

**PANHANDLE REGIONAL PLANNING COMMISSION
BOARD OF DIRECTORS**

Minutes

April 28, 2016

The regular meeting of the Board of Directors of the Panhandle Regional Planning Commission was held on Thursday, April 28, 2016, at 1:30 p.m. in the PRPC Board Room, 415 South West Eighth Avenue, Amarillo, Potter County, Texas.

Mayor Pro-Tem Kerry Symons, Secretary/Treasurer, presided.

MEMBERS PRESENT:

- Brian Gillispie, Mayor, City of Spearman
- Bob Gober, Councilman, City of Canadian
- Irene Favila, Hereford
- Ronnie Gordon, Hartley County Judge
- Dr. William Hallerberg, Canadian River Municipal Water Authority
- Zelda Lang, Councilwoman, City of Dalhart
- Jay Mayden, Childress County Judge
- Karen Price, Pampa
- Sal Rivera, Sheriff, Castro County
- Winston Sauls, Borger
- Phillip Self, Greenbelt Municipal & Industrial Water Authority
- Kerry Symons, Mayor Pro-Tem, City of Perryton
- Nancy Tanner, Potter County Judge
- Ricky White, Mayor, City of Friona

MEMBERS ABSENT:

- Don Allred, Oldham County Judge
- Juan Cantu, Lipscomb County Commissioner
- Cleo Castro, Cactus
- Paul Harpole, Mayor, City of Amarillo
- Saul Hernandez, Amarillo
- Ernie Houdashell, Randall County Judge
- John Howard, M.D., Donley County Judge
- John James, Collingsworth County Judge
- Harold Keeter, Swisher County Judge
- Dan Looten, Carson County Judge
- Wayne Nance, Briscoe County Judge
- Walter "Four" Price, Texas State Representative, District 87
- Amelia Salazar, Palisades Village

STAFF PRESENT: Mr. Kyle Ingham, Local Government Services Program Director; Ms. Lori Gunn, Regional Services Program Specialist; Mr. Mike Peters, Regional 9-1-1 Network Director; Ms. Sundee Rossi, Area Agency on Aging Coordinator; Ms. Cindy Boone, CPA, Finance Director; Ms. Rebecca Rusk, Executive Assistant; Mr. Gary Pitner, Executive Director

OTHERS PRESENT: Mr. Paul Simpson, Congressman Mac Thornberry's Office

1. CALL TO ORDER

Mayor Pro-Tem Kerry Symons called the meeting to order and noted that a quorum was present.

2. INVOCATION

Mayor Pro-Tem Kerry Symons gave the invocation.

3. MINUTES

Mayor Ricky White moved to approve the minutes from the meeting held on March 24, 2016, as received. Sheriff Sal Rivera seconded the motion; the motion carried by unanimous vote.

4. VOUCHERS

Judge Ronnie Gordon moved to approve the vouchers for the month of March, 2016. Mr. Winston Sauls seconded the motion; the motion carried by unanimous vote.

5. PRPC INVESTMENT FUNDS QUARTERLY REPORT

Ms. Cindy Boone, CPA, stated that the stated that pursuant to the Public Funds Investment Act, which was passed by the Texas Legislature in 1987 and amended in 1995 and 1997, PRPC adopted written investment policies on August 23, 1996 for funds under our control. In accordance with this Act, the investment officer of PRPC, which is the Finance Director, is required to submit to the Board of Directors a quarterly report of investment transactions. Ms. Boone presented the report for the period of January 1, 2016 through March 31, 2016.

Mayor Brian Gillispie moved to accept the PRPC's Investment Funds Quarterly Report for the period ended March 31, 2016, as presented. Dr. Bill Hallerberg seconded the motion; the motion carried by unanimous vote.

6. PANHANDLE REGIONAL 9-1-1 NETWORK QUARTERLY PERFORMANCE REPORT

Mr. Mike Peters stated that as stipulated in the agreement between Panhandle Regional Planning Commission and the Commission on State Emergency Communications (CSEC), the Panhandle 9-1-1 Network must establish and accomplish certain goals and objectives. In order to check progress throughout the year, we are required to submit to CSEC a quarterly performance report that includes 9-1-1 call volumes, monitoring results, network outage reports, system testing, and the status of equipment replacement. The following items make up the key points of the FY16 Q2 performance report covering December, January and February.

