name	Project Title	Score	FY26 Requested Amount	Recommended Amount
1	5365401	Fort Bend County - Social Services	The IRIS Women's Program	101.00	\$75,000.00	\$75,000.00
2	4991502	Foster Care Advocacy Center	Advocacy and Emotional Support for Victims of Crime Involved In Child Welfare Legal Proceedings	100.00	\$164,574.77	\$164,574.77
3	3103708	YMCA International Services	Professional Counseling for Victims of Human Trafficking	99.50	\$121,624.85	\$121,624.85
4	2550012	Galveston County - Victim Assistance	Victims Assistance Coordinator and Outreach Project	99.00	\$133,891.85	\$133,891.85
5	3332009	Harris County - PCT 5 Constable	Crime Victim's Assistance Unit	99.00	\$146,708.18	\$146,708.18
6	3342308	Sojourn Landing	HT-The Landing Expansion	99.00	\$272,078.18	\$272,078.18
7	4015606	SAAFE House	Family Violence and Sexual Assault Advocacy and Crisis Services	99.00	\$194,384.72	\$194,384.72
8	4055106	Aid to Victims of Domestic Abuse	The Legal Advocacy Victim Services Expansion Project	99.00	\$566,197.62	\$566,197.62
9	4956002	Fort Bend County - Sheriffs Office	Victim Assistance, General Direct Service	99.00	\$69,618.19	\$69,618.19
10	1364524	Fort Bend County - District Attorney	Victim Witness Staff Expansion	98.75	\$150,000.00	\$150,000.00
11	2589413	Center for the Missing	Missing Person Victim Assistance and Bilingual Services Project	98.75	\$56,084.65	\$56,084.65
12	1364823	Fort Bend County - Judicial District	Victim Services Program	98.50	\$73,357.44	\$73,357.44
13	2872008	Montgomery County - District Attorney	Child Victim Coordinator Project	98.50	\$95,723.74	\$95,723.74
14	4198005	The Parris Foundation	TPF VOCA Project	98.50	\$138,976.32	\$138,976.32
15	4831203	Angleton, City of	Crime Victim Assistance Program	98.50	\$57,175.91	\$57,175.91
16	1371523	Northwest Assistance Ministries	Family Violence Center	98.25	\$475,662.00	\$475,662.00
17	1406224	Friendswood, City of	Crime Victim Assistance Program	98.25	\$76,908.00	\$76,908.00
18	3967606	UT Health at Houston	Serving Elder Abuse Survivors via Elder to Elder Support + Home-Based TeleHealth	98.25	\$266,171.00	\$266,171.00
19	2803110	Boat People SOS-Houston	Victim Assistance	98.00	\$124,000.00	\$124,000.00
20	2855509	Harris Co. Domestic Violence Coordinating Council	Harris County DV High Risk Team	98.00	\$415,049.00	\$415,049.00
21	2876609	Liberty County - District Attorney	Victim Assistance Coordinator	98.00	\$126,384.91	\$126,384.91
22	3386608	Houston-Galveston Area Council	HGAC Elder and Vulnerable Adult Justice Program	98.00	\$499,376.00	\$499,376.00
23	1370324	Montgomery County Women's Center	Supportive Services for Victims/Survivors of Family and Sexual Violence	97.75	\$560,500.00	\$560,500.00

