

PANHANDLE REGIONAL PLANNING COMMISSION

BOARD OF DIRECTORS

Minutes

September 26, 2019

The regular meeting of the Board of Directors of the Panhandle Regional Planning Commission was held on Thursday, September 26, 2019, at 4:30 p.m. in the Sanborn Rooms B & C of the Embassy Suites Amarillo Downtown Hotel, 550 S. Buchanan Street, Amarillo, Potter County, Texas.

Mayor Ricky White presided.

**MEMBERS PRESENT:**

- 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
- Raul Hernandez, Amarillo
- 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
- Winston Sauls, Borger
- Tobe Shields, Mayor, City of Spearman
- Pat Sims, Mayor, City of Dumas
- Kerry Symons, Mayor, City of Perryton
- Ricky White, Mayor, City of Friona

**MEMBERS ABSENT:**

- Don Allred, Oldham County Judge
- Ronnie Gordon, Hartley County Judge
- Ernie Houdashell, Randall County Judge
- Jay Mayden, Childress County Judge
- Wayne Nance, Briscoe County Judge
- Karen Price, Pampa
- Walter "Four" Price, Texas State Representative, District 87
- Sal Rivera, Sheriff, Castro County
- Yolanda Robledo, Alderwoman, City of Bovina
- Nancy Tanner, Potter County Judge
- Phillip Self, Greenbelt Municipal & Industrial Water Authority

**STAFF PRESENT:** Mr. Dustin Meyer, Local Government Service Program Director; Ms. Paige Witthar, Community Development Program Specialist; Mr. Alex Guerrero, Community Development Program Specialist; Mr. Mike Peters, Regional 9-1-1 Network Director; Ms. Melissa Carter, Area Agency on Aging Director; Mr. Marin Rivas, Workforce Development Director; Ms. Emily Nolte, Regional Emergency Management Planning Program Coordinator; Mr. Trent Taylor, Finance Director; Ms. Rebecca Rusk, Executive Manager; Mr. Kyle Ingham, Executive Director

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**

Mayor Kerry Symons moved to approve the minutes from the meeting held on August 29, 2019, as received. Mayor Pat Sims seconded the motion; the motion carried by unanimous vote.

4. **VOUCHERS**

Ms. Irene Favila moved to approve the vouchers for the month of August, 2019. Mr. Winston Sauls seconded the motion; the motion carried by unanimous vote.

**5. RESOLUTION THANKING COMPTROLLER GLENN HEGAR**

Mayor Kerry Symons moved to pass a resolution thanking Texas State Comptroller Glenn Hegar for serving as the keynote speaker at the Panhandle Regional Planning Commission's 2019 Annual Meeting. Judge Dan Looten seconded the motion; the motion carried by unanimous vote.

**6. PANHANDLE REGIONAL 9-1-1 NETWORK ADVISORY COMMITTEE APPOINTMENTS**

Mr. Mike Peters stated that the Panhandle Regional 9-1-1 Network Advisory Committee is composed of a representative from each of the region's 22 public-safety answering points and three representatives from the telecommunication industry.

The Procedures and Policies of the Panhandle Regional 9-1-1 Network Advisory Committee requires members to serve staggered three year terms, limited to two consecutive three-year terms. The Committee is designed to provide general guidance and policy direction to the Panhandle Regional 9-1-1 project.

Mr. Peters reported three vacancies exist on the Committee and is recommending the following individuals to serve: Cheryl Phillips, Jail Administrator, Donley County; J.E. (Bo) DeArmond, Moore County Sheriff; and Jennifer Spurlock, Dispatch Supervisor, Sherman County.

In addition, the following individuals are willing to serve a second term: Kristie King, Chief Deputy, Armstrong County; Kent Riley, Collingsworth County Sheriff; Kenneth Eggleston, Lipscomb County Sheriff; and Vicky Groneman, Dispatch Supervisor, Oldham County.

Mayor Buster Davis moved to appoint/re-appoint the individuals as recommended. Commissioner Juan Cantu seconded the motion; the motion carried by unanimous vote.