- 15 Public Service Answering Points (PSAPs) were monitored with no findings.
- 2,807 network test calls were made by PSAP staff and PRPC employees.
- The program experienced three outages during this period due to power issues at a local telephone central office.
- There were 62,833 9-1-1 calls, of which 87% were wireless.

Councilwoman Zelda Lang moved to accept the Panhandle Regional 9-1-1 Network's FY2016 Second Quarter Performance Report as presented. Councilman Bob Gober seconded the motion; the motion carried by unanimous vote.

7. LOCAL PROJECT MANAGEMENT SERVICES INTERLOCAL CONTRACT

Mr. Kyle Ingham reminded the Board that PRPC staff assists cities with the development of Master Parks Plans and applications to Texas Parks & Wildlife under their available grant programs. One of the programs that is new to the Parks & Wildlife portfolio is the Small Communities Program. In an attempt to explore this program the City of Gruver utilized Local Government Services help and sought assistance for the establishment of concrete walking trails and associated lighting at their main city park under the program. Last month the City of Gruver received notice that their application had been funded. The City has been awarded \$74,000 for the construction of the concrete walking path and lighting with a 1-1 match requirement. The City anticipated paying \$10,000 in administrative services to implement the project and has subsequently requested that PRPC be contracted through an interlocal agreement to provide the project administration associated with the Texas Parks and Wildlife. Project administration will entail the following responsibilities for PRPC staff:

1. Preparation of all reporting documentation
2. Service as point of contact
3. Preparation and submission of newspaper postings
4. Preparation of fund reimbursement documentation
5. Assist with bid openings
6. Assist with project close-out

Sheriff Sal Rivera moved to authorize the Executive Director to execute an interlocal cooperation contract with the City of Gruver for the Planning Commission to provide management services related to the City's Texas Parks and Wildlife Project. Dr. Bill Hallerberg seconded the motion; the motion carried by unanimous vote.

8. FOOD NET PROGRAM FUNDING AGREEMENT

Ms. Sundee Rossi reminded the Board that in 2004, the Area Agency on Aging (AAA) began administering a program named "Nutrition for Experienced Texans" and is referred to as the Food NET. The Food NET program provides seniors in the Amarillo community with a nutritious meal, and an opportunity for socialization whether at the congregate site or through visits from the home delivered meal drivers.

This nutrition program is dependent not only on the funds received from the AAA, but also funds from the United Way of Amarillo and Canyon and the City of Amarillo Community Development Block Grant Program. In November 2015, the AAA submitted an application to the United Way of Amarillo and Canyon for \$150,000. In March 2016, the United Way of

Amarillo and Canyon notified us that the grant award would be \$110,000 for their fiscal year beginning on April 1, 2016 and ending on March 31, 2017.

The AAA proposes that the Executive Director sign the funding agreement for \$110,000 with the United Way of Amarillo and Canyon. This funding will allow Food NET to continue serving the nutritionally at-risk, low and moderate-income elderly and disabled adults residing in Potter and Randall counties

Judge Nancy Tanner moved to authorize the Executive Director to execute an agreement with the United Way of Amarillo and Canyon for funds to partially support the delivery of meals to qualified nutritionally at risk elderly and disabled adults residing in Potter and Randall Counties. Mayor Brian Gillispie seconded the motion; the motion carried by unanimous vote.