24	2026315	Missouri City, City of	Crime Victim Liaison	97.75	\$68,124.10	\$68,124.10
25	3103408	Harris County - Sheriff's Office	Domestic Violence & Human Trafficking Advocacy	97.75	\$353,389.00	\$353,389.00
26	3572107	Fresh Spirit Wellness for Women Inc	Counseling Services	97.75	\$587,817.00	\$587,817.00
27	3576708	Harris County -Domestic Relations Office	Family Victimization Services For Children Referred to Supervised Possession	97.75	\$370,500.00	\$370,500.00
28	4941502	Santa Maria Hostel Inc	STARS (Survivors of Trafficking Achieve Recovery and Stability)	97.75	\$150,000.00	\$150,000.00
29	1522022	3 A Bereavement Foundation	Bereaved Family Assistance Program	97.50	\$50,009.00	\$50,009.00
30	2909909	Montgomery County Youth Services	YES to YOUTH General Victim Services	97.50	\$297,361.00	\$297,361.00
31	3872607	Walker County - District Attorney	Victim Assistance Coordinator	97.50	\$62,883.20	\$62,883.20
32	2449913	YMCA of Greater Houston	Direct Assistance to Victims of Crime	97.25	\$242,702.97	\$242,702.97
33	2463212	Huntsville, City of	Victim's Service Coordinator	97.25	\$88,411.20	\$88,411.20
34	3303708	Stafford, City of	Crime Victims Liaison	97.25	\$73,092.78	\$73,092.78
35	4035406	OnPurpose Enrichment Inc	OnPurpose Driven: Victim Resiliency and Recovery Services	97.25	\$430,299.36	\$430,299.36
36	4451204	Bellaire, City of	Crime Victim Specialist	97.25	\$96,072.91	\$96,072.91
37	1890916	Dickinson, City of	Crime Victim Assistance Program	97.00	\$64,603.60	\$64,603.60
38	4411504	Harris County - PCT 2 Constable	General Victim Assistance Grant Program	97.00	\$90,000.00	\$90,000.00
39	1693420	The Montrose Center	Victim/Survivor Services	96.75	\$256,087.00	\$256,087.00
40	2875510	Tejano Center for Community Concerns	Victims of Crime Outreach and Support Program	96.75	\$493,219.29	\$493,219.29
41	3960706	Harris County - Community Supervision and Corrections Department	Victim Assistance Program	96.75	\$70,121.10	\$70,121.10
42	4433804	Advocates for Immigrant Survivors	Case Management for Immigrant Survivors of Crime Project	96.75	\$105,980.00	\$105,980.00
43	4237505	Sarah's House	Victim Intervention Services	96.50	\$364,938.04	\$364,938.04
44	4521704	Crime Stoppers of Houston	Crime Stoppers of Houston Victim Services and Advocacy Program	96.50	\$138,124.74	\$138,124.74
45	4993302	The Sanctuary Foster Care Services	Therapy and Crisis Services Project (TCSP)	96.50	\$165,000.00	\$165,000.00
46	2506912	League City, City of	Crime Victim Assistance Program	96.25	\$235,047.75	\$235,047.75
47	5449301	Young Mothers Don't Quit Inc	Teen Parent Violence Resilience Program	96.25	\$147,807.00	\$147,807.00



