

Minutes
Alamo Area Council of Governments
Executive Committee Meeting
February 19, 2014

MEMBER PARTICIPANTS

Commissioner Jim Wolverton - Chair
Commissioner Kevin Wolff – Vice
Chair
Judge James Barden
Judge Richard Evans
Mayor A. David Marne
Katie Reed
Mayor Tom Schoolcraft
Mayor Ruby Vera
Thomas Weaver

ALTERNATE PARTICIPANTS

None

MEMBERS ABSENT

Judge Diana Bautista

GUESTS

Bert Buys – Mayor Pro Tem
City of Helotes

STAFF PARTICIPANTS

Dean Danos
Jeri Rainey
Susan Lodge
Tim Trevino
Blanca Tapia
Martha Spinks
William Moseley
Marcela Medina
Brenda Williams
Rene Chadick

1. The meeting was called to order at 10:05 a.m. by Chairman Wolverton.
2. Roll call was taken and a quorum was established.
3. There were no citizens to be heard.
4. Consider and act upon approving the October 16, 2013 minutes.

A motion was made by Mayor Schoolcraft, seconded by Chair Wolverton to approve the October 16, 2013 minutes with the following corrections; Item #5 & #7 should read “To recommend approval of” instead of “approve”. The motion carried unanimously.

EXECUTIVE

5. Update on the Navigator Program

Martha Spinks made a PowerPoint presentation reflecting the Navigator Program from October 2012 to August 2013. She discussed mandated increased training by the State.

Based on numbers provided, ACOG should average 2.2 enrollments per day with a goal of 8 per day. Majority of enrollments are from the rural areas. Navigators are not employees. Navigator Program will conclude July 2014. We have the opportunity to apply for additional funding that would reinstate the program and begin November 2014.

FINANCIAL

6. Discussion and appropriate action on the recommendation regarding the following Draft December 2013 financial reports:

Blanca Tapia announced that ACOG was deemed low risk for 2014. There were no compliance findings.

- A. Grants
- B. Recoveries
- C. Balance Sheet
- D. Income Statement
- E. Board Expenditures
- F. TexPool Quarterly
- G. Audit Update

A motion was made by Judge Barden, seconded by Vice-Chair Wolff to recommend approval of the Draft December 2013 financial reports with the following changes; Line #2 of item 6A should be omitted and should appear on the income statement and forward to the Board of Directors Consent Agenda. The motion carried unanimously.

7. Discussion and appropriate action upon the recommendation from the Chief Financial Officer regarding modification of the ACOG Investment Policy for FY 2014.

A motion was made by Mayor Marne, seconded by Mayor Schoolcraft to recommend approval of the modified ACOG Investment Policy for FY 2014 and forward to the Board of Directors Consent Agenda. The motion carried unanimously.

PROGRAMS

8. Discussion and appropriate action upon a recommendation from the Area Agencies on Aging to submit an application to the Federal Department of Health and Human Services, Office of the Assistant Secretary of Health (OASH), for a potential grant award of \$500,000 for its Mobilization for Health: National Prevention Partnership Awards (NPPA) Program; and, to authorize the Executive Director to execute the contract upon grant award. No local match is required for this grant. The award date, determined by the grantor, is estimated to be in May 2014, and has a published anticipated start date of July 1, 2014.

A motion was made by Judge Evans, seconded by Judge Barden to recommend approval for the Area Agencies on Aging to submit an application to the Federal Department of Health and Human Services, Office of the Assistant Secretary of Health for a potential grant award of \$500,000 for its Mobilization for Health: National Prevention Partnership Awards (NPPS) Program with the stipulation that it be split 80% / 20% between Bexar & rural counties and recommend authorizing the Executive Director to execute the contract upon grant award. Also, forward this item to the Board of Directors Consent Agenda. The motion carried unanimously.

9. Discussion and appropriate action to approve the Bexar Area Agency on Aging of the AACOG Area Agencies on Aging to submit a grant application to the Department of Veteran Affairs, Supportive Services for Veterans and Families (SSVF), due March 14, 2014, and to authorize the Executive Director to execute the contract upon grant award.

A motion was made by Mayor Vera, seconded by Mayor Schoolcraft to recommend approval of the Bexar Area Agency on Aging of the AACOG Area Agencies on Aging to submit a grant application to the Department of Veteran Affairs SSVF, due March 14, 2014, and to authorize the Executive Director to execute the contract upon grant award and forward this item to the Board of Directors Consent Agenda. The motion carried unanimously.