**7. 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 FY19 Q4 performance report covering June, July and August.

- There were 35,731 9-1-1 calls received from the 22 regional call centers of with 26,316 being wireless or 74%.
- 16 Public Service Answering Points (PSAPs) were monitored with no findings.
- 2,306 Network test calls were made by PSAP staff and PRPC employees.
- The Program experienced one outage as a result of cable damage feeding the City of Panhandle.
- The region received 1,224 text messages during this period, with the vast majority as test texts.

Dr. Bill Hallerberg moved to accept the Panhandle Regional 9-1-1 Network's FY2019 Fourth Quarter Performance Report as presented. Mayor Tobe Shields seconded the motion; the motion carried by unanimous vote.

**8. WORKFORCE DEVELOPMENT PROGRAM: LETTER OF INTENT TO SECURE WORKFORCE DEVELOPMENT FACILITY**

Mr. Marin Rivas reminded the Board that the Texas Workforce Commission has announced its intention to divest itself of ownership of its buildings statewide, which includes the Workforce Solutions Panhandle facility at 1206 S.W. 7th Avenue, in Amarillo.

Over the past several months, a Facility Relocation Workgroup, formed specifically for this project, has met a total of eight times, to develop recommendations for the Board. Through a formal Request for Proposals process, a contract with Mr. Brent Bralley, President of Accord Commercial Realty Services was executed by staff to assist with identifying and securing commercial property from which Workforce Solutions Panhandle will continue to deliver services.

In June, the Workgroup toured the facility formerly utilized by the Sitel Corporation at 4945 Canyon Drive which had been evaluated as the most beneficial to PRPC. In the Workgroup's meeting on August 19<sup>th</sup>, the workgroup agreed to recommend to the Board that the members consider authorizing PRPC to provide a formal Letter of Intent to Lease to the property owner of the facility to allow PRPC, in conjunction with Mr. Bralley, to continue negotiations to work towards development of a Lease.

Shortly before to the August 29<sup>th</sup> meeting of the Board, fluid elements of the negotiations prompted the Executive Director to contact members of the Workgroup who agreed that it was prudent for PRPC to recommend, to the Board in the meeting, to table the provision of a formal Letter of Intent until the September meeting.

During this interim, in meetings on September 3<sup>rd</sup> and September 17<sup>th</sup>, the Workgroup unanimously agreed to recommend to the Board to move past the Letter of Intent and allow the Executive Director to pursue recommendation(s) offered by the Workgroup.

Dr. Bill Hallerberg moved to proceed past the Letter of Intent on the property located at 4945 Canyon Drive in Amarillo, Texas and authorize the Executive Director to pursue other recommendation(s) offered by the Workgroup. Mayor Pat Sims seconded the motion; the motion carried by unanimous vote.

9. **AREA AGENCY ON AGING OF THE PANHANDLE ADVISORY COUNCIL APPOINTMENTS**

Ms. Melissa Carter reminded the Board that according to the Administrative Regulation #38, the membership in the Aging Advisory Council shall consist of no more than 18 members with representation from the following groups: low income elderly, minority elderly, participant elderly, sixty plus individuals, service providers, elected official or their staff representation, disabled and general public. The regulation further requires the PRPC Board of Directors to appoint all council members. The members serve an initial three-year term with the option to renew for one additional three-year term.

Ms. Carter stated that vacancies exist at this time and recommended that the following individuals be appointed or re-appointed to serve on the Advisory Committee: Brad White, Jessica Martinez-Garcia, Shannon Skiles and Ludell Hill.

Ms. Irene Favila moved to appoint/re-appoint the recommended individuals to serve on the Area Agency on Aging's Advisory Council. Mayor Tobe Shields seconded the motion; the motion carried by unanimous vote.

10. **FOOD NET PROGRAM FUNDING APPLICATION**

Ms. Melissa Carter 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 our community with a nutritious meal, and an opportunity for socialization whether at the congregate site or through visits from the home delivered meal drivers. The program aides in the seniors ability to remain independent in the community and affords them a continued quality of life.

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. The United Way of Amarillo and Canyon operates on a funding cycle that begins April 1 and ends on March 31 of each year.

The AAA proposes to submit an application to the United Way of Amarillo and Canyon with a request of \$130,000.00. 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.

