

Heart of Texas Council of Governments

Executive Committee Meeting

**Thursday
April 25, 2024
10:00 AM**

***Heart of Texas
Council of Governments
Offices
1514 South New Road
Waco, Texas***



Mayor Geary Smith
President

Judge Richard Duncan
Vice President

Councilmember Jimmy Rogers
Secretary/Treasurer

Russell Devorsky
Executive Director

**HEART OF TEXAS
COUNCIL OF GOVERNMENTS
EXECUTIVE COMMITTEE**

**THE STATE OF TEXAS
COUNTY OF MCLENNAN**

TO ALL PERSONS INTERESTED

NOTICE IS HEREBY GIVEN in accordance with Chapter 551, Texas Government Code, as amended, the Executive Committee of the Heart of Texas Council of Governments will meet on Thursday, the 25th Day of April 2024, at 10:00 a.m. at the Heart of Texas Council of Governments, 1514 South New Road, Waco, Texas at which time the following subjects will be considered.

AGENDA

- I. Call to Order and Determination of a Quorum
- II. Proof of Posting of notice in accordance with Chapter 551, Texas Government Code, as amended, known as the Texas Open Meetings Act.
- III. Introduction of Guests
- PAGE IV. Consideration of and/or action on the following:

- 1 A. Approval of the March 28, 2024 meeting minutes
- 38 B. New Business
 - 10 1. FY2023 Audit Report, Auditors Communication Letter to those charged with governance and HOTCOG's comments
 - 12 2. Criminal Justice Advisory Committee (CJAC) Rankings and Recommendations for Funding for FY 2025
 - 13 3. Law Enforcement Training Advisory Committee (LETAC) Appointments
 - 14 4. Heart of Texas Rural Transit District – Approval of Purchase of one Type 2 cutaway bus
 - 5. Executive Committee Appointment
- C. Report of the Executive Director and Staff
 - 15 1. Department of Administration
 - a. Financial and Personnel Report
 - b. Investment Report

JPAGE

- 21 2. Regional Services
 - a. Department Activities Report

- 30 3. Health & Human Services
 - a. Department Activities Report

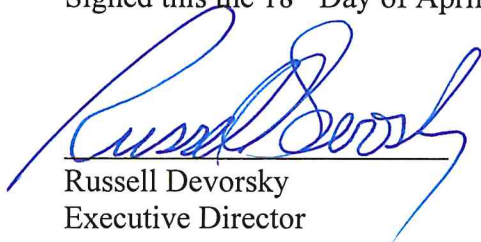
- 4. Executive Director's Report

- 41 V. Other Reports
 - Law Enforcement Training Attendees by Agency

- VI. Public Comment

- VII. Adjournment

Signed this the 18th Day of April, 2024.



Russell Devorsky
Executive Director



Mayor Geary Smith
President

Judge Richard Duncan
Vice-President

Councilman Jimmy Rogers
Secretary/Treasurer

Russell Devorsky
Executive Director

Heart of Texas Council of Governments

MINUTES OF THE EXECUTIVE COMMITTEE MEETING

The Heart of Texas Council of Governments' Executive Committee, in accordance with Chapter 551, Texas Government Code, as amended, met in regular session, on Thursday, the 28th Day of March 2024, at 10:00 a.m. at the Heart of Texas Council of Governments, 1514 S New Road, Waco, Texas, at which time the following subjects will be considered.

Virtual Meeting Information:

<https://meet.goto.com/816302277>

Dial in using your phone:

Access Code: 816-302-277

United States (Toll Free): 1 877 309 2073

Members Present

Mayor Geary Smith, *President*
Councilmember Jimmy Rogers, *Sec.-Treas.*
Judge Cindy Vanlandingham
Commissioner Nita Wuebker
Co. Treasurer Jeannie Keeney
Councilmember Andrea Barefield
Commissioner Jim Smith
Mr. Calvin Rueter
Councilmember Alice Rodriguez

City of Mexia
City of Robinson
Bosque County
Falls County
Freestone County
City of Waco
McLennan County
Special Districts
City of Waco

Members Absent

Judge Richard Duncan, *Vice-President*
Judge Jay Elliott
Judge Justin Lewis
Judge Scott Felton
Judge Linda Grant
Mayor Protem Jim Holmes

Limestone County
Falls County
Hill County
McLennan County
Freestone County
City of Waco

