

Agenda
Alamo Area Council of Governments
Management / Audit Committee Meeting
Wednesday, June 22, 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 May 18, 2011 Minutes.

EXECUTIVE

5. Appointment of Mr. Jim Adams to AACOG Board of Directors, representing Hospital Districts. The appointment is effective June 13, 2011; temporarily replacing Ms. Linda Rivas.
6. Consider and act upon accepting the 2010 Audit report for the year ending December 31, 2010.
7. Consider and act upon authorizing the Interim Executive Director and Board members to attend the Texas Association of Regional Councils' Annual Conference, September 14 – 16, 2011 in Fort Worth, Texas.
8. Consider and act upon authorizing the Interim Executive Director to enter into an Interlocal Participation Agreement with The Local Government Purchasing Cooperative, an administrative agency of cooperating local governments.
9. Consider and act upon authorizing the Interim Executive Director to contract for the following:

- A. Records Storage through Safesite, Inc. at an estimated annual cost of \$12,132.00 for a period of one (1) year with the option to renew annually for two (2) additional years.
 - B. Shredding Services at an estimated annual cost of \$2,880.00 for a period of one (1) year with the option to renew annually for two (2) additional years.
10. Update on state and federal budget issues.
11. Discussion of Agency organizational structure.

FINANCIAL

12. Consider and act upon approving the following:
- A. Grants.
 - B. Recoveries.
 - C. Balance Sheet.
 - D. Income Statement.
 - E. Board Expenditures.
 - F. Additional 2010 Audit cost.
13. Consider and act upon the following:
- A. Add the Interim Executive Director, Dean J. Danos; and Deputy Director of Human Services, Susan J. Lodge as signatories on the following accounts:
 - 1) Bank of America.
 - 2) Broadway Bank.
 - 3) JPMorgan Chase.
 - 4) Texpool
 - 5) Wells Fargo.
 - B. Add the Public Relations Director, Timothy J. Trevino, as signatory on the following JP Morgan Chase account:

AACOG Employee Fund.
 - C. Remove retired AACOG Executive Director, Gloria C. Arriaga, as signatory on the following accounts:
 - 1) Bank of America.
 - 2) Broadway Bank.
 - 3) JPMorgan Chase.
 - 4) Texpool.

- 5) Wells Fargo.
- 6) ACOG Employee Fund.

PROGRAMS

14. Update on the Weatherization Assistance Program (WAP).
 - A. WAP results through May 31, 2011.
 - B. ARRA production projections through August 31, 2011 and December 31, 2011.
15. Consider and act upon the following from the Alamo Regional Transit Program:
 - A. Authorize the Interim Executive Director to enter into a contract extension with the Texas Department of Transportation (TxDOT) - American Recovery and Reinvestment Act of 2009 (ARRA), to extend the contract agreement until May 31, 2012.
 - B. Authorize the Interim Executive Director to enter into a one-month contract extension with the Texas Department of Transportation (TxDOT) - Regional Coordinated Transportation Planning Grant, to extend the contract agreement until September 30, 2011.
16. Consider and act upon authorizing the Interim Executive Director to submit a no cost FY 2011 Contract Extension to the Texas Commission on Environmental Quality (TCEQ).
17. Consider and act upon authorizing the Interim Executive Director to negotiate no cost contract amendments to the San Antonio – Bexar County Metropolitan Planning Organization (SA-BC MPO) / ACOG 2010-2011 Unified Planning Work Program (UPWP).
18. Consider and act upon by ratification of the amendment extending the FY 2010-2011 Regional Solid Waste Grants Program Contract to February 28, 2013.
19. Consider and Act upon authorizing the Interim Executive Director to release a Request for Proposals for a qualified contractor with significant experience to assess, plan for, and ensure attainment of ACOG's compliance with the federal *Health Insurance Portability and Accountability Act (HIPAA)*.
20. Discussion and appropriate action regarding Workforce Solutions Alamo's Request for Proposals and potential conflicts-of-interest.
21. 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)

Notice letter from attorney Isabel de la Riva.

- 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.

Employment search for Executive Director.

- 22. Consider and act upon forwarding to the Board of Directors a recommendation to begin a national search for an Executive Director.
- 23. Consider and act upon items to be placed on the Board of Directors Agenda from the Management / Audit Committee.
- 24. Discussion of items to be placed on the agenda for the next Management / Audit Committee meeting.
- 25. Next Meeting Date: Wednesday, July 20, 2011, 10:00 a.m.
- 26. 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.