Mr. Raul Hernandez moved to authorize the submittal of an application to the United Way of Amarillo and Canyon in the amount of \$130,000 to partially support the delivery of meals to qualified individuals in need in Amarillo and Canyon. Mr. Winston Sauls seconded the motion; the motion carried by unanimous vote.

11. **TEXAS MEDICARE PATROL PROGRAM FUNDING AGREEMENT RENEWAL**

Ms. Melissa Carter stated that the Senior Medicare Patrol program helps seniors understand healthcare programs, which in turn helps them protect themselves from Medicare fraud, error and abuse. The Program is federally funded by the Administration for Community Living. In Texas, the Senior Medicare Patrol grant is a program of the Better Business Bureau Education Foundation. The BBB Education Foundation is a 501c3 charitable foundation of the Better Business Bureau of Greater Houston.

In 2002, the BBB Education Foundation was awarded the SMP grant to cover the Greater Houston area. In 2008, this grant was expanded to cover the whole state of Texas. The Texas SMP covers the state through partnerships with organizations including various Area Agencies on Aging. In 2013 the Houston BBB approached the Panhandle Area Agency on Aging (PAAA) to offer this service in the Panhandle region as it has never been covered before.

Texas SMP volunteers use their time and experience to help their peers protect their identity, read their Medicare Summary Notices and avoid getting taken by scammers. They work one-on-one with beneficiaries and their caregivers, give presentations to groups and represent the SMP at events. Last month, the Better Business Bureau Education Foundation approached PAAA about renewing this program for the Texas Panhandle. They offered \$20,000 to the PAAA to help fund a part time SMP employee.

Judge Dan Looten moved to authorize the Executive Director to execute a funding agreement renewal with the Better Business Bureau Education Foundation for funds to support the delivery of Medicare fraud prevention services by the Area Agency on Aging of the Panhandle. Judge John James seconded the motion; the motion carried by unanimous vote.

## **12. AGING AND DISABILITY RESOURCE CENTER INTERLOCAL AGREEMENT**

Ms. Melissa Carter stated that the Aging and Disability Resource Center (ADRC) initiative is a collaborative effort led by the Administration for Community Living (ACL). ACL brings together the Department of Health and Human Services Office on Disability, the Administration on Aging, Centers for Medicare & Medicaid Services (CMS) and the Administration for Intellectual and Developmental Disabilities. ACL actively partners with the Veterans Administration as well as the Department of Education. This initiative seeks to streamline access to long-term services and supports (LTSS) for older adults, all persons with disabilities, family caregivers, veterans and LTSS providers.

Earlier this year, the Health and Human Services Commission decided to expand ADRCs and place one in each Area Agency on Aging (AAA) region to ensure statewide coverage. On February 22, 2019, HHSC posted a Request for Procurement (RFP) opportunity to apply for an ADRC. The AAA director called the other 2 HHSC front doors that would be interested in this program to ensure that we would not be submitting competing applications. Texas Panhandle Centers (TPC) did not want to apply and the Panhandle Independent Living Center (PILC) did want to apply. In discussion with the PRPC executive director we decided to support PILC's application. On March 22, 2019, PILC submitted their application. After phone discussions with HHSC in late May 2019 PILC decided to pull their application. By this time, it was too late for the Panhandle AAA to apply. Health and Human Service Commission reached out to North Texas Regional Council of Governments (NorTex) to see if they would continue to cover the Panhandle region. That director stated they just want to focus on their own region. HHSC then contacted South Plains Association of Governments (SPAG) to inquire if they would take on the Panhandle region. Discussions were had between the respective executive directors and agreed for SPAG to cover the Panhandle region.

After careful consideration and discussion between the two organizations it was decided that an interlocal was necessary as SPAG will receive the funding for the Panhandle ADRC. As part of the discussions it was determined that SPAG will hire the individual and that person will be a SPAG employee but SPAG will rent space in the PRPC building. This will require the PRPC and SPAG to enter into an interlocal agreement for SPAG to pay for this service.