Staff Present

Russell Devorsky
John C. Minnix
Donnis Cowan
Mary McDow
Dorthy Jackson
Rep Pledger
Wayne Stovall

Executive Director
Dep. Exec. Director of Administration
Director of Health & Human Services
HR Manager
Regional Economic Development Manager
Transportation Manager
Homeland Security/CJ Manager

Andy Davis
John Vorderkunz
Falen Bohannon
Lana Gudgel
Amy Rossow

Emergency Preparedness Planner
Quality Contract Assurance Specialist
Environmental/Economic Coordinator
Criminal Justice Planner/Trainer
211 Call Center Manager

Guests:

Rob Barthen
Kenneth Eubanks
James Bronikowski
Eric Boehning
Molly Quirk
Aubrey-Ann Gilmore
Suzanne Barnard
Megan Henderson
Susan Byrd
Janie Havel

GrantWorks
King Creek WSC
Ardurra
Ardurra
Ardurra
TDA
TDA
Hillsboro City Manager
Mayor, City of Marlin
Governor's Office

- I. Call to Order and Determination of a Quorum
The meeting was called to order at 10:00 a.m., Thursday, March 28, 2024.
- II. Proof of Posting of notice in accordance with Chapter 551, Texas Government Code, as amended, known as the Texas Open Meetings Act.

Proof of posting of the March 28, 2024 Executive Committee meeting was provided by Mary McDow.
- III. Introduction of Guests – Guests and staff were introduced.
Mr. Devorsky introduced guests of Councilmember Barefield from the Adurra Engineering firm that gave an overview of funding opportunities available for communities including water, waste water and water storm/flood issues.
- IV. Consideration of and/or action on the following:
 - A. Approval of the February 22, 2024, meeting minutes

A motion was made by Councilmember Jimmy Rogers and seconded by Councilmember Andrea Barefield to approve the February 22, 2024 meeting minutes as presented. Motion passed.
 - B. Public Hearing for Texas Community Development Block Grant (TxCDBG) Program 2025-2026 Community Development (CD) Fund application cycle

President Geary Smith opened the public hearing for the Texas Community Development Block Grant Program 2025-2026 Community Development Fund application cycle at 10:35 a.m., March 28, 2024.

Mrs. Jackson noted the regional project priority scoring element was mailed to all non-entitlement communities to score their priorities for funding. Representatives from communities that were present were asked to come forward and make statements during the public hearing. President Smith closed the public hearing at 11:05 a.m. on March 28, 2024.

C. New Business

1. Consider and Act on Establishing HOTCOG's Regional Project Priorities for the TxCDBG 2025-2026 CD applications

Mrs. Dorthy Jackson presented the recommended Project Priority Tiers for ranking the project activities to the Executive Committee for review. The recommendation set the First Tier, 50 points; Second Tier, 40 points; and Third Tier, 20 points.

Mrs. Jackson noted the tier levels presented are the results of the survey received from the non-entitlement communities and the Executive Committee has the authority to make any changes they deem necessary, especially after considering feedback from the public hearing. The Executive Committee members reviewed and discussed the tier level assigned to each project activity and made their recommendations.

A motion was made by Commissioner Jim Smith and seconded by Councilmember Jimmy Rogers to approve the Tier Levels as presented: Tier 1: 50 points; Tier 2: 40 points and Tier 3: 20 points; and further to approve the Priority Rankings of the Project Activities as recommended by the Executive Committee as attached to these minutes. Motion passed.

2. Solid Waste Advisory Committee Conformance Review Recommendation

The Solid Waste Advisory Committee met on March 7, 2024 and performed a conformance review requested by SCS Engineers Consultants for the City of Waco Transfer Station proposal. The following recommendation is now being made to the HOTCOG Executive Committee for the conformance of the City of Waco's transfer station registration. The recommendation is as follows:

The committee recommends that the registration for the City of Waco's transfer station proposal is in conformance with the Heart of Texas Regional Solid Waste Management Plan.

A motion was made by Commissioner Nita Wuebker and seconded by County Treasurer Jeannie Keeney to approve the recommendation of the Solid Advisory Committee that the City of Waco's transfer station proposal is in conformance with the Heart of Texas Regional Solid Waste Management Plan. Motion passed.