9. FY2017 REGIONAL CRIMINAL JUSTICE ASSISTANCE PROGRAM – JUSTICE ASSISTANCE GRANT PROJECT APPROVAL AND PRIORITIZATION

Ms. Lori Gunn explained that each year the Office of the Governor’s Criminal Justice Division (CJD) contracts with the PRPC to facilitate the distribution of the following Criminal Justice Assistance grant funds:

- **JAG (Edward Byrne Memorial Justice Assistance Grant Program)**
 - US Congressionally Appropriated through the US Department of Justice
- **JJDP – (Juvenile Justice & Delinquency Prevention Act of 2002)**
 - Texas State 421 Funds; and
 - US Congressionally Appropriated
- **VOCA – (Victims of Crime Act of 1984 & 2005)**
 - US Congressionally Appropriated
- **VAWA – (Violence Against Women Act of 2005)**
 - US Congressionally Appropriated

Ms. Gunn reported that CJD received seven grant applications under the JAG and two grant applications under JJDP category from the Panhandle Region. The CJAC met on March 30th to hear oral presentations and prioritize applications under the JAG and JJDP categories. CJD received four grant applications under the VOCA and two grant applications under the VAWA category. The CJAC met on April 12th to hear oral presentations and prioritize application for the Victim Services categories. Ms. Gunn explained that each fund would be discussed with the Board in separate agenda items for the Board’s consideration. She presented the JAG applications as follows:

**FY 2017 CJAC Justice Assistance Grant Applications
Regional Budget Expectation (RBE) - \$353,870.00**

| | Applicant | Project Title | Funds Requested | Funds Recommended |
|--|---|--|------------------------|--------------------------|
| #1 | Donley County | Highway Safety | \$75,711.00 | \$88,306.72 |
| #2 | Canyon Police Department | Technology Enhancement Project | \$30,000.00 | \$42,595.72 |
| #3 | Panhandle Police Department | School Security Upgrades | \$10,193.18 | \$23,527.90 |
| #4 | Hereford Police Department | Criminal Justice Enforcement, Detection & Protection | \$61,000.00 | \$73,595.72 |
| #5 | Pampa Police Department | Police Video Improvement | \$18,532.50 | \$31,128.22 |
| #6 | Randall County District Attorney’s Office | Auto Grant | \$62,500.00 | \$70,000.00 |
| #7 | Spearman Police Department | Police Equipment | <u>\$12,120.00</u> | <u>\$24,715.72</u> |
| Total FY 2017 Funding Requested | | | \$270,056.68 | |
| TOTAL FY 2017 FUNDING RECOMMENDED: | | | | \$353,870.00 |
| Difference between Funds Recommended and RBE: | | | | \$ 0.00 |

Ms. Irene Favila moved to approve the prioritized list of Justice Assistance (Edward Byrne Memorial Justice Assistance Grant Program) grant applications from the Panhandle region, as presented, to the Criminal Justice Division of the Governor’s Office. Dr. Bill Hallerberg seconded the motion; the motion carried by unanimous vote, with Mayor Brian Gillispie abstaining.

10. **FY2017 REGIONAL CRIMINAL JUSTICE ASSISTANCE PROGRAM – JUVENILE JUSTICE AND DELINQUENCY PREVENTION ACT PROJECT APPROVAL AND PRIORITIZATION**

Ms. Lori Gunn presented the Juvenile Justice and Delinquency Prevention Act projects as follows:

**FY 2017 CJAC JJDP Grant Applications
Regional Budget Expectation (RBE) - \$92,783.00**

| | Applicant | Project Title | Funds Requested | Funds Recommended |
|----|------------------|---|------------------------|--------------------------|
| #1 | Swisher County | Swisher County Communities in Schools | \$22,000.00 | \$42,113.40 |
| #2 | Canyon ISD | Program to Divert Juvenile Delinquency Due to Drugs & Alcohol | <u>\$35,669.60</u> | <u>\$50,669.60</u> |
| | | Total FY 2017 Funding Requested | \$57,669.60 | |
| | | TOTAL FY 2017 FUNDING RECOMMENDED: | | \$92,783.00 |
| | | Difference between Funds Recommended and RBE: | | \$ 0.00 |

Judge Ronnie Gordon moved to approve the prioritized list of Juvenile Justice and Delinquency Prevention Act grant applications from the Panhandle region, as presented, to the Criminal Justice Division of the Governor's Office. Mayor Ricky White seconded the motion; the motion carried by unanimous vote.

