

**MINUTES
BOARD OF DIRECTORS
APRIL 29, 2009**

MEMBERS PRESENT

Councilman Louis Rowe, Chairman
Commissioner Jay Millikin, Vice-Chairman
Judge James Barden
Judge Diana Bautista
Judge Richard Evans
Judge Carlos Garcia
Mayor Dan Heckler
Judge Alger Kendall
Michael Korus
Mayor Jack Leonhardt
Mayor David Marne
Judge Marvin Quinney
Katie Reed
Linda Rivas
Mayor Tom Schoolcraft
Mayor Don Tymrak
Commissioner Bill Williams
Commissioner Kevin Wolff

ALTERNATES PRESENT

Victor Cavazos for Commissioner Paul Elizondo
Billy Peche for Representative Robert Puente
Bobby Perez for Senator Leticia Van de Putte
Ana Ramirez for Councilwoman Lourdes Galvan
Ann Ressig for Judge Gaylan Schroeder
Sonny Torres for Councilwoman Delicia Herrera

MEMBERS ABSENT

Commissioner Tommy Adkisson
Mayor Steve Lopez
Rep. Doug Miller
Judge Mark Stroeher
Judge Mike Wiggins
Tom Weaver

GUESTS PRESENT

Marcy Meffert
Bill Montez
Nick Page
Todd Pruitt

STAFF PRESENT

Gloria Arriaga
Debbie Billa
Dean Danos
Melissa Pulido
Blanca Tapia
Daniel Watford

1. The meeting was called to order at 1:03 p.m. by Councilman Louis Rowe.
2. Roll Call was taken and a quorum established.
3. The Pledge of Allegiance and Texas Pledge of Allegiance was recited.
4. There were no Citizens to be Heard.
5. Mrs. Arriaga gave her Executive Director's Report on the following items.
 - A. Anniversaries.
 - 1) Gloria Chacon – 10 Years (4/6).
 - 2) Agnes Villarreal – 5 Years (3/22).
 - 3) Jose Martinez – 5 Years (4/12).
 - B. Upcoming Events:

- 1) Walk & Roll to Work Rally – Friday, May 1, 2009.
 - 2) Free Foreclosure Workshop – Saturday, May 2, 2009.
 - 3) State Notary Training Seminar – Thursday, May 28, 2009.
 - 4) Older Americans Month – May 2009.
- C. AACOG Regional Awards – Deadline to Submit Nominations: May 8, 2009.

6. The next item was to consider and act upon the following items on the Consent Agenda.

Items on the consent agenda are considered being of a routine nature and may require only limited discussion. The items listed on consent agenda (other than A, N and O) have been reviewed by the Management/Audit Committee and they recommend approval. Any member of the Board may request that items be removed from the Consent Agenda and considered separately for purpose of discussion and voting.

- A. Consider and act upon approval of the April 1, 2009 Minutes.
- B. Consider and act upon proposed changes to personnel policies.

The Management/Audit Committee recommends approving the changes to the agency Personnel Policies sections listed below:

- 3.007 Equal Employment Opportunity
- 3.008 Harassment
- 3.048 Workweek and Work Hours
- 3.056 Job Description and Performance Evaluations

C. Consider and act upon the following personnel recommendations:

- 1) Workforce
 - a) Temporary Career Counselors – Approval to hire four temporary Career Counselors at a pay rate of \$14.71/hr.
 - b) Career Counselors – Pay Group 8 - \$30,596.80
 - c) Youth Specialist – Pay Group 13 - \$39,041.60
 - d) Quality Assurance Specialist – Pay Group 13 - \$39,041.60

The Management/Audit Committee recommends approval of the above personnel recommendations.

D. Consider and act upon authorizing Board members to attend the 2009 Texas Conference on Regionalism in South Padre Island, Texas – September 16-18, 2009.

The Management/Audit Committee recommends authorizing up to four board members to attend the 2009 Texas Conference on Regionalism in South Padre Island, Texas – September 16-18, 2009.

E. Consider and act upon approval of the following status reports:

- 1) Grants.
- 2) Recoveries.
- 3) Balance Sheet.

- 4) Income Statement.
- 5) Board Expenditures.
- 6) Texpool Quarterly.

The Management/Audit Committee recommends acceptance of the above status reports.

- F. Consider and act upon approval of the Second AACOG 2009 Annual Budget Amendment.