48	1697819	Focusing Families	Victim Services Counseling/Emergency Shelter/Legal Advocacy Project	96.00	\$449,313.00	\$449,313.00
49	3621607	Communities In Schools of Houston	School Based Integrated Student Support for Juvenile Victims in Houston ISD	96.00	\$484,000.00	\$484,000.00
50	3747407	Crisis Intervention of Houston Inc	Crisis Hotline: Providing Crisis Counseling Services to Victims of Crimes	96.00	\$165,000.00	\$165,000.00
51	3808507	Brazoria County - CSCD	Victim Services Program	96.00	\$15,000.00	\$15,000.00
52	4045006	Pasadena, City of	PD Crime Victim Assistance Program	96.00	\$85,857.19	\$85,857.19
53	4276605	FamilyTime Crisis and Counseling Center	FamilyTime's Survivor Empowerment Program	96.00	\$550,685.79	\$550,685.79
54	3328308	Fort Bend County Women's Center	Enhancing Victim Services	95.75	\$1,202,656.00	\$1,000,000.00
55	1378824	Resource and Crisis Center of Galveston County Inc	Victim Assistance Grant	95.50	\$1,174,482.49	\$1,000,000.00
56	2877908	Harris County - District Attorney	HCDAO Victim Assistance Project	95.50	\$3,804,500.00	\$1,900,000.00
57	2896408	Matagorda County Women's Crisis Center Inc	Victim Services	95.50	\$664,532.84	\$664,532.84
58	3380507	REDIMIR dba Redeemed Ministries	Trauma-Informed Care for Domestic Adult Sex Trafficking Survivors	95.50	\$379,940.00	\$379,940.00
59	3521207	Houston Area Women's Center	Project Empower: Comprehensive Services for Survivors	95.50	\$1,349,599.05	\$1,000,000.00
60	1817318	Women's Center of Brazoria County Inc	Direct Services for Domestic Violence Survivors Grant	95.25	\$229,000.00	\$229,000.00
61	5142702	The Platform Youth Inc	The Platform Youth's Project BRAVE Houston	95.25	\$408,623.40	\$408,623.40
62	2353814	Tahirih Justice Center	Holistic Direct Services and Systems Advocacy to Protect Immigrant Survivors	95.00	\$200,000.00	\$200,000.00
63	3327908	Houston, City of	Direct Services for Human Trafficking Victims	95.00	\$156,979.80	\$156,979.80
64	3368708	Communities In Schools of Southeast Harris County	Victim Crisis Intervention Project	95.00	\$671,054.83	\$671,054.83
65	3784807	Galveston County Community Action Council	Crime Victims Services (CVS)	95.00	\$175,767.00	\$175,767.00
66	4254705	Waller County - District Attorney	Victims' Assistant	95.00	\$50,854.00	\$50,854.00
67	1353024	Bay Area Turning Point Inc	Victim Assistance Services	94.50	\$927,062.83	\$927,062.83
68	3818506	Samaritan Women at the Well	GRACE Housing and Supportive Services	94.50	\$601,746.48	\$601,746.48
69	1367825	Innovative Alternatives Inc	Victim Assistance Program	94.25	\$625,000.00	\$625,000.00
70	3341109	Wallis, City of	Victims Services Advocate	94.25	\$62,865.00	\$62,865.00
71	4066206	Family Ties, Family Resource Services	Community Based Residential and Drop in Center for Commercial Sexual Exploitation of Youth	94.25	\$250,000.00	\$250,000.00

72	5150502	Wharton, City of	Victim Assistance Officer	94.00	\$75,795.00	\$75,795.00
73	2580312	Family Service Center of Galveston County	Victim Support Services Program	93.75	\$467,373.00	\$467,373.00
74	1755819	The Bridge Over Troubled Waters	Crisis Intervention Services	93.50	\$1,716,654.36	\$1,000,000.00
75	3702407	Santa Fe, City of	Santa Fe Resiliency Center (SFRC)	93.50	\$470,178.29	\$470,178.29
76	3794107	Fort Bend ISD	FBISD Campus Victim Assistance Program for K-12	93.25	\$275,430.20	\$275,430.20
77	5359201	Emerging Grace Ministries Inc	Grace House 1 - Team 1	93.25	\$144,500.00	\$144,500.00
78	1353523	Brazoria County - District Attorney	Crime Victim Assistance Program	93.00	\$332,622.57	\$332,622.57
79	2469713	Resolve It	Evidence-Based Interventions for Child Victims	93.00	\$332,872.00	\$332,872.00
80	4435504	Houston, City of	FY26 General Victim Assistance Grant Program	93.00	\$216,884.33	\$216,884.33
81	4789103	Rescue Us Inc	Hope for Human Trafficking Victim Services	93.00	\$244,137.00	\$244,137.00
82	2371914	Family Ties, Family Resource Services	Just for Kids Victim Services	92.75	\$300,000.00	\$300,000.00
83	4763403	Her Well Center Inc	Sexual Assault Services	92.75	\$462,635.04	\$462,635.04
84	5467501	Honor Humanity	SEEDS for Victims of Violence (SEEDS-V2) Program	92.75	\$147,510.00	\$147,510.00
85	2566211	Rosenberg, City of	Crime Victim Advocate	92.25	\$88,460.57	\$88,460.57
86	4098206	Justice for Children	Child Abuse Victims Advocacy	92.00	\$115,860.34	\$115,860.34
87	3621307	Shifa Healthcare and Community Services USA	ShifaUSA Shelter Program	91.50	\$235,040.00	\$235,040.00
88	4514404	Gulf Coast Center	GCC Crime Victims Counseling	91.50	\$258,732.50	\$258,732.50
89	3824207	Family Life and Community Resource Center	Finding Your GRIT	91.25	\$317,401.02	\$317,401.02
90	5402101	Counseling Creations Charities	Victims Mental Health Services	91.00	\$150,000.00	\$150,000.00
91	4446004	United Against Human Trafficking	Youth Prevention and Outreach to Support Survivors of Human Trafficking	90.75	\$150,785.45	\$150,785.45
92	3971406	An Nisa Hope Center	An-Nisa: Services to Victims of Domestic Violence	89.50	\$169,251.72	\$169,251.72
93	4862703	Matagorda County - District Attorney	Victim's Assistance Coordinator	89.25	\$41,454.94	\$41,454.94
94	3102808	Daya	Empowering South Asian Survivors of Domestic Violence	88.25	\$325,881.50	\$325,881.50
95	5340701	Harris County - PCT 7 Constable	Victim Assistance Program Coordinator	88.00	\$149,328.93	\$149,328.93

