

**MINUTES
BOARD OF DIRECTORS
JANUARY 23, 2008**

MEMBERS PRESENT

Judge James Barden, Chairman
Louis Rowe, Vice Chairman
Commissioner Tommy Adkisson
David Chardavoyne
Commissioner Paul Elizondo
Judge Richard Evans
Judge Carlos Garcia
Councilwoman Delicia Herrera
Judge Alger Kendall
Michael Korus
Mayor Jack Leonhardt
Mayor Steve Lopez
Commissioner Jay Millikin
Molly Pruitt
Judge Marvin Quinney
Linda Rivas
Mayor Don Tymrak
Mayor Gene Smith
Judge Mark Stroehrer
Senator Leticia Van de Putte
Commissioner Bill Williams
Judge Mike Wiggins

MEMBERS ABSENT

Judge Diana Bautista
Mayor Gerald Dubinski
Councilwoman Lourdes Galvan
Commissioner Cesareo Guadarrama
Mayor Joe Medinger

STAFF PRESENT

Gloria Arriaga
Dean Danos
Blanca Tapia
Joe Ramos
Melissa Pulido

ALTERNATES PRESENT

Marisol Robles for Mayor Phil Hardberger
Wil Trujillo for Commissioner Lyle Larson
Commissioner Ann Reissig for Judge Gaylan Schroeder
Gilbert Loreda for Senator Leticia Van de Putte

Judge James Barden called the meeting to order at 1:00 p.m.

Roll call was taken and a quorum established.

The Pledge of Allegiance and Texas Pledge Allegiance was recited.

There were no citizens to be heard.

Next, Ms. Arriaga presented her Executive Director's Report and gave the board members an update on the Ryan White program.

The next item was to consider the following items on the Consent Agenda.

Items on the consent agenda are considered being of a routine nature and may require only limited discussion. The items listed on consent agenda, other than A, S and T has been reviewed by the Management Committee and

they recommend approval. Any member of the Board may request that items be removed from the Consent Agenda and considered separately for purpose of discussion and voting.

A. Consider and act upon approval of the December 5, 2007 Minutes.

B. Consider and act upon approval of the following status reports:

1. Grants
2. Recoveries
3. Balance Sheet
4. Income Statement
5. Board Expenditures
6. Texpool Quarterly
7. Mileage Increase
8. Alamo Area Agency on Aging

The Committee recommends acceptance of the above status reports.

C. Consider and act upon approval of the following:

1. Revisions to the Public Funds Investment Policy
2. Closing the AACOG Safety Deposit Box at the San Antonio Credit Union and opening Safe Deposit Box at JP Morgan Chase Bank
3. Implementing the "End of Day Investment Sweep" of all accounts with JP Morgan Chase Bank.
4. Submit AACOG's Cost Allocation Plan for period covering January 1, 2008 through December 31, 2008.

The Committee recommends approval of the revision to the Public Funds Investment Policy, the closing of the AACOG Safety Deposit Box and the San Antonio Credit Union and opening Deposit Box at JP Morgan Chase Bank, implementing the sweep of accounts with JP Morgan Chase Bank and to submit AACOG's Cost Allocation Plan to the Texas Department of Aging and Disability Services (DADS).

D. Consider and act approval of the following:

1. Dental Insurance
2. Vision
3. Disability (short and long term)
4. Life Insurance

The Committee recommends for AACOG to contract with Safeguard for dental insurance and AACOG to contribute \$18.40 for employee coverage. The Committee recommends for AACOG to contract with Safeguard for vision and AACOG to contribute \$4.74 for employee coverage. The Committee recommends approval for AACOG to contract with Fort Dearborn Life for Disability (short and long term) and Life Insurance at \$.14 for Life, \$.02 for Accidental Death and Dismemberment, \$.46 for Short Term Disability and \$.27 for Long Term Disability.

E. Consider and act upon renewing associate membership to the Texas Association of Counties in the amount of \$500.00 for one year.

The Committee recommends approval to renew associate membership to the Texas Association of Counties in the amount of \$500.00 for one year.

F. Consider and act upon the following personnel recommendations:

1. Bexar Mental Retardation
 - a. Mental Retardation Services Coordination Specialist – Pay Group 10 - \$32,406.40
2. Rural Transportation
 - a. Transportation Supervisor – Pay Group 13 - \$42,536.00
 - b. Transportation Specialist – Pay Group 13 - \$37,294.40

The Committee recommends approval of the above personnel items.

- G. Consider and act upon approval of FY08 New Vendors for the Alamo Area Agency on Aging.

The Committee recommends of the following FY08 New Vendors for the Alamo Area Agency on Aging:

1. Homemaker – Senior Outreach Services
 2. Personal Assistance – Senior Outreach Services
 3. Respite in Home – Senior Outreach Services
 4. Residential Repair – Coastal Builders Associates, Affordable Wheelchair Ramps
- H. Consider and act upon approval of FY08 Vendor for the Access & Family Caregiver Support Program for the Bexar Area Agency on Aging.