The Management/Audit Committee recommends approval of the Second AACOG 2009 Annual Budget Amendment for the following:

- Increase to the Data Center budget by \$6,750.00 for inter-local agreements with various counties for Census Track Splits.
- Decrease to the Rural Public Transportation revenue and expenses, \$314,908.00 for VCR vehicles received in 2008. Increase to expenses for 20 additional drivers, \$749,132.00 which results in a decrease to fund balance by \$749,132.00.
- Increase to Resource Recovery \$573,362.00 for unspent implementation and coordination funds in 2008.

- G. Consider and act upon appointing a committee to review possible location or relocation of AACOG offices.

The Management/Audit Committee recommends for the Management/Audit Committee to be the Committee to review possible location or relocation of AACOG offices.

- H. Consider and act upon the ratification of the submission of the application and acceptance of funding for 2009-2010 Centers for Medicare and Medicaid funding through the Department of Aging and Disability Services in the amount of \$57,316.00 for each of the Alamo and Bexar Area Agencies on Aging.

The Management/Audit Committee recommends ratification of the submission of the application and acceptance of funding through the Department of Aging and Disability Services in the amount of \$57,316.00 for each of the Alamo and Bexar Area Agencies on Aging.

- I. Consider and act upon the following as recommended by the Bexar Senior Advisory Committee:
 - 1) Authorize the Executive Director to sign a Memorandum of Understanding (MOU) for Senior Transportation Planning.
 - 2) Authorize the Executive Director to enter into an Agreement authorizing a new vendor for the Bexar Area Agency on Aging.

The Management/Audit Committee recommends authorizing the Executive Director to sign a MOU for Senior Transportation Planning and for the Executive Director to enter into an Agreement authorizing WellMed Charitable Foundation as a new vendor for the Bexar Area Agency on Aging contingent upon the development of specific policies and procedures related to the use of this vendor.

- J. Consider and act upon the following items from the Weatherization Department for the Weatherization Assistance Program (WAP).
 - 1) Authorize the Executive to extend the contracts for American GI Forum, M&M Weatherization Company and Ram's Weatherization & Construction Company for PY 2009-2010.

- 2) Authorize the Executive Director to contract with Business World Company for PY 2009-2010.
- 3) Authorize the Executive Director to release two separate Request for Proposals (RFP's) for the following professional services:
 - a) To assist with the processing of applications and intake.
 - b) To assist with the processing of energy assessments.

The Management/Audit Committee recommends approving the above recommendations from the Weatherization Department for the Weatherization Assistance Program (WAP).

- K. Consider and act upon authorizing the Executive Director to contract for advertisement regarding ozone awareness in an amount not to exceed \$10,000.00.

The Management/Audit Committee recommends authorizing the Executive Director to contract for advertisement regarding ozone awareness in an amount not to exceed \$10,000.00.

- L. Consider and act upon approval of a reallocation of up to \$20,000.00 within the Texas Commission of Environmental Quality (TCEQ) for the FY 2008-2009 Biennium Budget Program.

The Management/Audit Committee recommends approving the reallocation of up to \$20,000.00 within the Texas Commission of Environmental Quality (TCEQ) for the FY 2008-2009 Biennium Budget Program.

- M. Consider and act upon the following from the Rural Public Transportation Department. (Also reviewed by the Area Judges)
 - 1) Authorize the Executive Director to enter into a contract with the Texas Department of Transportation (TxDOT) for the American Recovery & Reinvestment Act of 2009 for FY 2009 in the amount of \$1,408,000.00.
 - 2) Authorize the Executive Director to purchase sixteen (16) Type III Vehicles from Texas Bus Sales through the Texas Procurement and Support Services in the amount not to exceed \$1,120,000.00.
 - 3) Authorize the Executive Director to release a Request for Proposal (RFP) for Mobile Data Computers, Hardware, Software and Installation in the amount not to exceed \$288,000.00.

The Management/Audit Committee recommends approving the above recommendations from the Rural Public Transportation Department.

- N. Consider and act upon the following personnel recommendation:
 - 1) Bexar Aging
 - a) Administrative Assistant – Bexar Aging

Staff recommends approving the Administrative Assistant in Bexar Aging at a Pay Group 9, \$32,115.20.

- O. Consider and act upon amendments to the FY 2008-2011 Transportation Improvement Program – TRACS Review.