3. Authorization and approval of 9-1-1 Expenditures – Service Agreements with VistaCom for voice recording maintenance

Mrs. Kristine Hill stated that the HOTCOG 911 staff is requesting authorization to approve expenditures of \$130,011 for maintenance for the life of the voice recording equipment for the Region's Public Safety Answering Points (PSAPs). The current equipment is under its 1 year manufacturer's warranty.

A motion was made by Commissioner Jim Smith and seconded by County Judge Cindy Vanlandingham to approve the authorization for the Executive Director to sign service agreements with VistaCom for voice recording maintenance expenditures exceeding \$50,000. Motion passed.

4. Approval of Resolution for Radio Infrastructure Grant Award

Mr. Wayne Stovall noted that in late 2020, HOTCOG was awarded a \$1,600,000 grant under the State Radio Infrastructure grant program. This grant will help public safety communications tremendously by allowing for VHF repeaters to be replaced, three communications towers to be constructed and the addition/modification of two consoles in our region.

HOTCOG has again completed an application with the State Emergency Radio Infrastructure Grant Program to improve Radio Infrastructure issues in Hill, Bosque, and Limestone Counties in the amount of \$1,427,897.00.

As part of the terms and conditions, the Office of the Governor requires a resolution from the governing body noting the grant title, application number, designates the grant authorized official, notes the requirement for repayment of grant funds for loss or misuse, and approval of the resolution.

A motion was made by Councilmember Jimmy Rogers and seconded by Commissioner Jim Smith to approve the resolution presented for the Radio Infrastructure Grant #4559402 for submission to the Office of the Governor's Public Safety Office. Motion passed.

5. Executive Committee Appointment

Mr. Devorsky noted that Judge Justin Lewis had recommended that Mayor Janice Sanders from the City of Whitney be appointed to replace the former Mayor Andy Smith from the City of Hillsboro.

A motion was made by Councilmember Andrea Barefield and seconded by Commissioner Jim Smith to approve the recommendation to appoint Mayor Janice Sanders from the City of Whitney to the Executive Committee. Motion passed.

D. Report of the Executive Director and Staff

1. Department of Administration
 - a. Financial and Personnel Reports
Mr. Minnix presented the Financial and Personnel Reports to the Executive Committee for review.
2. Regional Services
 - a. Department Activities Report
Mrs. Jackson gave a report on the activities of the Community and Economic Development program to the committee.
3. Health & Human Services
 - a. Department Activities Report
Ms. Donnis Cowan presented the Health and Human Services Division activity report to the committee including the Heart of Texas Area Aging on Aging, Heart of Texas Aging and Disability Resource Center and the Heart of Texas 2-1-1 Area Information Center.

Ms. Cowan introduced staff member, Amy Rossow, Manager of 211 Information and Referral to present information on the activities of the 211 program.

b. Mr. Rep Pledger gave an update on the Heart of Texas Rural Transportation Program and noted that the four new Blue buses were in production. Mr. Pledger noted the number of trips has increased by 3,100 compared to last year trips.
4. Executive Director's Report – Mr. Devorsky noted that HOTCOG staff continues to attend Chamber of Commerce meetings and community groups in the region. Mr. Devorsky stated that Judge Justin Lewis has been elected to represent the State of Texas on the NADO Board. Mr. Devorsky was also re-nominated to serve on the NADO and NARC Boards. It was noted that County Judge Linda Grant was presented with a Legacy Award from the Fairfield Chamber of Commerce meeting held in March.

V. Other Reports – Law Enforcement Training report by Attendees

VI. Public Comment - None

VII. Adjournment – The meeting was adjourned.

Honorable Geary Smith, President
Mayor, City of Mexia

Honorable Jimmy Rogers, Secretary-Treas.
Councilmember, City of Robinson

Regional Project Priority Scoring Element:

Region: HOTCOG

Date Adopted: March 28, 2024

TxCDBG Community Development Fund (CDV) Project Priority points are awarded based on tiers of prioritized activities. Assign points to each tier in ten-point increments. Assign no more than 50 points to any single tier - each point assignment is separate, there is no cumulative point total for this scoring element.

Project Priority Tier	Number of Points Assigned
First Tier	50
Second Tier	40
Third Tier	20

Assign a Project Priority Tier to each activity category. Any application requesting to consider activities not identified as a Priority Tier will receive no Project Priority points.

