

**MINUTES
MANAGEMENT/AUDIT COMMITTEE
AUGUST 17, 2011**

MEMBERS PRESENT

Katie Reed, Chair
Judge James Barden
Judge Diana Bautista
Judge Richard Evans
Mayor David Marne
Mayor Tom Schoolcraft
Mayor Don Tymrak
Judge Marvin Quinney

ALTERNATES PRESENT

Victor Cavazos for
Commissioner Elizondo

MEMBERS ABSENT

Linda Rivas

STAFF PRESENT

Dean Danos
Mike Quinn
Susan Lodge
Blanca Tapia
Joe Ramos
Mario Gutierrez
Cindy Krueger
Peter Bella
Ben Herr
Anthony Jalomo
Tim Trevino
Julie Sakelakos

1. The meeting was called to order at 10:00 a.m. by Katie Reed.
2. Roll Call was taken and a quorum established.
3. There were no 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 July 20, 2011 Minutes.

A Motion was made by Mayor Tymrak, seconded by Judge Bautista to approve the July 20, 2011 Minutes with the following correction on Item 17, last sentence: After consideration, a Motion was made by Judge Bautista, seconded by Judge Evans to approve the staff's recommendation and to place on the Board of Directors Consent Agenda. The Motion carried unanimously.

Mayor Schoolcraft made a Point of Order regarding the Management Committee being outside of its responsibilities of the bylaws. Discussion followed ending with a statement that the bylaws are in the process of being revised.

EXECUTIVE

5. Discussion and recommend appropriate action regarding the following from the Weatherization Assistance Program (WAP):
 - A. WAP July 2011 Production Schedule Update.
 - B. Texas Department of Housing and Community Affairs (TDHCA) decision relating to ARRA funding.
 - C. U.S. Department of Energy (DOE) monitoring visit.
 - D. Extend the contracts for a four (4) month period, to expire on December 31, 2011 for the following Weatherization installation contractors:
 - 1) Bratton Construction, Inc.;
 - 2) American G.I. Forum – Community and Housing Development Organization, Inc.;
 - 3) Glenn's A/C Service and Consulting Inc.; and
 - 4) Ram's Weatherization and Construction L.L.C.

Joe Ramos discussed and updated the Committee on the Weatherization Assistance Program on items A through C. No action required.

Joe Ramos stated the staff recommends extending the contracts for a four (4) month period, to expire on December 31, 2011 for the following Weatherization installation contractors: 1) Bratton Construction, Inc.; 2) American G.I. Forum – Community and Housing Development Organization, Inc.; 3) Glenn's A/C Service and Consulting Inc.; and 4) Ram's Weatherization and Construction L.L.C. A Motion was made by Judge Quinney, seconded by Victor Cavazos on item D to recommend to the Board of Directors to approve the extension of the above Weatherization installation contractors and to place on the Board of Directors Consent Agenda. The Motion carried unanimously.

6. Discussion regarding Eagle Ford Shale informational meeting.

Dean Danos discussed that AACOG would be holding an Eagle Ford Shale informational meeting on August 31, 2011 at the Devine Community Center from 10:00 a.m. until 3:00 p.m., lunch would be provided and all are invited to attend.

7. Discussion regarding state and federal budget issues.

Dean Danos updated the Committee on state and federal budget issues. No action required.

8. Presentation on organizational chart implementation and status of *Reductions in Force*.

Dean Danos made a presentation on the organizational chart and details regarding the Reductions in Force. No action required.

FINANCIAL

9. Discussion and recommend appropriate action regarding the following:
 - A. Grants.
 - B. Recoveries.
 - C. Balance Sheet.
 - D. Income Statement.
 - E. Board Expenditures.
 - F. 2012 Annual Budget Status.

Blanca Tapia discussed the above status reports. After consideration, a Motion was made by Judge Evans seconded by Mayor Tymrak to recommend and to place the above on the Board of Directors Consent Agenda. The Motion carried unanimously.

PROGRAMS

10. Discussion and recommend appropriate action to authorize the Interim Executive Director to enter into 9-1-1 PSAP (Public Service Answering Points) Interlocal Agreements for the FY2012-FY2013 Biennium with Atascosa, Bandera, Frio, Gillespie, Karnes, Kendall, and Wilson Counties.

Mike Quinn stated the staff is recommending the Interim Executive Director be authorized to enter into 9-1-1 PSAP (Public Service Answering Points) Interlocal Agreements for the FY2012-FY2013 Biennium with Atascosa, Bandera, Frio, Gillespie, Karnes, Kendall, and Wilson Counties. After consideration, a Motion was made by Mayor Marne, seconded by Mayor Schoolcraft to approve the staff's recommendation and to place on the Board of Directors Consent Agenda. The Motion carried unanimously.

11. Discussion and recommend appropriate action authorizing the Interim Executive Director to enter into a contract with the Texas Department of Transportation (TxDOT) for the five (5) year Master Grant Agreement #512XXF7004 – which will remain in effect until August 31, 2016.