A Motion was made by Mayor Tymrak, seconded by Katie Reed to approve items A and C through O of the consent agenda. The Motion carried unanimously. Mayor Heckler requested to pull item B. for discussion. Mayor Heckler suggested changing the language on the Harassment Policy to state more than 2 business days, instead of 48 hours. After consideration, a Motion was made by Mayor Heckler, seconded by Ann Ressig to approve item 4 B. with the suggested changes. The Motion carried unanimously.

7. Consider and act upon the following Committee Reports:

A. Management Committee

- 1) Consider and act upon approval of the draft AACOG Audit for the year ending December 31, 2008.

Judge Barden stated the Management/Audit Committee recommends approving the draft AACOG Audit for the year ending December 31, 2008. Todd Pruitt with Patillo, Brown and Hill, LLP presented and discussed the Audit to the Board of Directors. After consideration, the Motion carried unanimously. Judge Barden stated that the final audit will be on the consent agenda next month.

B. Nominating Committee

- 1) Consider and act upon the following:
 - a) Chairman (June 1-December 31, 2009)
 - b) Vice-Chairman (June 1-December 31, 2009)

Judge Barden stated the Nominating Committee recommends Commissioner Jay P. Millikin as the Chairman for the period June 1 – December 31, 2009 to fill the unexpired term of Councilman Louis Rowe. The Nominating Committee also recommends Judge James E. Barden as the interim Vice-Chairman, not to exceed seven months, or until a Vice Chairman is selected. After consideration, the Motion carried unanimously.

C. Area Judges.

- 1) Consider and act upon the recommendation from the Committee of Six for appointment to the Workforce Solutions-Alamo Board of Directors to be effective upon date of certification by the Texas Workforce Commission:
 - a) Robert Hoek, Business Place #2 – May 1, 2009 to December 31, 2009.
- 2) Discussion and appropriate action on the following:
 - a) Rural Planning Organization Bylaws.
 - b) Discussion and appropriate action regarding the recommendation of integrating the San Antonio Bexar County metropolitan Planning Organization with the Alamo Area Council of Governments.

- 3) Status report on Rural Planning Organization Legislation - HB 2589.

Commissioner Williams reported on the Area Judges meeting. No action required.

D. Alamo Area Development Corporation.

- 1) Report to submit a letter of inquiry to the Baptist Health Foundation for a grant application not to exceed \$250,000.00.

Mayor Tymrak reported on the AADC meeting. No action required.

E. TARC 2010 Conference Committee.

- 1) Consider and act upon providing assistance with efforts to obtain sponsorships in support of the 2010 TARC Conference in San Antonio.

Linda Rivas reported on the TARC 2010 Conference Committee meeting. No action required.

F. Strategic Planning Committee.

- 1) Consider and act upon quarterly report for the Board of Directors.

Mayor Leonhardt reported on the Strategic Planning Committee meeting. No action required.

8. Consider and act upon the following as recommended by the Economic Development Environmental Review Committee:

- A. University of Texas at San Antonio, IED. "Sustainable Business Development Project." Funding: Economic Development Administration: \$349,597.26.
- B. City of Jourdanon. "Wastewater Treatment Plant and Sanitary Sewer Improvements." Funding: United States Department of Agriculture Rural Development, Rural Utility Service: \$5,656,609.00.
- C. Kerr County. "On-site Septic System Requirements." Funding: Office of Rural and Community Affairs Texas Community Development Block Grant Program: \$262,500.00.

Nick Page stated the Committee recommends favorable review on items A through C. After consideration, a Motion was made by Judge Barden, seconded by Judge Bautista, favorable review. The Motion carried unanimously.

9. Consider and act upon the following from the Health and Human Services Advisory Committee – Technical Subcommittee:

- A. The University of Texas Health Science Center at San Antonio. "Graduate Assistance in Areas of National Need." Funding: U.S. Department of Education: \$653,280.00.

Susan Lodge stated the Committee recommends favorable review on item A. After consideration, a Motion was made by Commissioner Williams, seconded by Commissioner Millikin, favorable review. The Motion carried unanimously.

10. Consider and act upon the following as recommended by the Criminal Justice Advisory Committee:

TRACS:

- A. Boerne, City of, "Boerne Police Department Hiring Grant". Funding: Office of Community Oriented Policing Services (COPS): \$188,505.00.
- B. Harlandale Independent School District, "Hire School Resource Officer". Funding: Office of Community Oriented Policing Services (COPS): \$115,499.00.
- C. La Vernia Police Department, "La Vernia PD Community Policing and School Services". Funding: Office of Community Oriented Policing Services (COPS): \$119,394.00.
- D. Northwest Vista College, "College and Community Collaboration and Response to Violence Against Women on Campus: Taking a Stand, Making a Demand, Creating Safer Environments". Funding: Office of Violence Against Women: \$299,919.00.