96	4474704	Conroe, City of	Crime Victim Coordinator Position	87.00	\$169,648.00	\$169,648.00
97	4936302	Wharton ISD	Crime Victims	85.75	\$48,200.00	\$48,200.00
98	4954402	Families to Freedom Inc	Transportation for Gulf Coast Victims of Abuse	83.00	\$305,676.00	\$305,676.00
99	2362313	Pearland, City of	Crime Victim Assistance Project	ineligible, no workshop	\$135,580.00	\$0.00
				<b>Total Request</b>	<b>\$32,393,450.83</b>	<b>\$28,909,978.93</b>
<b>Reasonable Budget Expectation (RBE)</b>					<b>\$28,546,295.04</b>	<b>\$28,546,295.04</b>
				<b>Variance</b>	<b>-\$3,847,155.79</b>	<b>-\$363,683.89</b>

## **MAY 2025 ADVISORY COMMITTEE AND AFFILIATE GROUP APPOINTMENTS**

### **Background**

H-GAC advisory committees are appointed by H-GAC's Board as a whole, based upon nominations from individual Board members and other groups.

### **Current Situation**

N/A

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

Request approval of appointments to H-GAC advisory committees. (Staff Contact: William Matthews)

### **ATTACHMENTS:**

▢ Advisory Committee Recommendations      Cover Memo

## 2025 ADVISORY COMMITTEE AND AFFILIATE GROUP APPOINTMENTS

### **CRIMINAL JUSTICE ADVISORY COMMITTEE**

The Criminal Justice Advisory Committee advises the Houston-Galveston Area Council Board on law enforcement and criminal justice issues, recommending funding priorities for criminal justice grants and other regional criminal justice issues.

Nominations received for terms expiring in May 2027:

<b>Name</b>	<b>Representing</b>	<b>Nominated by</b>
Kelli Wright Nelson (alternate)	Wharton County	Judge Spenrath
Nate Shelton (primary) Brian Hawthorne (alternate)	Chambers County	Commissioner Hammond
Kyle Andrews	Austin County	Judge Lapham
Aaron Bell (primary) Buck Stevens (alternate)	Brazoria County	Commissioner Adams
Chris Buck (primary) Ken Foulch (alternate)	Walker County	Commissioner Decker

### **REGIONAL AIR QUALITY PLANNING ADVISORY COMMITTEE**

The Regional Air Quality Planning Advisory Committee is appointed by the H-GAC Board of Directors to assist and advise H-GAC, regional and local governments, transportation organizations and other agencies on air quality issues.