Mayor Buster Davis moved to authorize the Executive Director to execute an Interlocal Agreement with the South Plains Association of Governments (SPAG) for the Area Agency on Aging of the Panhandle to deliver outreach/education activities regarding aging and disability services in the Texas Panhandle. Judge John James seconded the motion; the motion carried by unanimous vote.

## **13. OLDER ADULT OPIOIDS GRANT PROGRAM CONTRACT**

Ms. Melissa Carter informed the Board that in June the Office of Aging Services Coordination (ASC) of the Health and Human Services Commission (HHSC) informed the Area Agency on Aging about with a potential funding opportunity through a grant from Substance Abuse and Mental Health Services Administration (SAMHSA) regarding services to address the Opioid epidemic. On August 6, 2019, The Area Agency on Aging (AAA) was given an official notice of funds that HHSC was awarded that grant and offered a contract to provide services for older adults that address opioid misuse and prevention. The project name is Opioid Misuse Prevention for Older Texans. ASC/HHSC released the grant agreement on September 6, 2019.

The AAA proposes to use the proposed \$4,000.00 of funding that will be available from September 1, 2019 through August 31, 2020, for capacity building and collaboration between the AAA, the substance abuse network, and medical professionals in our community. This will be accomplished through public presentations regarding opioid identification, misuse, alternatives and resources for screenings and treatment.

Judge John James moved to authorize the Executive Director to execute a contract with the Health and Human Services Commission for the Area Agency on Aging of the Panhandle to provide services under the Older Adult Opioids Grant Program. Judge Harold Keeter seconded the motion; the motion carried by unanimous vote.

14. **PANHANDLE REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM (PANCOM) TOWER SITE ACQUISITION**

Mr. John Kiehl reminded the Board that last month, Mike Peters presented a proposal to use some regional 9-1-1 funding to partially fund the development of a new PANCOM radio tower site in Lipscomb County. Of course, the microwave radios on the PANCOM towers serve as back-up for the 9-1-1 system. 9-1-1 interruptions from in-ground fiber cuts have for the most part become a thing of the past. Whenever those cuts now occur, 9-1-1 calls are carried by microwave until the fiber cut can be repaired. Thus, the development of this new site is as beneficial to PANCOM as it is the 9-1-1 system.

Two objectives will be hopefully accomplished with this tower project. The first is to provide better radio coverage where the bulk of the County's population lives. The second is to reduce the operational costs of the PANCOM and Regional 9-1-1 systems long-term.

Having done coverage studies, PRPC staff knows where this new tower needs to be physically located for optimal coverage. If we're able to build in that location, we'll also be able to achieve our second objective. We'll be able to shed a fairly expensive annual lease payment by getting off the privately-owned tower we'd be moving from to develop this new site (which is closer to the County's population concentrations). In addition, we'll be able to eliminate another site in Booker that will no longer be needed because this location will provide us with clear radio coverage from Booker east to the State line.

We've been in discussions with individual who owns the property on which we hope to build this new tower. He's supportive of our efforts to improve public safety communications in the County and is quite amenable to allowing us to acquire the 6-acres of land we'll need to build it. However, at this time, he's not sure if he wants to give us a long-term lease on the land or to sell it to us outright. He's discussing the matter with his attorney and has not yet come to a final decision.

Mayor Tobe Shields moved to authorize staff to negotiate the best solution (lease or purchase agreement) for the acquisition of real property in Lipscomb County for the development of a new PANCOM tower site. Mr. Winston Sauls seconded the motion; the motion carried by unanimous vote; with Commissioner Juan Cantu abstaining.

15. **ADMINISTRATIVE SERVICES INTERLOCAL AGREEMENT**

Mr. John Kiehl reminded the Board that over the years, PRPC staff has had the privilege of working with Potter County on some fairly high-profile, important projects. Some of these include the restoration of the Santa Fe Building, the Potter County Courthouse Restoration Project and most recent, the construction of the new Potter County Law Enforcement Complex.

PRPC once again has the opportunity to work the County on another important project; this one, the new Potter County District Courts Building. The County Commissioners' Court will be considering an administrative services agreement with the PRPC at an upcoming meeting.

Mayor Kerry Symons moved to authorize the Executive Director to execute an interlocal agreement with Potter County, pending approval from the Potter County Commissioner's Court, allowing PRPC staff to provide administrative services on the Potter County District Courts Building Project. Mayor Pat Sims seconded the motion; the motion carried by unanimous vote.

