

NOTICE OF MEETING

The regular meeting of the Board of Directors of the Panhandle Regional Planning Commission will be held on **Thursday, October 28, 2021, at 1:30 p.m** in the PRPC Board Room at 415 SW 8th, Amarillo, Potter County, Texas. In order to accommodate Board Members and members of the public who may want to access the meeting remotely a hybrid link is provided pursuant to Texas Government Code Section 551.127 with more than four counties in the State of Texas being represented on the Board.

Members of the public interested in attending this meeting online may do so by logging <https://us02web.zoom.us/j/85193797529?pwd=TUVhcHFnaGFIS1ITS2VaS3YrNWdJUT09> (Meeting ID: 851 9379 7529– Password 384970) or may participate by phone 346 248 7799 (Meeting ID: 851 9379 7529– Password 384970).

A copy of the full agenda packet for this meeting can be found on the PRPC's website at <http://www.theprpc.org/About/Directors/default.html>

AGENDA

1. CALL TO ORDER

- Quorum Determination
- Local Government Code Chapter 176
- Conflict Disclosures (if appropriate)*

2. INVOCATION

3. PUBLIC COMMENT

The Planning Commission invites members of the public to provide oral comment on any item included on this agenda under this item. Each person wishing to make a public comment shall be limited to 3 minutes with comments directed to the Board as a whole. Reasonable accommodation shall be made for members of the public utilizing a translator for public comment.

4. MINUTES

Consideration of the approval of the minutes from the Board of Directors' meeting held on September 23, 2021.

5. VOUCHERS

Review and consideration of the acceptance of the vouchers for the month of September, 2021.

6. **PRPC INVESTMENT FUND QUARTERLY REPORT**

Report presented by Trent Taylor, Director of Finance on the Planning Commission's Investment activities through September 30, 2021, as required by the Public Funds Investment Act.

7. **MINORITY CITIZEN REPRESENTATIVE BOARD MEMBER ELECTIONS**

Consideration of the establishment of dates, times and locations for meetings of minority citizens from Planning and Service Area 4 (Armstrong, Carson, Potter & Randall Counties) for the purpose of electing a minority citizen representative to the Panhandle Regional Planning Commission's Board of Directors.

8. **SPECIAL DISTRICT REPRESENTATIVE BOARD MEMBER APPOINTMENT**

Consideration of the appointment or re-appointment of a governing body official from a member special district to serve on the Planning Commission's Board of Directors.

9. **TEXAS ASSOCIATION OF REGIONAL COUNCILS SERVICE FEES**

Consideration of the authorization of payment of Planning Commission membership service fees to the Texas Association of Regional Councils for the period October 1, 2021 through September 30, 2022.

10. **PANHANDLE REGIONAL 9-1-1 NETWORK MAINTENANCE SERVICES CONTRACT**

Consideration of the authorization of the Executive Director to execute a contract for the purchase of Regional 9-1-1 Hardware and Software Maintenance Services.

11. **PANHANDLE REGIONAL 9-1-1 NETWORK QUARTERLY REPORTS**

Presentation and consideration of acceptance of the Panhandle Regional 9-1-1 Network's FY2021 Fourth Quarter Performance Report.

12. **FOOD NET PROGRAM FUNDING AGREEMENT**

Consideration of the authorization of the Executive Director to execute an agreement with the City of Amarillo for Community Development Block Grant funds to support the provision of child care services in Amarillo.

13. **CHILD CARE LOCAL INITIATIVE FUNDING AGREEMENT**

Consideration of the authorization of the Executive Director to execute an agreement with the City of Amarillo for Community Development Block Grant funds to partially support the delivery of meals to qualified senior citizens and disabled persons in the City of Amarillo.

14. **WORKFORCE DEVELOPMENT: WORKFORCE SOLUTIONS PANHANDLE CHILD CARE SERVICES PROGRAM PRESENTATION & DISCUSSION**

PRPC Workforce Staff and Executives from Workforce Solutions Panhandle will provide a briefing on childcare program availability, guidelines, monitoring, enforcement, and requirements leading into a Board discussion on the topic.

15. **FY22 PANHANDLE CRIMINAL JUSTICE ADVISORY COMMITTEE BYLAWS APPROVAL**

Consideration of the approval of the FY2022 Grant Program Operating Procedures (Bylaws) for the Planning Commission's Regional Criminal Justice Advisory Committee.

16. **PANHANDLE REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE FY2022 GRANT PROGRAM OPERATING PROCEDURES APPROVAL**

Consideration of the approval of the FY2022 Grant Program Operating Procedures (bylaws) for the Planning Commission's Regional Emergency Management Advisory Committee.

17. **FY22 REGIONAL AUTOMATED FINGERPRINT IDENTIFICATION SYSTEM (AFIS) EQUIPMENT DISTRIBUTION**

Consideration of the plan for the distribution of AFIS equipment within the Panhandle Region.

18. **LOCAL PROJECT MANAGEMENT SERVICES INTERLOCAL CONTRACT – U.S ECONOMIC DEVELOPMENT ADMINISTRATION**

Consideration of the authorization of the Executive Director to execute an interlocal contract with the City of Dumas for the Planning Commission to provide Economic Development Administration project management services.