Nominations received for terms expiring in May 2027:

<b>Name</b>	<b>Representing</b>	<b>Nominated by</b>
Nguyen Ly	Local Government	Council Member Sallie Alcorn
Qing Li	Local Government	TxDOT
Glen Austin	Greater Houston Partnership	Greater Houston Partnership
Loren Hopkins	Local Government	Houston Health Department

**AGING AND DISABILITY ADVISORY COMMITTEE**

The Aging and Disability Advisory Committee advises the H-GAC Board of Directors on needs, services, and programs for older citizens in 12-H-GAC counties (all but Harris).

Nominations received for terms expiring in May 2027:

<b>Name</b>	<b>Representing</b>	<b>Nominated by</b>
Penny McMillen	Liberty County	Judge Knight

**REGIONAL HOMELAND SECURITY COORDINATING COUNCIL**

The Regional Homeland Security Coordinating Council assists and advises elected officials in their decision-making responsibilities on matters related to regional homeland security related issues.

Nominations received for terms expiring in May 2027:

<b>Name</b>	<b>Representing</b>	<b>Nominated by</b>
Roy Mercer	Austin County	Judge Lapham
Antwyne Johnson	Liberty County	Judge Knight

**REGIONAL FLOOD MANAGEMENT COMMITTEE**

The Regional Flood Management Committee's (formerly Regional Flood Management Council) purpose is to assist and advise elected officials in their decision-making responsibilities by making recommendations on issues related to all aspects of flood management in the Gulf Coast Planning Region.

Nominations received for terms expiring in May 2027:

<b>Name</b>	<b>Representing</b>	<b>Nominated by</b>
Robert Wilson	City of Sugar Land	Mayor Zimmerman
Joe Ripple	Brazoria County	Commissioner Adams
Sarah Benavides	City of Pasadena	Council Member Dow

**SOLID WASTE MANAGEMENT COMMITTEE**

The Solid Waste Management Committee is appointed by the Board of Directors of the Houston-Galveston Area Council to assist and advise elected officials in their decision-making responsibilities by making recommendations on issues related to solid waste management in the Gulf Coast Planning Region.

Nominations received for terms expiring in May 2027:

<b>Name</b>	<b>Representing</b>	<b>Nominated by</b>
Alex Griffin	Brazoria County	Commissioner Adams
Brian Moudy	Matagorda County	Judge Seiferman

**Gulf Coast Economic Development District**

The Gulf Coast Economic Development District assists and advises elected officials by making recommendations on issues related to economic development. The Gulf Coast Economic Development District provides oversight to H-GAC's economic development planning programs in the Gulf Coast planning region.

Nominations received for terms expiring in May 2028:

<b>Name</b>	<b>Representing</b>	<b>Nominated by</b>
Courtland Holman	Wharton County	Judge Spenrath

## **H-GAC 2025 BOARD CHAIR'S COMMITTEE APPOINTMENTS**

### **Background**

Each year, the H-GAC Board chair makes recommendations for committee appointments to H-GAC Committees. In accordance with H-GAC bylaws, the Chair may also create, modify, or dissolve committees with confirmation by the Board of Directors.

### **Current Situation**

This month we are presenting the roster and charges for Broadband, Healthcare, Housing, and Planning committees. Modifications can also be requested when this item is considered at the Board meeting. All committee terms are for one year.

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

Request approval of the Chair's committee appointments. (Contact: Judge Jay Knight, Chair)

