

REVISED Agenda
Alamo Area Council of Governments
Management / Audit Committee Meeting
Wednesday, April 20, 2011 – 10:00 a.m.
Al J. Notzon III Board Room
8700 Tesoro Drive, Suite 100
San Antonio, TX 78217-6228

Request All Electronic Devices Be Silenced

1. Meeting called to Order.
2. Roll Call.
3. Citizens to be heard.

This time is for citizens to address the Management / Audit Committee on issues and items of concern. There will be no Management / Audit Committee action at this time.

4. Consent Agenda.

Items on the consent agenda are considered being of a routine nature and may require only limited discussion. Any member of the committee may request that items be removed from the Consent Agenda and considered separately for purpose of discussion and voting.

- A. Consider and act upon approving the March 23, 2011 Minutes.
- B. Consider and act upon the following personnel recommendation:

Bexar Aging

Alamo Service Connection Care Specialists (2)

5. Discussion and review of school district memberships.

MANAGEMENT

6. Discussion and appropriate action on changing the dates of the Management / Audit Committee meetings.

ACCOUNTING

7. Consider and act upon approving the following:
 - A. Grants.
 - B. Recoveries.
 - C. Balance Sheet.
 - D. Income Statement.
 - E. Board Expenditures.
 - F. TexPool.
 - G. 2011 Annual Budget - 1st budget amendment.

8. Consider and act upon approving the 2010 Audit report for the year ending December 31, 2010.

ADMINISTRATIVE SERVICES

9. Consider and act upon authorizing the Executive Director to renew contracts for the agency's standard office supplies with the following vendors:
 - A. American Business Solutions
 - B. Computata Products (CPI)
 - C. Global Government Education Solutions, Inc.
 - D. Office Resource Center
 - E. Quill Corporation
 - F. The Stallion Company
 - G. V-Quest Office Machines & Supplies, Ltd.

GOVERNMENTAL SERVICES

10. Consider and act upon authorizing the Executive Director to submit an application for the Texas Commission on Environmental Quality (TCEQ) Texas Emission Reduction Plan Rebate Grant to replace three (3) diesel vehicles for Alamo Regional Transit (ART).
11. Consider and act upon the following from the Alamo Regional Transit Program:
 - A. Authorizing the Executive Director to enter into contract with *Rush Bus Centers* for the purchasing and installation of Sixty Three (63) On-Board Security Vehicle Cameras.
 - B. Authorize the Executive Director to enter into contract with *State Aire* and *Apex Enterprises Inc.* for the repairs and upgrades at the Kerrville Intermodal Facility as listed in the Request for Proposals (RFP).
 - C. Authorize the Executive Director to amend the Texas Department of Transportation (TxDOT) – Job Access Reverse Commute (JARC) Grant transferring operating funds into capital funds in the amount of \$450,000.00. Funds will be used to purchase six Type III Buses.
 - D. Authorize the Executive Director to utilize the most efficient method of procurement including an Interlocal Agreement or State contract

to purchase six (6) Type III - Buses with the Job Access Reverse Commute (JARC) grant.

12. Consider and act upon the following from the Weatherization Assistance Program:

A. Authorize the Executive Director to accept \$2,315,593.00 in Low Income Energy Assistance Program (LIHEAP) from the Texas Department of Housing and Community Affairs (TDHCA) for the 2011-2012 program years.

B. Discussion and update on AACOG's Weatherization Assistance Program Protocol, Processes and Procedures.

- 1) WAP Process flow chart.
- 2) Program report through March 31, 2011.

HUMAN SERVICES

13. Review and discussion on Department of Aging and Disability Services (DADS) 2nd Quarter Performance Measures and Outcome Targets for Fiscal Year 2011.

14. Executive Session.

In accordance with Chapter 551 of the Texas Government Code, Subchapter D, the Management /Audit Committee may meet in executive session on any item listed below or on this agenda for consultation concerning attorney-client matters (real estate, litigation, contracts, personnel and security); any final action or vote taken will be in public.

Pursuant to 551.074 an Executive Session will be held to discuss the Executive Director's Employee Performance Evaluation.

15. Discussion and appropriate action on Executive Director Performance Evaluation.

16. Consider and act upon items to be placed on the Board of Directors Agenda from the Management / Audit Committee.

17. Discussion of items to be placed on the agenda for the next Management / Audit Committee meeting.

18. Next Meeting Date: Wednesday, May 18, 2011, 10:00 a.m.

19. Adjournment.

NOTE: *The AACOG Board of Directors reserves the right to retire into executive session concerning any of the items listed on this Agenda whenever it is considered necessary and legally justified under the Open Meetings Act (Chapter 551 of the Texas Government Code).*

This meeting is wheelchair accessible. The accessible entrance is located at the front entrance of 8700 Tesoro Drive. Accessible parking spaces are also available. Interpreters for the deaf must be requested forty-eight (48) hours prior to the meeting by calling (210) 362-5200 or by calling Texas Relay at 7-1-1 for assistance.