Ben Herr stated the staff is recommending the Interim Executive Director be authorized to enter into a contract with the Texas Department of Transportation (TxDOT) for the five (5) year Master Grant Agreement #512XXF7004 – which will remain in effect until August 31, 2016. After consideration, a Motion was made by Judge Evans, seconded by Judge Bautista to approve staff's recommendation and to place on the Board of Directors Consent Agenda. The Motion carried unanimously.

12. Discussion and recommend appropriate action regarding the following grant application submittals:
 - A. Recommend ratification of the submission of an application, by the Interim Executive Director, for TxDOT Annual Section §5310 program funding (ART); for an amount up to \$210,000.00

- B. Recommend ratification of the submission of an application, by the Interim Executive Director, for TxDOT Annual Section §5311 program funding (*ART*); for an amount up to \$1,276,072.00.

Ben Herr stated the staff is recommending ratification of item A and B. After consideration, a Motion was made by Mayor Marne, seconded by Mayor Schoolcraft to approve staff's recommendation and to place on the Board of Directors Consent Agenda. The Motion carried unanimously.

- C. Authorized the Interim Executive Director to submit an application for Federal Transit Administration TIGGERIII Grant Application (*ART*); for an amount up to \$2,625,000.00.
- D. Authorize the Interim Executive Director to submit an application for Federal Transit Administration Clean Fuels Grant funds (*ART*); for an amount up to \$5,000,000.00.
- E. Authorize the Interim Executive Director to submit an application for Federal Transit Administration Veterans Transportation and Community Living Proposal funds (*ART*); for an amount up to \$2,000,000.00.
- F. Authorize the Interim Executive Director to submit an application for Health and Human Services Commission Texas Lifespan Respite Care Program (*Alamo AAA, Bexar AAA, and ALA*); for an amount up to \$256,667.00.

Ben Herr stated the staff is recommending authorization of items C, D, and E. and Anthony Jalomo stated the staff is recommending authorization of item F. After consideration, a Motion was made by Mayor Marne, seconded by Mayor Schoolcraft to approve the staff's recommendation and to place on the Board of Directors Consent Agenda. The Motion carried unanimously.

13. Discussion and recommend appropriate action from the Alamo Local Authority (ALA) Program:

- A. Authorize the Interim Executive Director to execute the Department of Aging and Disability Services (DADS) Performance Contract document for fiscal years 2012 and 2013, and FY 2012 allocation in the amount of \$3,691,401.00.
- B. Authorize the Interim Executive Director to enter into new service contracts with current Community Safety Net providers for Fiscal Years 2012-2013, beginning September 1, 2011 and ending August 31, 2013 for a total budget amount of up to \$ million.
- C. Authorize the Interim Executive Director to extend Crisis Respite Safety Net services contract with The Wood Group, for an additional two year term, beginning September 1, 2011 and ending August 31, 2013, for a total budget amount of up to \$550,000.00.

Anthony Jalomo stated the staff is recommending authorization of items A through C. After consideration, a Motion was made by Mayor Marne, seconded by Mayor

Schoolcraft to approve the staff's recommendation and to place on the Board of Directors Consent Agenda. The Motion carried unanimously.

14. Executive Session: 10:48 p.m. – 11:25 p.m.

In accordance with Chapter 551 of the Texas Government Code, Subchapter D, the Board of Directors / 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.

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 (*Texas Government Code Section 551.071*).

- A. Domingo Ramos vs. AACOG; Cause No. SA09-CA—721 (USDC – Western District of Texas – San Antonio Division).
 - B. Sylvia San Miguel vs. Alamo Area Council of Governments; Cause No. 356507 (County Court at Law No. 2, Bexar County Texas).
 - C. Estate of Thelma George vs. AACOG (Guadalupe County 25th District Court; Cause No. 10-2167-CV).
 - D. Mitzi Sexton vs. Aline D. Garrett and AACOG (Bexar County District Court, 57th Judicial District; Cause No. 2010-CI-13011).
 - E. Shirley Brown vs. Tommy Best and AACOG (Bexar County Court at Law No. 3; Cause No. 365673).
 - F. Cynthia Womack vs. AACOG, ART and Apollo Ambulance Service (Bexar County District Court, 45th Judicial District; Cause No. 2011-CI-01261).
 - G. Veronica Alday – EEOC Complaint dated July 29, 2011.
 - H. Rose Jackson – Demand letter dated June 6, 2011 from Attorney Isabel de la Riva, De La Riva & Associates.
15. Discussion and recommend appropriate action on any item listed in Executive Session item 14.

Katie Reed stated that no action was needed.

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

Items will be recommended during the motion on each item and take item 16 off the agenda.

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

Judge Quinney, through Dean Danos, requested that the Executive Director discussion be placed on the September agenda.

18. Katie Reed stated the next meeting date is Wednesday, September 21, 2011, 10:00 a.m.
19. The meeting was adjourned at 12:20 p.m.