

Agenda
Alamo Area Council of Governments
Management / Audit Committee Meeting
Wednesday, May 18, 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.

Consider and act upon approving the April 20, 2011 Minutes.

EXECUTIVE

5. Consider and act upon changes to the following policies:
 - A. Personnel Policies
3.032 Workweek and Work Hours
 - B. Procurement Policies
4.013 Bids and Quotes
6. Consider and act upon authorizing a resolution for a 457 Deferred Compensation plan administered through the International City/County Management Association Retirement Corporation to change the plan coordinator from Gloria C. Arriaga to Dean J. Danos.
7. Consider and act upon authorizing a resolution to amend authorized representative for TexPool from Gloria C. Arriaga to Dean J. Danos, Michael W. Quinn; Julie Sakelakos and Susan L. Lodge.

FINANCIAL

8. Consider and act upon approving the following:

- A. Grants.
 - B. Recoveries.
 - C. Balance Sheet.
 - D. Income Statement.
 - E. Board Expenditures.
 - F. 2nd Budget Amendment.
 - G. Notification of 2009 ALA Settlement Results.
 - H. Update on Medicaid Status on Billing. (No Attachment)
 - I. Cost Allocation Plan 2011 rate update. (No Attachment)
9. Consider and act upon the following:
- A. Add as signatories the Interim Executive Director, Dean J. Danos; Deputy Executive Director, Michael W. Quinn; Senior Executive Assistant, Julie Sakelakos; and Senior Director of Community Development, Susan L. Lodge to the following accounts:
 - 1) Bank of America.
 - 2) Broadway Bank.
 - 3) JPMorgan Chase.
 - 4) Texpool
 - 5) Wells Fargo.
 - B. Add as signatory the Public Relations Director, Timothy J. Trevino, to the following JP Morgan Chase account:

AACOG Employee Fund.
 - C. Delete Gloria C. Arriaga the former Executive Director as signatory to the following accounts:
 - 1) Bank of America.
 - 2) Broadway Bank.
 - 3) JPMorgan Chase.
 - 4) Texpool.
 - 5) Wells Fargo.
 - 6) AACOG Employee Fund.
10. Update on state and federal budget issues and implications on agency personnel.
11. Consider and act upon approving the 2010 Draft Audit report for the year ending December 31, 2010.

PROGRAMS

12. Update on the Weatherization Assistance Program (WAP).

13. Consider and act upon authorizing the Interim Executive Director to enter into a contract with the Texas Department of Transportation (TxDOT) for §5311 - Non-Urbanized Area Formula Program – Federal Funds in the amount of \$612,655.00 for Fiscal Year 2012.
14. Consider and act upon the following from the Natural Resources Program:
 - A. Authorize the Interim Executive Director to submit a grant application for Transportation Improvement Program funds from the Texas Department of Transportation (TxDOT) in support of AACOG's Commute Solutions program in an amount not to exceed \$213,600.00 with the requirement of a 20% in-kind match.
 - B. Approve a resolution in support of the FY 2011 Commute Solutions work plan.
15. Consider and act upon the following from the Public Safety department:
 - A. Ratifying the L.R. Kimball contract extension, for an amount of \$10,000.00 due to an immediate requirement to have all investment justifications submitted to the state by May 24, 2011.
 - B. Authorize the Interim Executive Director to further amend the contract with L.R. Kimball for an amount up to \$80,000.00 due to additional requirements of Regional Interoperability Communications Plan (RICP) Phase 3 from the State for developing after-action reports and improvement plans resulting from the regional demonstration exercise to meet National Emergency Communications Plan (NECP) Goal 2 objectives.
16. Consider and Act upon authorizing the Interim Executive Director to release a Request for Application for Community Safety Net Services to the ALA, for services beginning September 1, 2011 and ending August 31, 2013 for an estimated total budget amount of up to \$8 million.
17. Consider and act upon approving Shield Healthcare as an additional vendor for FY 2011, as recommended by the Alamo Senior Advisory Committee.
18. 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.

- A. Deliberate pending/contemplated litigation, settlement offer(s), and matters concerning privileged and unprivileged client information deemed confidential by Rule 1.05 of the Texas Disciplinary Rules of Professional Conduct in accordance with Section 551.071, of the Texas Government Code. (M. Gutierrez, General Counsel)

Weatherization Assistance Program contractor – American G.I. Forum

- B. Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee, in accordance with Section 551.074, of the Texas Government Code.
- 1) Deputy Executive Director;
 - 2) Senior Executive Assistant.

19. Consider and take appropriate action regarding the expired contract of Weatherization Assistance Program contractor American GI Forum.
20. Consider and act upon approving the creation and appointment of the Deputy Executive Director and Senior Executive Assistant positions.
21. Consider and act upon the authorizing the Interim Executive Director to temporarily suspend, as necessary, AACOG Personnel Policies including, but not limited to the following: 3.029 – *Employment Practices*; and 3.056 – *Job Descriptions and Performance Evaluations*; to effectively administer and implement the agency's mission.
22. Consider and act upon items to be placed on the Board of Directors Agenda from the Management / Audit Committee.
23. Discussion of items to be placed on the agenda for the next Management / Audit Committee meeting.
24. Next Meeting Date: Wednesday, June 22, 2011, 10:00 a.m.
25. Adjournment.

NOTE: *The AACOG Management / Audit Committee 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.