

**MINUTES
BOARD OF DIRECTORS
OCTOBER 31, 2007**

MEMBERS PRESENT

Mayor Jack Leonhardt, Chairman
Judge James Barden, Vice-Chairman
David Chardavoyne
Mayor Gerald Dubinski
Commissioner Paul Elizondo
Judge Carlos Garcia
Michael Korus
Mayor Steve Lopez
Commissioner Jay Millikin
Molly Pruitt
Judge Marvin Quinney
Linda Rivas
Commissioner Lyle Larson
Mayor Don Tymrak
Louis Rowe
Mayor Gene Smith
Senator Leticia Van de Putte
Commissioner Bill Williams
Judge Mike Wiggins

MEMBERS ABSENT

Commissioner Tommy Adkisson
Judge Diana Bautista
Judge Richard Evans
Councilwoman Lourdes Galvan
Commissioner Cesareo Guadarrama
Councilwoman Delicia Herrera
Judge Alger Kendall
Mayor Joe Medinger
Judge Mark Stroehrer

GUESTS PRESENT

Rep. Nathan Macias
Charles Stone, ORCA
Robert Wuest, ORCA
Mayor Marcy Meffert
Seth Mitchell, Bexar County

ALTERNATES PRESENT

Commissioner Ann Reissig for Judge Gaylan Schroeder
Marisol Robles for Mayor Phil Hardberger

STAFF PRESENT

Gloria Arriaga
Dean Danos
Blanca Tapia
Joe Ramos
Rose Jackson
Melissa Pulido

Mayor Jack Leonhardt called the meeting to order at 1:11 p.m.

Roll call was taken and a quorum established.

The Pledge of Allegiance and Texas Pledge of Allegiance was recited.

There were no citizens to be heard.

The next item was the Executive Directors report. Ms. Arriaga recognized the employment anniversaries of Jane Hibdon – 20 years, Steven Smeltzer – 10 years, Kelly Martinez – 5 years, and Mark Mueller – 5 years. Next, Ms. Arriaga introduced Charles Stone of ORCA who make

check presentations to recipients in the AACOG Region for the Community Development Block Grant Program.

Next, the Board of Directors took a group photo under the portico.

The next item was to consider and act upon the following items under 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 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 October 3, 2007 Minutes.

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

1. Grants
2. Recoveries
3. Income Statement
4. Balance Sheet
5. Board Expenditures
6. Texpool
7. Mental Retardation Authority

The Committee recommends approval to accept the above status reports.

C. Consider and act upon authorizing the Executive Director to offset costs with local dollars for Homeland Security legal fees.

The Committee recommends approval to authorize the Executive Director to offset costs with local dollars for Homeland Security legal fees in the amount of \$17,461.95.

D. Consider and act upon approval of AACOG Holiday Schedule for 2008.

The Committee recommends approval of the AACOG Holiday Schedule for 2008 – 11 holidays with 1 designated holiday for a total of 12.

E. Consider and act upon changes to the agency's procurement policies and procedures.

The Committee recommends approval of the agency procurement policies and procedures.

F. Consider and act upon authorization for the Executive Director to submit AACOG's Salary Schedule to the Governor's Office as required by Local Government Code 391.0117.

The Committee recommends approval for the Executive Director to submit AACOG's Salary Schedule to the Governor's Office as required by Local Government Code 391.0117.

G. Consider and act upon approval for the Executive Director to contract for replacement copiers for the agency.

The Committee recommends approval for the Executive Director to contract with Xerox Corporation for two digital copiers to replace two existing copiers.

H. Consider and act upon approval of the following Personnel recommendations:

1. Alamo Area Agency on Aging

- a. Ombudsman Elder Rights Specialist – Pay Group 11, \$33,300.80
 - b. Alamo Aging Care Specialist – Pay Group 10, \$31,678.40
2. Bexar Area Agency on Aging
- a. Mobility Specialist – Pay Group 10, \$31,678.40
3. Bexar Mental Retardation Authority
- a. Mental Retardation Quality/Database Manager – Pay Group 20, \$62,774.40
4. Natural Resources Program
- a. Natural Resources/Transportation Coordinator – Pay Group 15, \$40,476.80
 - b. Natural Resources Outreach Specialist – Pay Group 13, \$36,691.20
 - c. Commute Solutions Assistant – Delete position
5. Rural Public Transportation
- a. Dispatcher – Pay Group 6, \$26,104.00

The Committee recommends approval of the above positions as listed.

- I. Consider and act upon approval of membership dues to The Corporation for Texas Regionalism in the amount of \$5,000.

The Committee recommends approval of membership dues to The Corporation for Texas Regionalism in the amount of \$5,000.

- J. Consider and act upon approval of the following as recommended by the Bexar Senior Advisory Committee:
 - 1. FY 08 Planning Budget
 - 2. FY 08 Vendors

The Committee recommends approval of the FY 08 Planning Budget and approval of two additional vendors, Institutional Respite and Residential Repair.

- K. Consider and act upon approval of the FY 2008-2009 Regional Funding Plan for the Solid Waste Program in the amount of \$1,764,020.

The Committee recommends approval of the FY 2008-2009 Regional Funding Plan for the Solid Waste Program in the amount of \$1,764,020.

- L. Consider and act upon authorizing the Executive Director to approve and execute two new provider contracts for FY 08 beginning November 1, 2007 for the Mental Retardation Authority program.

The Committee recommends approval for the Executive Director to approve and execute two new provider contracts, Community Learning Center of San Antonio, Inc. and Milagro Discovery Home and Community Health Care Services Corp.

- M. Consider and act upon authorizing the Executive Director to enter into a contract with the Texas Department of Transportation for Federal Transit Administration (FTA) Section 5304 Planning funds to assist Alamo Regional Transit (ART) in developing a Business Plan study for Alamo Regional Transit (ART) in the amount of \$50,000.