The Committee recommends approval of Coastal Builders Associates and Affordable Wheelchair Ramps for FY08 Vendors for the Access & Family Caregiver Support Program for the Bexar Area Agency on Aging.

- I. Consider and act upon the following as recommended by the Housing Advisory Committee:
1. Authorization to accept an additional \$41,588 in Low Income Home Energy Assistance Program funds from Texas Department of Housing and Community Affairs for weatherization for the current program year of 2007-2008.
 2. Authorization to accept the \$310,000 in renewed funding from City Public Service Energy for weatherization for program year 2008-2009.

The Committee recommends approval of the above recommendations.

- J. Consider and act upon approval of the following from Ryan White / HIV Services:
1. Authorize reallocation of \$55,000, \$9,718, \$21,829, \$5,626, \$21,800 from the HIV core grant service categories: Outpatient Medical, Substance Abuse, Home Health, Mental Health and Nutritional Therapy, to increase the HIV core grant categories: Case Management, Drug Reimbursement, Skilled Nursing, and Hospice in the amounts of \$8,457, \$55,171, \$29,920 and \$20,425 respectively.
 2. Consider and act upon authorizing the Executive Director to release a Request for Proposal for “HIV Early Intervention Services” to the San Antonio Transitional Grant Area (TGA.)

The Committee recommends approval of the above recommendations.

- K. Consider and act upon approval of the Solid Waste Pass-Through Grants as recommended by the Resource Recovery Committee.

The Committee recommends approval of the Solid Waste Pass-Through Grants as recommended by the Resource Recovery Committee.

- L. Consider and act upon authorizing AACOG's Natural Resources department to apply for an Environmental Education grant from the U.S. Environmental Protection Agency in an amount not to exceed \$26,386.

The Committee recommends authorizing AACOG's Natural Resources department to apply for an Environmental Education grant from the U.S. Environmental Protection Agency in an amount not to exceed \$26,386.

- M. Consider and act upon approval of resolution for acceptance of State Planning Assistance Grant in the amount of \$164,006.43.

The Committee recommends approval of the State Planning Assistance Grant in the amount of \$164,006.43.

- N. Consider and act upon authorizing the Executive Director to execute the Department of Aging and Disability Services (DADS) FY 2008 and FY 2009 Performance Contract Amendment in the amount of \$103,809 for the Community Living Options Information Process (CLOIP).

The Committee recommends approval for the Executive Director to execute the Department of Aging and Disability Services (DADS) FY 2008 and FY 2009 Performance Contract Amendment in the amount of \$103,809 for the Community Living Options Information Process (CLOIP).

- O. Consider and act upon authorizing the Executive Director to approve the annual maintenance support and portal access for the Bexar Mental Retardation Authority licenses with CH Mack in the amount not to exceed \$51,100.

The Committee recommends authorizing the Executive Director to approve the annual maintenance support and portal access for the Bexar Mental Retardation Authority licenses with CH Mack in the amount not to exceed \$51,000.

- P. Consider and act upon ratifying the Executive Director's acceptance of Contingent Revenue funds for additional 9-1-1 equipment replacement for FY 2008 - \$164,491 and FY 2009 - \$301,941.

The Committee recommends ratifying the Executive Director's acceptance of Contingent Revenue funds for additional 9-1-1 equipment replacements for FY 2008 - \$164,491 and FY 2009 - \$301,941.

- Q. Consider and act upon approval of the following items as recommended by the Rural Public Transportation Department:

1. Authorize the Executive Director to release the following Request for Proposals:
 - a. Alamo Regional Transit Business Plan services
 - b. Consultant Services for the Alamo Area Regional Coordination Committee
2. Authorize the Executive Director to submit an application to the Texas Department of Transportation New Freedom Grant Proposal in an amount not to exceed \$794,000.
3. Authorize the Executive Director to submit a resolution by Alamo Regional Transit for the New Freedom Grant.

4. Authorize the Executive Director to enter into a contract amendment with the Texas Department of Transportation for additional state funds for FY 2008 in an amount not to exceed \$300,974.

The Committee recommends approval of the recommendations from the Rural Public Transportation Department.

R. Consider and act upon approval of the following AACOG policies:

1. Dress Code
2. Procurement Policies

The Committee recommends approval of the changes to the Dress Code and Procurement Policies.

S. Consider and act upon amendments to the FY 2008-2009 Unified Planning Work Program – TRACS Review.

T. Consider and act upon the following from the Health and Human Services Advisory Staff Committee:

1. Comfort Independent School District, "Teaching American History in Comfort and Pleasanton". Funding: U.S. Department of Education: \$876,285.
2. Education Service Center, Region 20, "Understanding America". Funding: U.S. Department of Education: \$1,530,154.
3. Northwest Vista College, "NVC GEAR UP for Success Partnership Project". Funding: U.S. Department of Education: \$3,840,000.

After consideration, a Motion was made by Commissioner Williams, seconded Mayor Leonhardt approval of the items on the consent agenda. The Motion carried unanimously.