### **ATTACHMENTS:**

▢ Committee Appointments

Cover Memo



<b>Audit</b> 1. Chuck Engelken 2. Jeffrey Boney ( <i>Chair</i> ) 3. Martin Vela 4. Sally Branson 5. Stewart Jacobson	<b>Connectivity</b> 1. Bobby Seiferman 2. Brandon Decker 3. Laura Alvarado 4. Martin Vela 5. Russell Humphrey 6. Tim Lapham 7. Trey Duhon	<b>Election</b> 1. Chuck Engelken 2. Lesley Briones 3. Phillip Spenrath 4. Sallie Alcorn ( <i>Chair</i> ) 5. Sally Branson 6. Stacy Adams 7. Trey Duhon
<b>Finance and Budget</b> 1. Brandon Decker 2. Adrian Garcia 3. Chuck Engelken 4. Jay Knight 5. Jeffrey Boney 6. Joe Garcia ( <i>Vice Chair</i> ) 7. Johnnie Simpson Jr. 8. KP George 9. Mark Keough 10. Martin Vela 11. Nancy Arnold 12. Rissie Owens 13. Russell Humphrey 14. Sallie Alcorn 15. Sally Branson 16. Stewart Jacobson 17. Trey Duhon 18. Ty Prause ( <i>Chair</i> )	<b>Healthcare</b> 1. Adrian Garcia 2. Craig Brown 3. Gerald Roznovsky 4. Joe (Joseph) Giusti 5. KP George 6. Laura Alvarado 7. Rissie Ownes	<b>Housing</b> 1. Bobby Seiferman 2. Brandon Decker 3. Dolan Dow 4. Jay Knight 5. Kevin Cole 6. Nancy Arnold 7. Russell Humphrey
<b>Legislative</b> 1. Bobby Seiferman 2. Dolan Dow 3. Jay Knight 4. Kevin Cole ( <i>Vice Chair</i> ) 5. KP George 6. Lesley Briones 7. Mark Keough 8. Nancy Arnold 9. Rissie Owens ( <i>Chair</i> ) 10. Ross Gordon 11. Sally Branson 12. Stacy Adams 13. Stewart Jacobson 14. Tim Lapham 15. Trey Duhon 15. William Benton	<b>Planning</b> 1. Adrian Garcia 2. Bobby Seiferman 3. Jami Clark 4. Kevin Cole 5. KP George 6. Laura Alvarado 7. Nancy Arnold 8. Rissie Owens 9. Ross Gordon	<b>Regional Broadband</b> 1. Bobby Seiferman 2. Brandon Decker 3. Laura Alvarado ( <i>Vice Chair</i> ) 4. Martin Vela 5. Russell Humphrey 6. Tim Lapham ( <i>Chair</i> ) 7. Trey Duhon

<b>Rural Transportation</b> <ol style="list-style-type: none"><li>1. Brandon Decker</li><li>2. Phillip Spenrath (Chair)</li><li>3. Jay Knight</li><li>4. Russell Humphrey</li><li>5. Tim Lapham</li><li>6. Trey Duhon</li><li>7. Ty Prause</li></ol>	<b>Water Resources</b> <ol style="list-style-type: none"><li>1. Amy Peck (Chair)</li><li>2. Dolan Dow</li><li>3. Gerald Roznovsky</li><li>4. Jay Knight</li><li>5. Jeffrey Boney</li><li>6. Joe Garcia</li><li>7. Johnnie Simpson Jr.</li><li>8. Kevin Cole</li><li>9. KP George</li><li>10. Phillip Spenrath (Vice Chair)</li><li>11. Ross Gordon</li><li>12. Sallie Alcorn</li><li>13. Stewart Jacobson</li><li>14. Tim Lapham</li></ol>	
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## LEGISLATIVE COMMITTEE UPDATE

### **Background**

N/A

### **Current Situation**

N/A

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

Update on important current and upcoming legislative activities. No action requested. (Contact: Rissie Owens)

## **H-GAC SPOTLIGHT - SUMMER YOUTH PROGRAM**

### **Background**

N/A

### **Current Situation**

N/A

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

For information only. No action requested. (Staff Contact: LaToya Casimere)

## **OUTREACH AND GOVERNMENT AFFAIRS REPORT**

### **Background**

N/A

### **Current Situation**

N/A

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

Update on important current and upcoming public affairs activities. No action requested. (Staff Contact: Rick Guerrero)

## **EXECUTIVE DIRECTOR'S REPORT**

### **Background**

N/A

### **Current Situation**

N/A

### **Funding Source**

N/A

### **Budgeted**

N/A

### **Action Requested**

Report on current and upcoming H-GAC activities. (Staff Contact: Chuck Wemple)