Activity Code	Activity Name	Priority Tier
03A	Senior Centers	3
03B	Facility for Persons with Disabilities	2
03C	Homeless Facilities	0
03D	Youth Centers	2
03E	Neighborhood Facilities	3
03F	Parks, Recreational Facilities	3
03G	Parking Facilities	0
03H	Solid Waste Disposal Improvements	2
03I	Flood Drainage Improvements	1
03J	Water/Sewer Improvements	1
03K	Street Improvements	1
03L	Sidewalks	2
03M	Child Care Centers	3
03O	Fire Station/Equipment	1
03P	Health Facilities	2
03Z	Other Eligible CDBG Public Improvements	3
004	Clearance and Demolition	2
005	Public Services	3
120	Construction of New Housing (via community development organizations)	2
140	Rehab; Single-Unit Residential	3
14A	Rehab; Single-Unit Residential Utility Connections	3
14B	Rehab; Multi-Unit Residential	0
14C	Public Housing Modernization	0
14Z	Other Housing Rehab, Relocation, and/or Homeownership Services	3
150	Code Enforcement	2
16A	Residential Historic Preservation	3
16B	Non-Residential Historic Preservation	0
170	Economic Development - Assistance to Not-for-Profit Organizations	2
18A	Economic Development - Assistance to For-Profits	2
18C	Micro-Enterprise Assistance	3
020	Planning	2

Attachment to March 28, 2024 Minutes

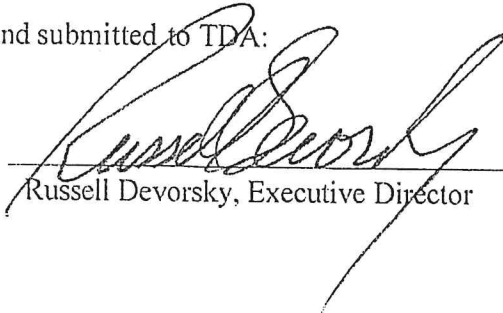
New Business, C.1. Consider and Act on Establishing HOTCOG's Regional Project Priorities for the TxCDBG 2025-2026 CD Applications

Regional Project Priority Scoring, Cont.:

Persons participating in priority selection:

- ☒ All members of regional planning organization (open meeting)
- ☐ All members of regional planning organization's executive committee
- ☐ Executive Director
- ☐ Other standing committee: _____

Approved and submitted to TDA:



Russell Devorsky, Executive Director

04/02/24

Date

Attachment to March 28, 2024 Minutes

New Business, C.1. Consider and Act on Establishing HOTCOG's Regional Project Priorities for the TxCDBG 2025-2026 CD Applications

ACTION MEMORANDUM

HEART OF TEXAS
COUNCIL OF GOVERNMENTS
EXECUTIVE COMMITTEE

April 25, 2024

SUBJECT: FY 2023 Audit Report, Auditors Communication Letter to those charged with governance and HOTCOG's comments

INFORMATION:

The Heart of Texas Council of Governments Fiscal Year 2023 Audit Report and the Auditors Communication Letter to those charged with governance received from Pattillo, Brown and Hill will be presented for your information and review. As a part of the audit process, HOTCOG is required to respond to audit findings and/or recommendations, if any, as noted in the Audit and the Auditors Communication Letter to those charged with governance. It should be noted that HOTCOG did not have any findings or questioned costs.

RECOMMENDED ACTION:

That the Heart of Texas Council of Governments Executive Committee accept the FY 2023 Audit Report and the Auditors Communication Letter to those charged with governance and authorize the Executive Director to forward copies of said reports to the appropriate Federal and State agencies.

HEART OF TEXAS COUNCIL OF GOVERNMENTS

1. **Audit Report Findings and Questioned Costs (page 47)**

None.

2. **The Auditors Communication Letter to those charged with governance, Audit Findings or Issues**

None.

ACTION MEMORANDUM

HEART OF TEXAS COUNCIL OF GOVERNMENTS

EXECUTIVE COMMITTEE

April 25, 2024

SUBJECT:

Criminal Justice Advisory Committee (CJAC) Rankings and Recommendations for Funding for FY 2025

INFORMATION:

The Heart of Texas Council of Governments' Criminal Justice Advisory Committee met on April 4, 2024, to evaluate and score the applications submitted for funding under the Justice Assistance Grant (JAG), Violent Crimes Against Women (VAWA), Truancy Prevention (TP), State Fund 421 (SF421), and Victims of Crime Act (VOCA) in accordance with the guidelines set forth by the Criminal Justice Division of the Governor's Office. Recommendations for funding were made based on the Reasonable Budget Expectations (RBE) provided by CJD.