10. Discussion and appropriate action on ratifying the Bexar Area Agency on Aging grant application for \$50,000 to Blackstone Charitable Trust, and authorize the Executive Director to execute the contract upon grant award.

A motion was made by Mayor Schoolcraft, seconded by Katie Reed, to recommend approval of the ratification of the Bexar Area Agency on Aging grant application for \$50,000 to Blackstone Charitable Trust, authorize the Executive Director execute the contract upon grant award and forward this item to the Board of Directors Consent Agenda. The motion carried unanimously.

11. Discussion and appropriate action upon a recommendation from Bexar Area Agency on Aging to meet the Veterans Transportation and Community Living Initiative (VTCLI) grant deliverables by preparing and advertising a Request for Proposal/Best Value Bid, or utilizing a State contract or inter-local agreement, for technology consulting services for the design, project management, technology integration and implementation of the call center and web based systems for the "One Call, One Click" and AlamoRides projects.

A motion was made by Mayor Vera; seconded by Mayor Schoolcraft to recommend approval for to meet the Veterans Transportation and Community Living Initiative (VTCLI) grant deliverables by preparing and advertising a Request for Proposal/Best Value Bid, or utilizing a State contract or inter-local agreement, for technology consulting services for the design, project management, technology integration and

implementation of the call center and web based systems for the "One Call, One Click" and AlamoRides projects, and forward this item to the Board of Directors Consent Agenda. The motion carried unanimously.

12. Discussion and appropriate action to authorize the Executive Director to reimburse the Texas Department of Housing and Community Affairs (TDHCA) for the Forensic Audits and investigation performed and paid for with American Recovery and Reinvestment Act of 2009 (ARRA) funds in the amount of \$146,850.

A motion was made by Judge Barden, seconded by Judge Evans to recommend authorizing the Executive Director to reimburse the TDHCA for the Forensic Audits and investigation performed and paid for with ARRA funds in the amount of \$146,850, and forward this item to The Board of Directors Consent Agenda. The motion carried unanimously.

13. Discussion and appropriate action upon recommendation from the Weatherization Assistance Program (WAP) to ratify the 2014 TDHCA Low Income Housing Energy Assistance Program Weatherization (LIHEAP WAP) Contract award in the amount of \$1,810,872.

A motion was made by Mayor Vera, seconded by Katie Reed to recommend approval to ratify the TDHCA LIHEAP WAP Contract award in the amount of \$1,810.872, and forward this item to the Board of Directors Consent Agenda. The motion carried unanimously.

14. Discussion and appropriate action on ratifying the submission of the FY 2014 Project Grant application for TxDOT 5311 Discretionary Project Grant funding in the amount of \$67,110 with a local Match requirement of \$13,422 and accepting funds, if awarded.

A motion was made by Mayor Marne, seconded by Mayor Vera to recommend approval to ratify the submission by the Alamo Regional Transit of the FY 2014 Project Grant application for TxDOT 5311 Discretionary Project Grant fund in the amount of \$67,110, authorize the Executive Director to accept the funds, if awarded, and forward this item to the Board of Directors Consent Agenda. The motion carried unanimously.

15. Discussion and appropriate action authorizing the Executive Director to renew a contract with Dios Dado Environmental Ltd. (Dios Dado) for one year to maintain AACOG's network of six continuous air monitoring stations (CAMs) in an amount not to exceed \$30,000.00 for the 2014 ozone season.

A motion was made by Mayor Schoolcraft, seconded by Judge Evans to recommend approval authorizing the Executive Director to renew a contract with Dios Dado for one

year to maintain ACOG's network of six CAMs in an amount not to exceed \$30,000 for the 2014 ozone season and forward this item to the Board of Directors Consent Agenda. The motion carried unanimously.

16. Discussion regarding Executive Director Performance Evaluation for 2013.

Materials were not available, to be mailed out before the next meeting.

17. Other items to be placed on the Board of Directors meeting agenda from the Executive Committee.

Have a presentation by John Barton from TxDOT.

18. Discussion of items to be placed on the agenda for the next Executive Committee meeting.

Discussion of Executive Directors' compensation.

19. Chairman Wolverton stated that the next meeting date will tentatively be Wednesday, March 19, 2014, 10:00 a.m. in the Al J. Notzon III Board Room.

Judge Barden stated that he and Judge **Bautista** Evans will not be available for the March 19th Executive Committee meeting.

20. There being no further business, Chair Wolverton adjourned the meeting at 11:00 a.m.

Approved:



Jim Wolverton
Executive Committee Chair
ACOG Board of Directors Vice-Chair



Date