

PANHANDLE REGIONAL PLANNING COMMISSION
BOARD OF DIRECTORS

Minutes

March 25, 2019

The regular meeting of the Board of Directors of the Panhandle Regional Planning Commission was held on Monday, March 25, 2019, at 1:30 p.m. in the PRPC Board Room, 415 South West Eighth Avenue, Amarillo, Potter County, Texas.

Mayor Ricky White presided.

MEMBERS PRESENT:

- Don Allred, Oldham County Judge
- Juan Cantu, Lipscomb County Commissioner
- Cleo Castro, Cactus
- Buster Davis, Mayor, City of Gruver
- Irene Favila, Hereford
- Dr. William Hallerberg, Canadian River Municipal Water Authority
- Ernie Houdashell, Randall County Judge
- Dr. John Howard, Donley County Judge
- John James, Collingsworth County Judge
- Harold Keeter, Swisher County Judge
- Dan Looten, Carson County Judge
- Ginger Nelson, Mayor, City of Amarillo (arrived as Item 7 was being presented)
- Karen Price, Pampa
- Winston Sauls, Borger
- Phillip Self, Greenbelt Municipal & Industrial Water Authority
- Ricky White, Mayor, City of Friona

MEMBERS ABSENT:

- Ronnie Gordon, Hartley County Judge
- Raul Hernandez, Amarillo
- Jay Mayden, Childress County Judge
- Wayne Nance, Briscoe County Judge
- Walter "Four" Price, Texas State Representative, District 87
- Sal Rivera, Sheriff, Castro County
- Amelia Salazar, Alderwoman, Palisades Village
- Tobe Shields, Mayor, City of Spearman
- Pat Sims, Mayor, City of Dumas
- Kerry Symons, Mayor, City of Perryton
- Nancy Tanner, Potter County Judge

STAFF PRESENT: Mr. Dustin Meyer, Local Government Service Program Director; Mr. John Kiehl, Regional Services Director; Ms. Lori Gunn, Regional Services Program Coordinator; Ms. Heather Reid, Workforce Development Contract/Accounting Manager; Ms. Leslie Hardin, Workforce Development Program Coordinator; Ms. Sundee Rossi, Area Agency on Aging Operations Coordinator; Ms. Renee Boehning, Finance Director; Ms. Rebecca Rusk, Executive Assistant; Mr. Kyle Ingham, Executive Director

OTHERS PRESENT: Ms. Carol Faulkenberry, Texas Department of Agriculture; Mr. Paul Fleming, CPA, Edgin, Parkman, Fleming and Fleming, PC

1. CALL TO ORDER

Mayor Ricky White called the meeting to order and noted that a quorum was present. No conflict disclosure issues pursuant to Local Government Code Chapter 176 were noted by Board members related to action items on today's agenda.

2. INVOCATION

Mayor Ricky White gave the invocation.

3. MINUTES

Dr. Bill Hallerberg moved to approve the minutes from the meeting held on February 28, 2019, as received. Mr. Winston Sauls seconded the motion; the motion carried by unanimous vote.

4. VOUCHERS

Judge John James moved to approve the vouchers for the month of February, 2019. Judge Harold Keeter seconded the motion; the motion carried by unanimous vote.

5. **2018 AUDIT PRESENTATION AND ACCEPTANCE**

Ms. Renee Boehning and Mr. Paul Fleming, CPA with Edgin, Parkman, Fleming and Fleming, PC, presented the Planning Commission's Comprehensive Annual Financial Report for the period ending September 30, 2018.

Judge Don Allred moved to accept the Panhandle Regional Planning Commission's Comprehensive Annual Financial Report for the 12 month period ended September 30, 2018. Commissioner Juan Cantu seconded the motion; the motion carried by unanimous vote.

6. **CHILD CARE FUNDING APPLICATION**

Ms. Leslie Hardin stated that for the fiscal year ending September 30, 2019, the City of Amarillo committed \$80,000 in Community Development Block Grant (CDBG) funds through a competitive grant under the City's Consolidated Plan for Housing and Community Development to purchase child care services for 160 children from low-income families in Amarillo.

A portion of the State's annual allocation through the Texas Workforce Commission to the Panhandle for child care programs is contingent upon our ability to secure local matching funds. For several years, a significant amount of these matching funds has been secured through the CDBG grant allowing us to access, at a ratio of approximately two federal dollars for each local dollar, \$159,059 in federal child care matching dollars. This means that the CDBG award has brought a combined amount of \$239,059 to our area for the current year.

Ms. Hardin stated that there are currently 2,254 children in Amarillo being served using all of the funding available through the Workforce Development system. The Planning Commission proposes to again submit an application to the City of Amarillo for \$80,000 in CDBG funds for the coming year, which would once more allow us to use these funds and access federal child care resources to serve eligible children as described above. Mayor Buster Davis moved to authorize the submission of an application to the City of Amarillo for Community Development Block Grant Funds to partially support the delivery of child care services in Amarillo. Judge Harold Keeter seconded the motion; the motion carried by unanimous vote.

