

NOTICE OF MEETING

The regular meeting of the Board of Directors of the Panhandle Regional Planning Commission will be held on **Thursday, September 28, 2023, at 4:00 p.m.** in the CareXpress room, the Amarillo Club 600 South Tyler, on the 30th floor, Amarillo, Texas 79101, Potter County. 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 three 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 into the Zoom Meeting:

<https://us02web.zoom.us/j/87066588981?pwd=MFk3c3BKS2htZ0xFWmNWLys1OUR3Zz09>

(Meeting ID: 870 6658 8981 Passcode:134003) or may participate by phone 346 248 7799

(Meeting ID: 870 6658 8981 Passcode: 134003).

A copy of the full agenda 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 August 24, 2023.

5. VOUCHERS

Review and consideration of the acceptance of the vouchers for the month of August 2023.

6. PRPC INVESTMENT FUND MONTHLY REPORT

Presentation and consideration of acceptance of the Planning Commission's Investment Fund Monthly Report.

7. **RESOLUTION THANKING ASSISTANT CHIEF ERICA MCDOWELL**

Consideration of a resolution thanking Assistant Chief Erica McDowell, Texas Division of Emergency Management, for serving as the keynote speaker at the Panhandle Regional Planning Commission's 2023 Annual Meeting.

8. **WORKFORCE DEVELOPMENT PROGRAM OPERATION AND SERVICE DELIVERY CONTRACT RENEWAL**

Consideration of the approval of a contract renewal with the Huxford Group, LLC to operate the Panhandle Workforce Center and to deliver workforce development and childcare program services.

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

Presentation and consideration of acceptance of the Panhandle Regional 9-1-1 Network's FY2023 3rd Quarterly Performance Report.

10. **CONSULTING CITY MANAGEMENT SERVICES INTERLOCAL COOPERATION CONTRACT RENEWALS**

Consideration of the authorization of the Executive Director to execute interlocal cooperation contract renewals with the Village of Lake Tanglewood Canyon and the Village of Timbercreek Canyon respectively for the Planning Commission to provide consulting city management services.

11. **PROFESSIONAL RECRUITMENT SERVICES INTERLOCAL CONTRACT: CITY OF DUMAS – ECONOMIC DEVELOPMENT CORPORATION AND THE CITY OF SILVERTON**

Consideration of the authorization of the Executive Director to execute an interlocal contract with the City of Dumas – Economic Development Corporation and the City of Silverton for the Planning Commission to provide professional recruitment services.

12. **CIVIL RIGHTS ACT COMPLIANCE PLAN UPDATE**

Consideration of the approval of an update to the Planning Commission Title VI Civil Rights Act compliance plan associated with the Commission's public transportation planning activities as funded by the Texas Department of Transportation and the Federal Transportation Administration.

13. **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.

14. **PANHANDLE ELECTRONIC WARRANT SYSTEMS (PEWS) INTERLOCAL COOPERATIVE CONTRACT RENEWAL**

Consideration of the authorization of the Executive Director to execute and renew Interlocal Cooperation Agreement with eligible and interested Panhandle local entities to administer and maintain a system for the electronic execution and delivery of certain warrants, to reduce the amount of time required to request and issue warrants and related documents and to improve public safety.

15. **ADMINISTRATIVE REGULATION AMENDMENT**

Consideration of amendments to Administrative Regulation No.34, Panhandle Regional Criminal Justice Advisory Committee Procedures and Policies, to redefine Committee term limits.

16. **UPDATE OF INTERLOCAL AGREEMENT & RESOLUTION FOR CITY OF PERRYTON TDHCA HOME DISASTER PROGRAM**

Consideration of the authorization of the Executive Director to update the application for the TDHCA HOME program to be submitted on behalf of the City of Perryton. Additionally, consideration of the authorization of the Executive Director to execute an Interlocal Agreement to be executed between the City of Perryton and the Panhandle Regional Planning Commission for administrative services for the TDHCA HOME Disaster-Relief Program.

17. **ADMINISTRATIVE REGULATION AMENDMENT**

Consideration of amendments to Administrative Regulation No.36, Panhandle Regional Panhandle Regional Emergency Management Advisory Committee Procedures and Policies, to redefine Officer terms limits.

18. **FY2023 STATE HOMELAND SECURITY GRANT PROGRAMS AUTOMATED FINGERPRINT IDENTIFICATION SYSTEM (AFIS) EQUIPMENT & LICENSE TRANSFER APPROVALS**

Consideration of the authorization of the Executive Director to execute memorandums of understanding (MOU) with the Amarillo Police Department, the Canyon Police Department, the Deaf Smith County Sheriff's Office, the Dumas Police Department, the Ochiltree County Sheriff's Office and the Pampa Police Department for the transfer of necessary equipment for the Automated Fingerprint Identification System (AFIS) purchased through regional homeland security grant funding.