The Committee recommends approval for the Executive Director to enter into a contract with the Texas Department of Transportation for Federal Transit Administration (FTA) Section 5304 Planning funds to assist Alamo Regional Transit (ART) in developing a Business Plan study for Alamo Regional Transit (ART) in the amount of \$50,000.

- N. Consider and act upon authorizing the Executive Director to purchase three (3) Type II vehicles and one (1) minivan from Texas Bus Sales through the State of Texas' Cooperative Purchasing Program.

The Committee recommends approval for the Executive Director to purchase three Type II vehicles and one minivan from Texas Bus Sales through the State of Texas' Cooperative Purchasing Program.

- O. Consider and act upon approval of the revision to the capital asset policy.

The Committee recommends approval to amend the Accounting Policies and Procedures Depreciation section 2.06 to comply with GASB 34 guidelines for depreciating capital assets.

After consideration, a Motion was made by Commissioner Larson, seconded by Commissioner Millikin 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 the following:

- a. Draft 2008 Budget
- b. Projected Final 2007 Budget

Ms. Arriaga presented the Draft 2008 Budget and the Projected Final 2007 Budget. Judge Barden stated the Committee recommends approval of the draft 2008 budget and the projected final 2007 budget as amended. After consideration, the Motion carried unanimously.

- 2. Consider and act upon approval to contract with Ram's Construction Company for the Weatherization Program.

Judge Barden stated the Committee recommended forwarding this item directly to the board for approval pending further information. After reviewing the additional information the Committee recommends approval. After consideration, the Motion carried unanimously.

The next item was to consider and act upon letter from Judge Nelson Wolff requesting the transfer of the Ryan White Program from AACOG to Bexar County.

Judge Barden stated the Committee recommends approval for the Executive Director to proceed with the transfer of the Ryan White Program from AACOG to Bexar County and that this item be brought back to the Management Committee and Board of Directors for final consideration. Ms. Arriaga indicated that the final close out on the program would be March 31, 2008.

Commissioner Larson and Commissioner Elizondo made comments on how they wanted the program to stay at AACOG. Seth Mitchell of Bexar County addressed the Board Members on Bexar County's request to transfer the program back to the County. After discussion and consideration, the Motion carried unanimously.

- 3. Discussion and appropriate action on proposed additional office space for AACOG.

Judge Barden stated the Committee recommends approval for the Executive Director to submit proposal #3 to R.M. Crowe on additional office space for AACOG. After consideration, the Motion carried unanimously.

B. Area Judges

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

C. Alamo Area Development Corporation

Mayor Dubinski reported on the Alamo Area Development Committee meeting. No action required.

D. Nominating Committee

Consider and act upon recommendation for AACOG 2008 Officers.

Mayor Leonhardt stated the Committee recommends approval for Judge Barden as the Chairman and Louis Rowe as Vice-Chairman for the AACOG 2008 Board of Directors Officers. After consideration, the Motion carried unanimously.

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

- A. Railroad Commission of Texas. "Alkylated Polycyclic Aromatic Hydrocarbons in Tanks." Funding: Environmental Protection Agency – Brownfields Training, Research and Technical Assistance Grants and Cooperative Agreement: \$166,661.
- B. Randolph Air Force Base. "Installation of Water and Sewage Lines to Travel Trailers at Canyon Lake Recreation Center." Type: Draft Environmental Assessment.
- C. Alamo Community College District. "Planning Grant for a Regional Partnership to Grow Biomedical Research and development in the San Antonio region. Funding: National Science Foundation: \$68,450.
- D. American GI Forum National Veterans Outreach Program. "Job Training and Work Therapy Center." Funding: U.S. Department of Commerce- Economic Development Administration: \$1,350,000.

Joe Ramos stated the Committee recommends favorable review on items A, C, and D and consensus to proceed on item B. After consideration, a Motion was made by Commissioner Elizondo, seconded Mr. Rowe approval of the Committee's recommendation. The Motion carried unanimously.

The next item was to consider and act upon approval of membership to the Criminal Justice Advisory Committee.

Marcy Meffert stated the Committee recommends approval of Moses Esquivel, Gilbert Gonzales, Allen Rossett, Neva Schmidt, Edna Cuellar, Edna Ibarra and Jenny Shafer to serve on the Criminal Justice Advisory Committee for a two-year term. After consideration, a Motion was made by Judge Quinney, seconded by Commissioner Elizondo approval of the membership to the Criminal Justice Advisory Committee. The Motion carried unanimously.

The next item was to consider and act upon membership to the Housing Advisory Committee.

Jose Jackson stated the Committee recommends approval to reappoint David Garza, Crystal Jemeyson, Gloria Ray and Matthew Trevino to the Housing Advisory Committee for a three-year term. After consideration, a Motion was made by Judge Garcia, seconded by Mayor Smith approval of the membership to the Housing Advisory Committee. The Motion carried unanimously.

The next item was to consider and act upon approval of the proposed 2008 Board of Directors meeting dates.

Ms. Arriaga stated that a copy of the proposed 2008 Board of directors meeting dates has been provided for the Board members review. This item will be brought back to the next meeting for final approval.

Next, the Committee adjourned at 2:58 p.m. into Executive Session to consult with AACOG's Attorney in Accordance with Section 551.071 of the Texas Government Code, Pending Litigation – Huckabay vs. AACOG.

The Committee reconvened at 3:05 p.m. from Executive Session. No action required.

Mayor Leonhardt stated that the next meeting would be the AACOG Semi-Annual on December 5, 2007, 10:30 a.m., Radisson Market Square, 502 West Durango, San Antonio, TX 78207.

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