

Agenda
Alamo Area Council of Governments
Management/Audit Committee Meeting
Wednesday, January 19, 2011 – 10:00 a.m.
Al J. Notzon III Board Room
8700 Tesoro Drive, Suite 100
San Antonio, TX 78217-6228

1. Meeting called to Order.
2. Roll Call.
3. Citizens to be heard.
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 November 22, 2010 Minutes.

ACCOUNTING

5. Consider and act upon approving the following:
 - A. Grants.
 - B. Recoveries.
 - C. Balance Sheet.
 - D. Income Statement.
 - E. Board Expenditures.
 - F. TexPool Quarterly.
 - G. State mileage reimbursement rate update.
6. Consider and act upon approving the Public Funds Investment Act Policy amendments for Fiscal Year 2011.
7. Presentation by Weaver and Tidwell LLP on the *Financial and Compliance Audit Services* for fiscal year ending December 2010.

ADMINISTRATION

8. Consider and act upon approving the following personnel recommendation:
 - A. Accounting

Internal Audit Specialist

B. Alamo Aging

Revision of Alamo Aging Intake Assistant to Alamo Aging Care Assistant

C. Natural Resources

- 1) Revision of Clean Cities Specialist to Clean Cities Coordinator
- 2) Clean Cities Technician

9. Consider and act upon authorizing the Executive Director to renew AACOG's annual membership with seven agencies and pay the appropriate dues for fiscal year 2011.
10. Approve by ratification the December 16, 2010 submittal of a collaborative National Center on Senior Transportation Small Grant application between the Alamo Area Council of Governments' Alamo Regional Transit (ART) and the Alamo Area Agency on Aging (Alamo AAA) with the Community Council of South Central Texas (CCSCT). The grant proposal is in the amount of \$17,585.00.
11. Request ratification of Bexar Area Agency on Aging's application for the National Center on Senior Transportation Small Grant for \$11,000.00 to collaborate with transportation providers to increase engagement in mobility planning and improve access to transportation services for culturally and ethnically diverse older adults in Bexar County.
12. Consider and act upon ratification of the submission of the applications and acceptance of funding for the 2010-2012 Medicare Improvement for Patients and Providers (MIPPA) and Affordable Care Act (ACA) funding through the Department of Aging and Disability Services in the amount of \$45,848.00 for Alamo Area Agency on Aging and \$157,480.00 for Bexar Area Agency on Aging.
13. Consider and act upon approving the Bexar Area Agency on Aging to apply for the Easter Seals Project Action (ESPA) Accessible Transportation Coalitions Initiative (ATCI). The grant is for in-kind services.
14. Consider and act upon authorizing the Executive Director to obtain proposals for secure off-site document storage and onsite shredding services.

15. Consider and act upon the following monitoring reports:
 - A. Monitoring Report of Workforce Program;
 - B. Monitoring Report of Summer Youth Program;
 - C. Monitoring Report of CHOICES/SNAP Job Search Program;
 - D. Monitoring Report of Rural Child Care Program;
 - E. Workforce WIA Youth Contract Financial Compliance Monitoring Report – May 1, 2010 – July 31, 2010
 - F. DADS monitoring review of the Bexar Area Agency on Aging program – June 22 – 24, 2010.

16. Consider and act upon authorizing the Executive Director to donate excess items to member governments first and then the Salvation Army.

HUMAN SERVICES

17. Consider and act upon the following items from the Alamo Local Authority (ALA) Program:
 - A. Authorize the Executive Director to approve the annual maintenance, support and portal access for 156 licenses with C.H. Mack Inc. in an amount not to exceed \$90,000.00.

 - B. Authorize the Executive Director to purchase new data reports with C.H. Mack Inc. in an amount not to exceed \$20,000.00, to support the ALA program operations due to new Medicaid reimbursement methodology changes set to begin September 1, 2011.

GOVERNMENTAL SERVICES

18. Consider and act upon approving the purchase of two additional Ford Transit vehicles for the Weatherization Assistance Program; not to exceed a total of \$46,000.00 through an inter-local agreement with the Houston-Galveston Area Council.

19. Consider and act upon the following from the Alamo Regional Transit Program:
 - A. Authorize the Executive Director to release a Request for Proposal (RFP) for “*On Board Security Vehicle Cameras*” for sixty-three (63) vehicles. ARRA and Local funds will be used to purchase cameras for an amount not to exceed \$150,000.00 in ARRA funds – local funds will be utilized only as needed to complete funding.

- B. Authorize the Executive Director to ratify the submission of four (4) proposals to the Texas Department of Transportation (TxDOT) Request for Proposal (RFP) for Small Urban and Non-Urbanized Public Transportation Projects for Various Programs. Total amount of Federal Funds being requested is \$274,044.00 and \$62,312.00 in Local Match.
- 1) Rural Transportation Assistance Program (RTAP) - Peer Review – Federal Fund Amount \$16,018.00 – Local Match \$437.00.
 - 2) Rural Transportation Assistance Program (RTAP) Team Building Retreat- Federal Fund Amount \$17,426.00 with \$475.00 Local Match.
 - 3) Planning - Financial Feasibility/Site Selection Study for ART Maintenance Facility – Federal Fund Amount \$225,000.00 with \$57,500.00 Local Match.
 - 4) Inter-City Bus-Install LED Lighting & Keyless Security Entry System – Federal Fund Amount \$15,600.00 with \$3,900.00 Local Match.
20. Consider and act upon authorizing the Executive Director to release a request for proposal for an online rideshare matching and alternative transportation tracking service.
21. Consider and act upon authorizing the Executive Director to submit a revised scope of work to the Texas Department of Transportation (TxDOT) for AACOG's FY 2011 Commute Solutions contract that accommodates a new invoicing policy implemented by the funding agency, but does not affect the overall work requirements or value of the contract.
22. Consider and act upon authorizing the Executive Director to accept an increase of funding from \$20,000 to \$80,000 from the US Department of Energy (U.S. DOE) for the AACOG Clean Cities Program PY 2010-11.
23. 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 take will be in public.

Deliberate pending/contemplated litigation 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.

- A. Domingo Ramos vs. AACOG; (USDC – Western District of Texas – San Antonio Division).
 - B. Sylvia San Miguel v. Alamo Area Council of Governments; County Court at Law No. 2, Bexar County, Texas.
 - C. Estate of Thelma George, *et.al.* vs. AACOG; 25th District Court, Guadalupe County, Texas.
- 24. Consider and act upon items to be placed on the Board of Directors Agenda from the Management/Audit Committee.
 - 25. Discussion of items to be placed on the agenda for the next Management/Audit Committee meeting.
 - 26. Next Meeting Date: Wednesday, February 23, 2011, 10:00 a.m.
 - 27. Adjournment.

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.