16. **ECONOMIC DEVELOPMENT ADVISORY COMMITTEE APPOINTMENTS**

Ms. Paige Witthar stated that the Economic Development Advisory Committee was established to provide general guidance and policy direction to the Economic Development District. Each county designated as distressed under Economic Development Administration (EDA) guidelines has a representative on the Committee. EDAC members provide insight into the specific issues facing their respective counties. Because there is fluctuation in counties deemed to be economically distressed from year-to-year, it has been determined that those counties not listed as economically distressed will have ex-officio members to maintain continuity in the membership of the body. Members serve three-year staggered terms and this year our committee will consist of eighteen active members and six ex-officio members.

All counties are eligible for funding through EDA programs as long as they meet the EDA distressed criteria (unemployment and per capita income) at the time of the project grant application. The makeup of the committee this year will be representatives from the eighteen counties designated as distressed at the time of the renewal of the PRPC Planning Grant application. They include the following counties: Briscoe, Castro, Childress, Collingsworth, Deaf Smith, Donley, Gray, Hall, Hansford, Hartley, Hutchinson, Moore, Ochiltree, Parmer, Potter, Roberts, Swisher, and Wheeler along with the other noted ex-officio members continuing terms for continuity and the likelihood that their counties will be again be noted as Distressed in the near future.

Ms. Witthar stated that the following individuals are willing to serve on the Economic Development Advisory Committee:

Randy Stark, Briscoe County	Shawn Campbell, Perryton CDC
Jon Sessions, City of Wellington	Kristen Moudy, Wheeler EDC
Wade Hawkins, Deaf Smith County	Liz Kendall, Claude EDC
Woodrow Richardson, City of Memphis	Shane Spencer, Canadian EDC
Katie Lingor, Borger EDC	Kathy Allen, Sherman CDC

Mayor Buster Davis moved to appoint/re-appoint the recommended individuals to serve on the Planning Commission's Economic Development Advisory Committee. Mayor Kerry Symons seconded the motion; the motion carried by unanimous vote.

17. **FIRE, AMBULANCE AND SERVICE TRUCK FUND APPLICATION DEVELOPMENT AND MANAGEMENT SERVICES INTERLOCAL CONTRACT AMENDMENT**

Mr. Alex Guerrero stated that PRPC staff has worked with Panhandle communities to write applications and implement various projects through the Community Development Block Grant (TxCDBG) Program since 1983. Through the CDBG program the Texas Department of Agriculture (TDA) offers many different funding opportunities that include: Community Development Infrastructure Improvement Program, Texas Capital Fund Infrastructure Program, Downtown Revitalization Program and the new Fire, Ambulance, and Service Truck Fund (FAST Fund) Program.

The FAST Fund Program stated objectives are to provide funds for eligible vehicles to provide emergency response and special services to rural communities. This month the City of Bovina received notification that they will be awarded a FAST Fund project to provide funding for emergency service vehicles that the City applied for in 2019.

Following the format established during the TxCDBG application process conducted in the fall of 2017, a no-cost interlocal agreement was passed by this body this past April for PRPC to assist Bovina with application development to the FAST Fund Program.

This agenda item is to allow for the authorization of Part II being an amend to the above noted interlocal agreement for PRPC to carry out the administrative function and project management activities for this funded FAST Fund project. The City of Bovina will receive funding for two brush trucks in the amount of \$293,028 which will include administrative costs of \$25,000 to PRPC.

Mayor Kerry Symons moved to authorize the Executive Director to execute an interlocal contract amendment with the City of Bovina for the Planning Commission to provide Texas Community Development Program project management services related to their Fire, Ambulance, and Service Truck (FAST) Fund Application. Judge John James seconded the motion; the motion carried by unanimous vote.

18. **PROFESSIONAL RECRUITMENT SERVICES INTERLOCAL CONTRACT**

Mr. Dustin Meyer stated that in recent years PRPC staff has assisted many cities in the Texas Panhandle with administrative services, ranging from contractual city management services to city manager searches to codification. One of the most increasingly demanded services is assistance with the recruitment of professional staff by Cities. Recently, PRPC was approached by the City of Spearman related to conducting a professional search for a City Manager.