11. **FY2017 REGIONAL CRIMINAL JUSTICE ASSISTANCE PROGRAM – VICTIMS OF CRIME ACT PROJECT APPROVAL AND PRIORITIZATION**

Ms. Lori Gunn presented the Victims of Crime Act projects as follows:

**FY 2017 CJAC VOCA Grant Applications
Regional Budget Expectation (RBE) - \$1,555,342.00**

| | Applicant | Project Title | Funds Requested | Funds Recommended |
|----|---------------------------------|--|------------------------|--------------------------|
| #1 | Arrow Child & Family Ministries | Foster Care & Community Therapeutic Services | \$334,625.02 | \$334,625.02 |
| #2 | Potter County | Victims Assistance Program | \$313,180.00 | \$313,180.00 |
| #3 | Deaf Smith County Crisis Center | Advocacy 2017 | \$308,101.76 | \$308,101.76 |
| #4 | Safe Place, Inc. | Victims Assistance | <u>\$361,063.40</u> | <u>\$361,063.40</u> |
| | | Total FY 2017 Funding Requested | \$1,316,970.18 | |
| | | TOTAL FY 2017 FUNDING RECOMMENDED: | | \$1,316,970.18 |
| | | Difference between Funds Recommended and RBE: | | \$ 238,371.82 |

Sheriff Sal Rivera moved to approve the prioritized list of Victims of Crime Act grant applications from the Panhandle region, as presented. The motion further supported the notion of conducting a secondary "vehicle only" competition, using the unallocated balance of RBE funds to cover the cost. Ms. Karen Price seconded the motion; the motion carried by unanimous vote.

12. **FY2017 REGIONAL CRIMINAL JUSTICE ASSISTANCE PROGRAM – VIOLENCE AGAINST WOMEN ACT PROJECT APPROVAL AND PRIORITIZATION**

Ms. Lori Gunn presented the Violence Against Women Act projects as follows:

**FY 2017 CJAC VAWA Grant Applications
Regional Budget Expectation (RBE) - \$83,422.00**

| | Applicants | Project | Requested Funds | Funds Recommended |
|----|---|--|------------------------|--------------------------|
| #1 | PRPC | Regional Victim Services Training & Education | \$76,216.03 | \$76,216.03 |
| #2 | Randall County District Attorney's Office | Prosecutor of Intimate Partner Domestic Violence | <u>\$79,647.20</u> | <u>\$79,647.20</u> |
| | | Total FY 2017 Funding Requested | \$155,863.23 | |
| | | TOTAL FY 2017 FUNDING RECOMMENDED | | \$155,863.23 |
| | | Difference between Funds Recommended and RBE: | | -\$72,441.23 |

Councilman Bob Gober moved to approve the prioritized list of Violence Against Women Act grant applications from the Panhandle region, as presented. The motion further requested that CJD favorably consider funding both projects at the full amounts requested if funding is available. Judge Jay Mayden seconded the motion; the motion carried by unanimous vote.

13. **PRPC BOARD MEMBER RECOGNITION**

Mayor Pro-Tem Kerry Symons presented plaques to retiring Spearman Mayor Brian Gillispie and retiring Dalhart Councilwoman Zelda Lang in recognition of their service on the Planning Commission's Board of Directors.

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

- A. Ms. Lori Gunn announced that the Booker ISD's Kiowa Recycling Center is the recipient of the Texas Commission on Environmental Quality's 2016 Texas Environmental Excellence Award.
- B. Mr. John Kiehl announced a \$500,000 award from the Federal Emergency Management Agency to the Planning Commission for the Regional Safe Room/Tornado Shelter homeowner rebate program
- C. Mr. Gary Pitner reported on the recent and upcoming Planning Commission sponsored regional meetings.

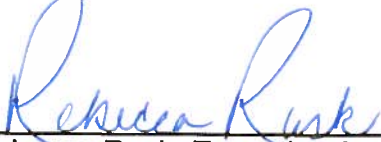
15. **ADJOURNMENT**

There being no further business to come before the Board, the meeting adjourned at 2:15 p.m.



Kerry Symons, Secretary/Treasurer
Panhandle Regional Planning Commission
Board of Directors

ATTEST:



Rebecca Rusk, Executive Assistant
Panhandle Regional Planning Commission