The next item was to consider and act upon the following Committee Reports:

A. Management Committee

1. Consider and act upon approval of health insurance for AACOG Employees.

Ms. Arriaga stated the Management Committee recommends approval to renew with the agency's current carrier, Humana maintaining the current plans. AACOG to contribute \$385.15 towards the employee Coverage First and PPO health coverage and \$419.00 towards the employee PPO 250 and the HMO health coverage. Subsidize dependent coverage at 25% of the cost to a maximum of \$100.00 monthly. After consideration, the Motion carried unanimously.

The next item was to consider and act upon authorizing the Executive Director to enter into a contract for consultant services with former AACOG Executive Director, Al J. Notzon III for external agency management review.

Ms. Arriaga stated that the Management Committee requested this item be sent directly to the Board of Directors for approval. Mr. Notzon provided a brief overview of his consultant services. After consideration, a Motion was made by Commissioner Williams, seconded by Mayor Lopez approval for the Executive Director to enter into a contract for consultant services with former AACOG Executive Director, Al J. Notzon III for external agency management review of Community Council of South Central Texas, Inc. Judge Evans opposed. The Motion carried.

B. Area Judges

Judge Quinney reported on the Area Judges Committee meeting. No action required.

C. Alamo Area Development Corporation

Judge Barden reported on the Alamo Area Development Committee meeting. No action required.

The next item was to consider and act upon approval of the following as recommended by the Economic Development Environmental Review Committee:

- A. The Canyon Lake Community Library District. "Loan for Construction of New Library Facility." Funding: United States Department of Agriculture: \$2,500,000.
- B. Medina Community Hospital. "Medina Community Hospital Operating Room and Imaging Equipment Project." Funding: United States Department of Agriculture: \$727,000.

C. Membership

Joe Ramos stated staff recommends favorable review on items A and B. After consideration, a Motion was made by Commissioner Elizondo, seconded by Mayor Lopez, favorable review. The Motion carried unanimously. Next, Mr. Ramos stated staff recommends approval of new appointments of Emily Thompson, Edwards Aquifer Authority, Linda Donarski, Parks and Recreation Director, Tony Wilenchick, City of Schertz and Vi Malone, Karnes County to the Economic Development and Environmental Review Committee. After consideration, a Motion was made by Judge Kendall, seconded by Commissioner Elizondo, favorable review. The Motion carried unanimously.

The next item was to consider and act upon Frio County representatives to the Alamo Senior Advisory Committee.

Carol Zernial stated staff recommends approval to appoint Judge Carlos Garcia to the Alamo Senior Advisory Committee. After consideration, a Motion was made by Judge Kendall, seconded by Commissioner Elizondo approval to appoint Judge Garcia to the Committee. The Motion carried unanimously.

The next item was to consider and act upon membership appointment to the Regional Emergency Preparedness Advisory Committee.

Judge Quinney announced to the Board that he was stepping down as chairman of REPAC and asked Judge Danny Scheel of Comal County to succeed him as a Regional Emergency Preparedness Advisory Committee chairman and agreed to serve as chairman. This item will be brought back next month for final approval.

The next item was to consider and act upon approval of the following as recommended by the Housing Advisory Committee:

- A. Resolution approving the submission to HUD of the SEMAP (Section 8 Management Assessment Program) Certification for Program Year 2007.

Bill Montez stated the Housing Advisory Committee recommends approval of a resolution approving the submission to HUD of the SEMAP (Section 8 Management Assessment Program) Certification for Program Year 2007. After consideration, a Motion was made by Commissioner Elizondo, seconded by Mayor Lopez approval of the resolution. The Motion carried unanimously.

The next item was to consider and act upon appointments to the Board of Directors Standing

Committees.

Ms. Arriaga stated she would like for the Board members to complete the Standing Committee's form indicating what Committee's they would like to serve on for 2008.

The next item was to consider and act upon approval of the following:

- a. Approving dates for the strategic planning process
- b. Selecting a site for the strategic planning meeting

Ms Arriaga stated the consultant has provided information on the strategic planning process which includes a proposed work plan of an organizational assessment – 2 days, strategic planning retreat – 2 days and report delivery and debriefing to the Board of Directors – 1 day. Also included will be a five-year strategic plan and interviews of Board Members (past and current). Staff is currently compiling the selection of dates from the Board members and securing a site location for the retreat.

The next item was to consider and act upon request from Wilson County to send a letter of support to Economic Development Administration for creating a regional early college and technology center in Floresville, Texas.

Ms. Arriaga stated a request from Wilson County was received to request Board approval to submit a letter of support to the Economic Development Administration for creating a regional early college and technology center in Floresville, Texas. After consideration, a Motion was made by Commissioner Elizondo, seconded by Judge Kendall approval to submit the letter of support. The Motion carried unanimously.

Judge Barden stated the next meeting date will be on Wednesday, February 27, 2008 at 1:00 p.m.

There being no further business to discuss, the meeting was adjourned.