19. **2023 MEMBERSHIP MEETING**

Conduct of the Planning Commission's 2023 General Membership Meeting.

20. **ELECTION OF 2023-24 PANHANDLE REGIONAL PLANNING COMMISSION BOARD OFFICERS**

Report from the nominating committee and election of a Chair, Vice Chair and Secretary/Treasurer and Executive Committee for the Planning Commission's Board of Director's for 2023-24.

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

A. Comments from the Executive Director.

B. Report on the following recent Planning Commission sponsored regional meetings:

- 9/6/2023 – Original Medicare vs Medicare Advantage, Gruver Lions Club
- 9/6/2023 – CG Educational Support Group
- 9/6/2023 – Texas Panhandle Inspectors Association Meeting
- 9/8/2023 – Destination Medicare, KAMR Local News 4
- 9/14/2023 – Matter of Balance Coach Training, Follett Community Center

- 9/14/2023 – PROMPT Committee Meeting
- 9/19/2023 – Low Income Medicare Savings/SMP, Spearman Extension Group
- 9/20/2023 – Economic Development Advisory Committee Meeting
- 9/21/2023 – Panhandle Regional Emergency Preparedness Conference
- 9/21/2023 – Regional Infrastructure Accelerator Steering Committee Meeting
- 9/21/2023 – Transfer of Death Deed, Hutchison Retired Teachers
- 9/28/2023 – Panhandle Regional Planning Commission Annual Meeting

C. Announcement of tentatively scheduled Planning Commission sponsored regional meetings:

- 10/2/2023 – Ready/Set/Thrive, Perryton Retired Teachers
- 10/4/2023 – TSAP/MIPPA/SMP, Dimmitt UMC
- 10/10/2023 – Medicare Fraud and Abuse
- 10/12/2023 – SAC Senior Fall Festival
- 10/12/2023 – Panhandle Regional Emergency Management Advisory Committee
- 10/24/2023 – Region A - Panhandle Water Planning Group Full Meeting

22. 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) and Section 551.127 (Videoconference Call). 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 22nd day of September, 2023 at 415 West Eighth Avenue, Amarillo, Texas, at 1:30 p.m.

Melissa T. Whitaker

Melissa T. Whitaker, Executive Assistant

**2023 ANNUAL MEETING
SEPTEMBER 28, 2023
GENERAL MEMBERSHIP MEETING**

I. Call to Order and Welcome

Mayor Tobe Shields
City of Spearman,
PRPC Board of Directors

II. Proposed 2024 Strategic Work Program and Budget and Dues Structure Presentation

Cristy Henderson,
Accounting Manager

III. Planning and Service Area (PSA) Caucuses

PSA Chairman

- Consideration of Adoption of 2023-2024 Dues Structure
- Consideration of Adoption of 2024 Strategic Work Program and Budget
- Election of Representatives to the PRPC Board of Directors

IV. Announcement of PSA Actions and Membership Meeting Adjournment

Mayor Tobe Shields

PSA-1: Ronnie Gordon, Chair; Alex Guerrero Staff:
Pat Sims, Commissioner, City of Dumas
Cleo Castro, Citizens' Representative, Cactus
Shawn Ballew, Judge, Oldham County

PSA-2: Buster Davis, Chair; Lori Gunn, Staff:
Kerry Simons, Mayor, City of Perryton
Tobe Shields, Mayor, City of Spearman
Winston Sauls, Citizens' Representative, Borger
Juan Cantu, Commissioner, Lipscomb County

PSA-3: Greg Lewellen, Chair; Marin Rivas, Staff:
Harold Keeter, Swisher County Judge
Yolanda Robledo, Alderwoman, City of Bovina
Sal Rivera, Sheriff, Castro County
Daniel Jackson, City Manager, City of Dimmitt
Rank Cogdell, Judge, Briscoe County

PSA-4: Dan Looten, Chair; Paige Goodell, Staff:
Nancy Tanner, Judge, Potter County
Dr. William Hallerberg, CRMWA
Christy Dyer, Judge, Randall County
Oscar Ostos, Citizens' Representative, Amarillo
Cole Stanley, Mayor, City of Amarillo
Four Price, Representative, District 87

PSA-5: Kim Jones, Chair; John Schaumburg, Staff:
Dr. John Howard, Judge, Donley County
Karen Price, Citizens' Representative, Pampa
Phillip Self, GMIWA
Dan Sams, Mayor, Wheeler