7. **FOOD NET PROGRAM FUNDING APPLICATION**

Mayor Ginger Nelson arrived at the Board meeting as this item was being presented. Mayor Nelson noted she will refrain from voting on this item.

Ms. Sundee Rossi stated that the City of Amarillo has in the past several years provided the Area Agency on Aging of the Panhandle (AAA) notice of the opportunity to re-apply for Community Development Block Grant (CDBG) funds. The AAA uses these funds to expand the Food NET program, which serves congregate and home delivered meals to older and disabled individuals in Amarillo and Canyon. The CDBG grant can only be used to support home delivered meals within the Amarillo city limits. The AAA anticipates being notified of the opportunity to reapply for this funding in the next month, and the AAA plans to submit an application in the amount of \$25,000 to continue serving home delivered meals to the nutritionally at-risk, low and moderate income older and disabled individuals in Amarillo.

Mayor Buster Davis moved to authorize the submission of an application to the City of Amarillo for Community Development Block Grant Funds to partially support the delivery of meals to qualified individuals in need in Amarillo. Ms. Irene Favila seconded the motion; the motion carried by unanimous vote, with Mayor Ginger Nelson abstaining.

8. **FY2019 STATE HOMELAND SECURITY PROGRAM PROJECT PRIORITIZATION APPROVAL**

Mr. John Kiehl informed the Board that the Panhandle Regional Emergency Management Advisory Committee (PREMAC) met on March 20 to review and prioritize the ten applications submitted for consideration of funding under the Panhandle's FY19 State Homeland Security Program (SHSP) grants program. Mr. Kiehl also presented the criteria of the PREMAC's Risk-Informed Methodology, FEMA's LETPA requirements and provided the Board with an estimate of the region's FY19 allocation.

Mr. Kiehl informed the Board that the PREMAC members felt that all projects, with the exception of the Kilgore College proposal, would have regional value and therefore, wanted to see as many of them funded as possible. To accommodate that objective, the committee reviewed the project budgets to find costs that could be reduced without impairing project

impact should the region's FY19 SHSP allocation not be great enough to fund them all at their originally requested amounts.

The PREMAC, by consensus, developed the following FY19 SHSP project prioritization recommendations; which included general guidance to direct the modification of project costs should the region's final FY19 SHSP allocation not be sufficient to fund the first nine (9) projects as originally proposed.

| Project Title | Final Rank | Original Request | Modified Amount |
|--|------------|------------------|-----------------|
| FY19 Regional PANCOM M&O Project ¹ | 1 | \$255,000.00 | \$242,500.00 |
| FY19 Regional Planning & Coordination Project | 2 | \$104,500.00 | \$104,500.00 |
| FY19 PARIS Maintenance Project | 3 | \$62,000.00 | \$62,000.00 |
| FY19 Regional Bomb Squad Suits ² | 4 | \$84,208.00 | \$80,000.00 |
| FY19 Non-EMPG Emergency Operations Plan Update Project | 5 | \$51,710.00 | \$51,710.00 |
| FY19 Regional CIKR Modeling Program ³ | 6 | \$88,107.00 | \$80,505.00 |
| FY19 Regional Handheld Tactical Radar System ⁴ | 7 | \$54,623.00 | \$51,893.00 |
| FY19 Regional Heavy Rescue Team Shoring Equipment ⁵ | 8 | \$28,569.00 | \$27,141.00 |
| FY19 Regional Heavy Rescue Team Training ⁶ | 9 | \$8,421.00 | \$8,000.00 |
| Anti-Terrorism Training for Law Enforcement Officers (PRPC) | 10 | \$215,722.58 | \$215,722.58 |

¹ – This past year, PRPC received permission from the State to retain the proceeds from the sale of the PANCOM truck for future PANCOM costs. Those funds will be applied here in order to allow more funding for “bubble” projects.

² – Eliminated the 5% M&A costs from the project budget.

³ – Eliminated the 5% M&A costs and the cost of a laptop from the project budget.

⁴ – Eliminated the 5% M&A costs from the project budget.

⁵ – Eliminated the 5% M&A costs from the project budget.

⁶ – Eliminated the 5% M&A costs from the project budget.

Mr. Kiehl reported that in addition to the above FY19 project prioritization list, the PREMAC included a recommendation that should the region's FY19 SHSP allocation not be sufficient to cover the originally-proposed costs of the first nine projects, that the project budgets be modified as agreed to by the committee. Because it will have no value to the region, they also made a recommendation which included a statement that no funding whatsoever be provided to support the Anti-Terrorism Training for Law Enforcement Officers (PRPC) project proposed by Kilgore College. The PREMAC's final recommendation was that the prioritized list and funding instructions be forwarded to the PRPC Board of Directors for consideration of approval.

Mayor Buster Davis moved to approve the PREMAC's FY19 State Homeland Security Program project prioritizations and all recommendations as presented and authorize the PRPC staff to submit the list to the Homeland Security Grants Division of the Governor's Office by the March 31, 2019, deadline. Judge Harold Keeter seconded the motion; the motion carried by unanimous vote, with Judge Ernie Houdashell and Mayor Ginger Nelson abstaining.