19. **LOCAL PROJECT MANAGEMENT SERVICES INTERLOCAL CONTRACT – AMERICAN RESCUE PLAN FUNDING**

Consideration of the authorization of the Executive Director to execute an interlocal contract with the Hall County for the Planning Commission to provide American Rescue Plan project management services.

20. **2022-2024 ECONOMIC DEVELOPMENT DISTRICT PLANNING GRANT APPLICATION SUBMISSION**

Consideration of the authorization of the Executive Director to submit application to the Economic Development Administration for the continuation of the PRPC's role as the region's Economic Development District for a three-year period.

21. **INTERLOCAL AGREEMENT – SWISHER COUNTY ENVIRONMENTAL REVIEW SERVICES**

Consideration of the authorization of the Executive Director to execute an interlocal contract with the Swisher County to conduct environmental review activities.

22. **INTERLOCAL AGREEMENT – APPLICATION DEVELOPMENT SERVICES FOR COURTHOUSE RESTORATION THROUGH THE TEXAS HISTORICAL COMMISSION**

Consideration of the authorization of the Executive Director to execute an interlocal contract with Donley County for application development services related to the submission of a project to the Texas Historical Commission for Courthouse Restoration.

23. **ACCEPTANCE OF COMMUNITY AND ECONOMIC DEVELOPMENT ASSISTANCE FUNDS (CEDAF) THROUGH THE TEXAS DEPARTMENT OF AGRICULTURE**

Consideration of the authorization of the Executive Director to execute a contract with the Texas Department of Agriculture for CEDAF program to provide Community and Economic Development assistance in the Region.

24. **MISCELLANEOUS NON-ACTION INFORMATION ITEMS**

- A. Comments from the Executive Director.
- B. PRPC Board Member execution of 2021-2022 membership dues solicitation letters.
- C. Announcement of the appointment of the Planning Commission's 2021 – 2022 Board of Directors' Executive Committee by Chairman Looten.
- D. Announcement of the appointment of the Planning Commission's 2021 – 2022 Board of Directors' Audit Committee by Chairman Looten.
- E. Announcement of the designation of a voting delegate and three alternate voting delegates to the Texas Association of Regional Councils Board of Directors by Chairman Looten.
- F. Discussion of regular meeting dates and times for the 2021 – 2022 Planning Commission Board of Directors.
- G. Report (as available) of the results of a draft report issued by the State Auditor's Office in October, 2021 on the Regional Planning Commissions in Texas – Kyle Ingham, Executive Director.
- H. Report on the following recent Planning Commission sponsored regional meetings:
 - October 6th – Regional Services Panhandle Regional Emergency Management Advisory Committee meeting
 - October 14th – Local Government Services Region 1 Flood Planning Committee meeting
 - October 20th – Regional Services Criminal Justice Advisory Committee meeting
- I. Announcement of tentatively scheduled Planning Commission sponsored regional meetings:
 - November 10th – Local Government Services Region 1 Flood Planning Committee Meeting
 - November 10th – Regional Services Panhandle Regional Emergency Management Advisory Committee meeting
 - November 19th – Regional 9-1-1 Advisory Board Meeting

25. **CLOSED SESSION – PERSONNEL MATTERS**

Consideration of convening a closed session of the Board of Directors to discuss the performance and employment of the Executive Director as provided for under Texas Government Code, Chapter 551, Section 551.074

26. **RECONVENE PUBLIC SESSION**

Reconvene public session and consider action, if any, regarding the performance and employment of the Executive Director.

27. **ADJOURNMENT**

***LOCAL GOVERNMENT CODE**
TITLE 5. MATTERS AFFECTING PUBLIC OFFICERS AND EMPLOYEES
CHAPTER 176. DISCLOSURE OF CERTAIN RELATIONSHIPS WITH LOCAL GOVERNMENT
OFFICERS; PROVIDING PUBLIC ACCESS TO CERTAIN INFORMATION

Sec. 176.003. CONFLICTS DISCLOSURE STATEMENT REQUIRED. (a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

(1) the vendor enters into a contract with the local governmental entity or the local governmental entity is considering entering in to a contract with the vendor; and

(2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, that exceeds \$2,500 during the 12-month period preceding the date that the officer become aware that:

(i) a contract between the local governmental entity and vendor has been executed; or

(ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

(i) a contract between the local governmental entity and vendor has been executed; or

(ii) the local governmental entity is considering entering into a contract with the vendor; or

(C) has a family relationship with the local government officer.

PUBLIC NOTICE

This notice complies with Texas Government Code Chapter 551, Open Meetings Act, Section 551.041 (Notice of Meeting Requirements); Section 551.043 (Time and Accessibility of Notice Requirements); and Section 551.053 (Notice Requirements of a Political Subdivision Extending into Four or More Counties). The notice has been filed at least 72 hours before the scheduled time of the meeting with the Secretary of State's Office, the Potter County Clerk's Office and has been posted in the Administrative Office of the Panhandle Regional Planning Commission.

Posted this **21st day of October, 2021** at 415 South West Eighth Avenue, Amarillo, Texas, at **10:00 a.m.**



DeShayne Hall