State Criminal Justice Planning (421) Fund:

- E. Alamo Area Council of Governments, "Regional Police Training Academy". Funding: State Criminal Justice Planning (421) Fund: \$600,927.00.
- F. Kenedy, City of, "In-Car Video Project". Funding: State Criminal Justice Planning (421) Fund: \$24,130.00.
- G. Bexar County, "K-9 Enhancement Project". Funding: State Criminal Justice Planning (421) Fund: \$34,272.00.
- H. Seguin, City of, "Seguin PD Digital Video Cameras". Funding: State Criminal Justice Planning (421) Fund: \$36,150.00.
- I. Schertz, City of, "PD Laptops". Funding: State Criminal Justice Planning (421) Fund: \$34,315.20.
- J. Kerrville, City of, "Hill Country Combined Special Operations Unit". Funding: State Criminal Justice Planning (421) Fund: \$6,200.00.
- K. Cibolo, City of, "City of Cibolo Police Department Patrol Equipment Project". Funding: State Criminal Justice Planning (421) Fund: \$55,050.00.
- L. Family Service Association of San Antonio, Inc., "Child and Family Victim Counseling Services". Funding: State Criminal Justice Planning (421) Fund: \$40,000.00.
- M. Guadalupe County, "Guadalupe County Command Vehicle". Funding: State Criminal Justice Planning (421) Fund: \$313,500.00.
- N. Bexar County Juvenile Board, "Officer Selection Tool". Funding: State Criminal Justice Planning (421) Fund: \$76,280.00.
- O. Balcones Heights, City of, "BHPD Crime Prevention". Funding: State Criminal Justice Planning (421) Fund: \$350,090.88.

- P. San Antonio International Airport Police Department, "Project 421 - Terrorism and Intermodal Transportation". Funding: State Criminal Justice Planning (421) Fund: \$450,480.00.

Safe and Drug Free Schools and Communities (SDFSC) Fund:

- Q. Karnes/Wilson County Juvenile Probation Department, "Synergy". Funding: Safe and Drug-Free Schools and Communities State Grants: \$142,116.00.
- R. Alamo Area Council of Governments, "Regional Youth Criminal Justice Education Program". Funding: Safe and Drug-Free Schools and Communities State Grants: \$102,795.00.
- S. San Antonio Sports, "Dreams for Youth Athlete and Wellness Development Program". Funding: Safe and Drug-Free Schools and Communities State Grants: \$49,804.77.
- T. Seguin Youth Services, "Prevention First". Funding: Safe and Drug-Free Schools and Communities State Grants: \$96,268.00.
- U. paxUnited, Inc., "Peers Making Peace/Positive Action Centers". Funding: Safe and Drug-Free Schools and Communities State Grants: \$130,403.00.
- V. Center for Health Care Services, "Crisis Intervention Training for School Police Officers and Administrators for Students and Families". Funding: Safe and Drug-Free Schools and Communities State Grants: \$206,799.00.
- W. Boys and Girls Club of Cotulla Texas, Inc., "Frio County Prevention Initiative". Funding: Safe and Drug-Free Schools and Communities State Grants: \$0.00.

Juvenile Justice Delinquency Prevention (JJDP) Fund:

- X. Alamo Children's Advocacy Center d.b.a. ChildSafe, "Child Abuse Resource Enhancement (CARE) Program". Funding: Juvenile Justice Delinquency Prevention (JJDP) Act Fund: \$61,070.00.
- Y. Bexar County Juvenile Board, "Intervention and Prevention for Offenders at Risk of Abusing Drugs". Funding: Juvenile Justice Delinquency Prevention (JJDP) Act Fund: \$70,000.00.
- Z. Baptist Child and Family Services - Health and Human Services, "Youth Averted from Delinquency (YAD)". Funding: Juvenile Justice Delinquency Prevention (JJDP) Act Fund: \$99,993.00.
- AA. Karnes/Wilson County Juvenile Probation Department, "ELITE Prevention Program". Funding: Juvenile Justice Delinquency Prevention (JJDP) Act Fund: \$89,108.00.
- BB. Girl Scouts of Southwest Texas, Inc., "Project Connect: Girl Scouts in Community Housing". Funding: Juvenile Justice Delinquency Prevention (JJDP) Act Fund: \$85,453.00.
- CC. University of Texas at San Antonio, "Bexar County Youth Court". Funding:

Juvenile Justice Delinquency Prevention (JJDP) Act Fund: \$27,335.00.