9. FY2019 JUSTICE ASSISTANCE GRANT PROGRAM APPLICATION

Ms. Lori Gunn reminded the Board that each year the Office of the Governor's Criminal Justice Division (CJD) contracts with PRPC to facilitate the distribution of funds under the following funding blocks for the Panhandle Region:

- Edward Byrne Justice Assistance Grant (JAG)
- Juvenile Justice & Delinquency Prevention Act (JJDP)
- Victims of Crime Act of 1984 (VOCA)
- Violence Against Women Act of 2013 (VAWA)

On December 21, 2019 the Funding Announcement for these funding blocks was sent to all eligible entities. During our January strategic planning meetings, PRPC was told repeatedly that more training would be beneficial, especially cross-training for all stakeholders in the criminal justice system. Some issues have continued to plague the region and continue to come up at strategic planning meetings and in surveys. Those gaps include family violence, mental health and substance abuse.

PRPC staff is proposing to address the training needs through the Specialized Criminal Justice Gap Training Project. This project would orchestrate regional training for professionals involved in law enforcement, courts, prosecution, Judges, dispatchers and victim service agencies. PRPC will contract with Amarillo College's Criminal Justice Department to coordinate the regional training event. Amarillo College will secure professional trainers to address the training needs the region has.

Ms. Gunn stated that Board approval of a resolution would allow PRPC staff to continue working with CJD on this grant application.

Judge John Howard moved to pass a resolution authorizing the submittal of a grant application in the amount of \$29,950.00 to the Criminal Justice Division of the Governor's Office under JAG for the Specialized Criminal Justice Gap Training Project.

10. **REGIONAL LAW ENFORCEMENT TRAINING ACADEMY GRANT PROGRAM APPLICATION**

Ms. Lori Gunn informed the Board that State funds for regional law enforcement training programs are authorized under Section 102.056 of the Texas Code of Criminal Procedure and Section 772.006 of the Texas Government Code. The source of these funds is from monies collected through court costs and fees. The Texas Legislature does not have a specific allocation for law enforcement training academies, typically the State Fund 421 funds have been used to support regional law enforcement training programs.

Beginning in 2013 CJD asked Councils of Government to submit a 2-year grant rather than a new program application each year. CJD has continued the request for a 2-year grant since. CJD is accepting applications for law enforcement training grant applications for FY 2020-2021 with a submission deadline of April 30th. PRPC is in the process of drawing up the application for submittal ahead of the deadline.

Ms. Gunn stated that in previous years we paid for in-service training on a contract hour basis; since 2015 we have taken a new approach where we pay only the proportion of the class costs equal to the percentage of PRPC-paid officers in each class. This approach has given us the opportunity to provide more training hours with the funds available.

With the 2020-2021 Regional Law Enforcement training application, PRPC has been advised by CJD that the funding amount will mirror the FY 2018-2019 contract. The amount for each year of the 2-year grant period will be \$116,656.47.

As has been done for the past many years, the 2020-2021 Panhandle Regional Law Enforcement Training Program would include Basic Law Enforcement Training, In-Service Training and Advanced Specialized Training. Every August, in advance of the new school year, PRPC staff will meet with the staff from Amarillo College to negotiate the annual training contract. AC has operated the Panhandle Regional Law Enforcement Training Academy (PRLEA) for the 48 years that it has existed and the contract has to be renewed each year to account for any changes in tuition costs. PRPC staff will present the 2020 PRLEA contract to you for your consideration later this year at which time we will know how much of a positive impact this funding will have on the level of training services we'll be able to procure in 2020.

In order to submit the 2020-2021 grant application to CJD, a resolution must be passed by the PRPC Board of Directors.

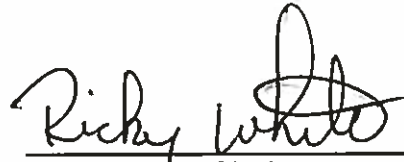
Ms. Irene Favila moved to pass a resolution authorizing the submittal of a grant application in the amount of \$233,312.95 to the Criminal Justice Division of the Governor's Office for the continued operation of the Panhandle Regional Law Enforcement Training Academy for fiscal years 2020 and 2021. Mr. Cleo Castro seconded the motion; the motion carried by unanimous vote.

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

- A. Mr. Kyle Ingham updated the Board on the status of the Workforce Development building search.
- B. Mr. Kyle Ingham reported on the recent and upcoming Planning Commission sponsored regional meetings.

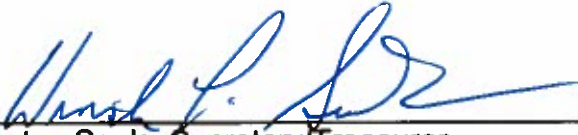
12. **ADJOURNMENT**

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



Ricky White, Chairman
Panhandle Regional Planning Commission
Board of Directors

ATTEST:



Winston Sauls, Secretary/Treasurer
Panhandle Regional Planning Commission
Board of Directors