The City of Spearman has inquired about PRPC's services and requested a proposal regarding the process to identify qualified City Manager applicants. The Spearman City Council has considered the PRPC's scope of services as it relates to assistance with a professional search and has authorized an interlocal agreement to perform these services. The Council is working to determine if they want PRPC's assistance in their search or if they prefer to go another route. The inclusion of this agenda item will allow the PRPC Board of Directors to consider entering into interlocal agreement with the City of Spearman for PRPC to continue to work with the City and assist them in this process.

Currently the search contract rate being used by PRPC will follow basic guidelines that can be modified based on locality preference. The contract will be focused so that the services can be rendered expeditiously and in a quality manner so that the City can resume normal operations quickly. Compensation will be rated at \$65.00 per hour with job postings and travel compensated additionally with a floor of \$3,000 and a ceiling of \$7,500 to ensure that both parties mutually benefit from the agreement.

Mayor Kerry Symons moved to authorize the Executive Director to execute an interlocal contract with the City of Spearman for the Planning Commission to provide City Manager recruitment services. Mayor Pat Sims seconded the motion; the motion carried by unanimous vote, with Mayor Tobe Shields abstaining.

19. **CLEANING SERVICES CONTRACT**

Ms. Rebecca Rusk stated that since moving into our building in 1993, the Planning Commission has had cleaning services provided by a janitorial service. Arverna's Cleaning Service of Amarillo has provided that service since September, 2014 at a rate of \$1,400.00 per month. This contract expires September 30, 2019.

A notice was placed in the August 20 and August 27, 2019, Amarillo Globe News requesting invitation for bids for janitorial and outside premises maintenance services for the Planning Commission office building. A pre-proposal conference and walk through of the building was held on Wednesday, August 28, and all interested firms were given a bid packet. The deadline for proposals was September 4, 2019.

A total of two bid packets with monthly rates quoted were received from local firms as follows:

Arverna's Cleaning Service, Amarillo	\$1,650.00
Service Solutions of Amarillo, Amarillo	\$1,952.00

Upon staff review of the two bids, the bid package received from Arverna's Cleaning Service did not complete Section VIII – References and Section IX – Bidder Certifications and Assurances "Certification", as specified. The bid response received from Arverna's Cleaning Service was deemed "non-responsive" and rejected. Service Solutions of Amarillo's bid package was deemed "responsive" and accepted.

Mayor Kerry Symons moved to award the contract to provide cleaning services for the Panhandle Regional Planning Commission to Service Solutions of Amarillo. Mayor Buster Davis seconded the motion; the motion carried by unanimous vote.

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

- A. Ms. Emily Nolte reported on the 2019 Panhandle Emergency Preparedness Conference.
- B. Mr. Kyle Ingham reported on the recent and upcoming Planning Commission sponsored regional meetings.

21. **2019 MEMBERSHIP MEETING**

The Planning Commission's 2019 Annual Membership Meeting convened.

22. **ELECTION OF 2019-2020 PANHANDLE REGIONAL PLANNING COMMISSION BOARD OFFICERS**

Mr. Kyle Ingham reported that the nominating committee, which consisted of Judge John Howard and Mayor Pat Sims is recommending the following slate of officers for 2019-2020:

Dr. Bill Hallerberg, Canadian River Municipal Water Authority – Chair  
Mr. Winston Sauls, Citizen's Representative of Borger – Vice Chair  
Dan Looten, Carson County Judge – Secretary/Treasurer

Mayor Kerry Symons moved to elect the slate of officers as recommended by the nominating committee. Judge John Howard seconded the motion; the motion carried by unanimous vote.

23. **ADJOURNMENT**

There being no further business to come before the Board, the meeting adjourned at 5:47 p.m.



*William L. Hallerberg*

William L. Hallerberg, Ph.D, Chair  
Panhandle Regional Planning Commission  
Board of Directors

ATTEST:

*Rebecca Rusk*

Rebecca Rusk, Executive Manager  
Panhandle Regional Planning Commission