

Agenda
Alamo Area Council of Governments
Management / Audit Committee Meeting
Wednesday, March 21, 2012 – 10:00 a.m.
Al J. Notzon III Board Room
8700 Tesoro Drive, Suite 100
San Antonio, TX 78217

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. Consider and act upon approving the February 15, 2012 Minutes.

EXECUTIVE

5. Discussion and appropriate action on making recommendations regarding the following Personnel policies:
 - A. Personnel Policy 3.009, Smoking.
 - B. Personnel Policy 3.012, Employee Suggestions; and 3.035 Employee Suggestions.
 - C. Personnel Policy 3.016, Professional Dress.
 - D. Personnel Policy 3.020, Outside Employment.
 - E. Personnel Policy 3.027, Chain of Command.
 - F. Personnel Policy 3.028, Celebrations.
6. Discussion and appropriate action on the recommendation regarding the draft Executive Director Performance Evaluation forms.
7. Discussion and appropriate action authorizing Board members and Executive Director to attend the National Association of Regional Councils 46th Annual Conference and Exhibition June 10-14, 2012 in St. Petersburg, Florida.

FINANCIAL

8. Discussion and appropriate action regarding the following:

- A. Grants.
- B. Recoveries.
- C. Balance Sheet.
- D. Income Statement.
- E. Board Expenditures.
- F. 2012 Budget Adjustment.
- G. 2011 Audit Status.

PROGRAMS

- 9. Discussion and appropriate action regarding the following from the Weatherization Assistance Program (WAP):
 - A. Update on the WAP February 2012 Production Schedule.
 - B. American Recovery and Reinvestment Act (ARRA) grant update.
 - C. Department of Energy and Low Income Home Energy Assistance Program (LIHEAP) grant update.
 - D. WAP contractors contract extension.
- 10. Discussion and appropriate action regarding the following from the Bexar Area Agency on Aging (BAAA) program:
 - A. Ratify receipt of the New Freedom grant totaling \$919,500.00 and approve position of a Regional Mobility Manager from funds provided by the New Freedom grant.
 - B. Approve application for the Veterans Transportation and Community Living Initiative grant program from the Federal Transit Authority. Proposal is due April 19 and budget estimated to be \$2,000,000.00.
- 11. Discussion and appropriate action regarding the following from the Rural Public Transportation Program:

Ratify the contract to enter into an agreement with TxDOT for the Elderly Individuals and Individuals with Disabilities (ED) Grant in the amount of \$100,000.00.
- 12. Other items to be placed on the Board of Directors meeting agenda from the Management / Audit Committee.
- 13. Discussion of items to be placed on the agenda for the next Management / Audit Committee meeting.

14. Next Meeting Date: Wednesday, April 18, 2012, 10:00 a.m.
15. 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.