- DD. Boys and Girls Club of Cotulla Texas, Inc., "Frio County Prevention Initiative Director". Funding: Juvenile Justice Delinquency Prevention (JJDP) Act Fund: \$0.00.
- EE. Guadalupe County, "Pre and Post Adjudicated Drug Court". Funding: Juvenile Justice Delinquency Prevention (JJDP) Act Fund: \$0.00.
- FF. Consider and act upon approval of the State Criminal Justice Planning (421) Fund, Safe and Drug-Free Schools and Communities (SDFSC) Fund, and Juvenile Justice Delinquency Prevention (JJDP) Fund Priority Ranking Sheets.

Marcy Meffert stated the Committee recommends favorable review on items A through CC and approval of item FF. Items DD and EE deemed ineligible based on failure to attend mandatory grant workshop and failure to file grant application for technical review with the AACOG Criminal Justice Department in accordance with published deadlines and directives. After consideration, a Motion was made by Judge Barden, seconded by Judge Bautista to approve the recommendations from the Criminal Justice Advisory Committee. The Motion carried unanimously.

- 11. Consider and act upon the following as recommended by the Housing Advisory Committee:
 - A. Resolution recognizing June 2009 as Home Ownership Month.
 - B. Approval of TRACS application from Merced Housing Texas for a \$250,000.00 pre-development grant application for the Casitas de Villa Corona.
 - C. Approval of the Low Income Housing Tax Credits application to the Texas Department of Community Affairs (TDHCA) for the Tierra Pointe Apartments in Karnes City. Applicant: Merced Housing Texas in partnership with Tierra Pointe, Ltd in the amount of \$1,163,493.00.

Bill Montez stated the Committee recommends approving items A through C. After consideration, a Motion was made by Mayor Tymrak, seconded by Judge Evans to approve items A through C. Bobby Perez abstained from item C. The Motion carried.

- 12. Consider and act upon approval of a resolution designating May 2009 as Older Americans Month in the AACOG region.

Debbie Billa stated staff recommends approving a resolution designating May 2009 as Older Americans Month in the AACOG region. After consideration, a Motion was made by Mayor Tymrak seconded by Commissioner Williams approving a resolution designating May 2000 as Older Americans Month. The Motion carried unanimously.

- 13. Consider and act upon the following AACOG Board of Directors Subcommittee appointments:
 - A. Strategic Planning – effective May 19, 2009
 - 1) Chair
 - 2) Member

B. Management Committee – effective May 19, 2009

1) Member

Councilman Rowe stated effective May 19, 2009 the Chairman of the Strategic Planning Committee will be Judge Barden, Vice-Chairman will be Judge Evans and Tom Weaver and Mayor Tymrak will be new members. Also, Linda Rivas will be a new member to the Management Committee effective May 19, 2009. After consideration, a Motion was made by Commissioner Williams, seconded by Judge Evans to approve the subcommittee appointments. The Motion carried unanimously.

14. Consider and act upon authorization request to extend the FY 2008-2009 contract between the Texas Commission on Environmental Quality and AACOG for air quality planning from August 31, 2009 to August 31, 2010.

Dean Danos stated staff recommends approval to extend the FY 2008-2009 contract between the Texas Commission on Environmental Quality and AACOG for air quality planning from August 31, 2009 to August 31, 2010. After consideration, a Motion was made by Commissioner Millikin, seconded by Katie Reed to approve extending the contract. The Motion carried unanimously.

15. Executive Session.

Pursuant to 551.074 of the Texas Government Code, an Executive Session will be held to discuss the Executive Director's Performance Evaluation and Compensation.

The Committee convened into Executive session at 1:56 p.m. to discuss the Executive Director's Performance Evaluation and Compensation. The Committee completed the Executive Session at 2:26 pm.

16. Consider and act upon approval of the Executive Director's Performance Evaluation and Compensation.

A Motion was made by Judge Barden, seconded by Judge Evans to recommend a two (2) percent merit increase with the comment that Mrs. Arriaga is exceeding performance standards. The Motion carried unanimously.

17. Councilman Rowe stated the next meeting date is Wednesday, May 27, 2009, at 1:00 p.m.

18. Councilman Rowe adjourned the meeting at 2:28 p.m.