The Committee's rankings and recommendations for funding will be found in the following attachment.

ACTIONS:

The Heart of Texas Criminal Justice Advisory Committee recommends that the Executive Committee accept the rankings and recommendations for funding as allowed in the ranking order, as shown in the attachment.

HOTCOG 2025 Criminal Justice Grants

Grant #	Funding	Project Title	Grantee Name	Start Date	End Date	Present Order	Requested Funding	Recommended Funding	Final Scoring
5065901	DJ	Mobile Data Terminals	Freestone County	10/1/2024	1/31/2025	3	\$54,872.64		84.27
4940901	DJ	Edward Byrne Memorial Justice Assist	City of Meridian	9/1/2024	8/31/2025	2	\$154,216.00		68.1
5034301	DJ	DJ Edward Byrne Memorial Justice Assist	Bosque County Sheriff's Office	10/1/2024	9/30/2025	4	\$198,330.00		64.6
4812002	DJ	Heart of a Champion	One Heart Project	10/1/2024	9/30/2025	1	\$50,000.00		63.2
				RBE	\$168,587.41		\$457,418.64	\$0.00	
1424126	SF	Juvenile Justice Alternative	HOTCOG	9/1/2024	8/31/2025	1	\$32,176.71		88.6
				RBE	\$27,871.88		\$32,176.71	\$0.00	
2859810	TP	Truancy Prevention and Intervention Pro	Hill County	9/1/2024	8/31/2025	1	\$60,459.24		75.2
4238004	TP	Youth Intervention Services	Falls County	10/1/2024	9/30/2025	2	\$35,000.00		74.6
				RBE	\$52,511.98		\$95,459.24	\$0.00	
2857107	VA	Victim Services	Family Abuse Center	10/1/2024	9/30/2025	5	\$505,931.41		92.5
1751717	VA	Victim Services	Advocacy Center for Crime Vic	10/1/2024	9/30/2025	3	\$524,215.00		88.7
4240504	VA	Falls County Victim Services	Falls County	10/1/2024	9/30/2025	1	\$47,140.41		86.1
5147501	VA	Fairfield Branch - Safe House	Navarro Victim Center	10/1/2024	9/30/2025	6	\$328,500.00		82.2
4965401	VA	Victim Services Liaison	City of Lacy Lakeview	10/1/2024	9/30/2025	4	\$84,492.00		80.3
4238104	VA	Youth Victim Services	Falls County	10/1/2024	9/30/2025	2	\$15,000.00		79
				RBE	\$1,512,022.31		\$1,505,278.82	\$0.00	
2868010	WF	Waco Family Violence Unit Detectives and Coordinator	City of Waco	9/1/2024	8/31/2025	2	\$166,212.00		85.44
4257704	WF	Special Crimes Investigator	Falls County	10/1/2024	9/30/2025	1	\$31,510.80		83.22
				RBE	\$60,268.12		\$197,722.80	\$0.00	

ACTION MEMORANDUM

**HEART OF TEXAS COUNCIL OF GOVERNMENTS
EXECUTIVE COMMITTEE**

April 25, 2024

SUBJECT:

Law Enforcement Training Advisory Committee (LETAC) Appointments

INFORMATION:

The Heart of Texas Council of Governments' Law Enforcement Training Advisory Committee (LETAC) By-Laws require that the Heart of Texas Council of Governments' Executive Committee appoint LETAC members, and that members serve two-year terms.

Executive Director Russell Devorsky recommends the following for reappointment to serve on the LETAC:

David Monthey - Bosque County DA Investigator
David A. Drake - Limestone County Interested Citizen
Michael Abel - McLennan County Interested Citizen
Tina Lincoln - Hill County Chief Juvenile Probation Officer
Kirk Turner - Bosque County Emergency Preparedness Manager
Jeremy Shipley - Freestone County Sheriff
Jerry Wood - Falls County Constable
Rustin Qualls - Director of Operations, Goodall Witcher Hospital

Executive Director Russell Devorsky recommends the following be appointed to serve on the LETAC:

Shawn Myatt, Bellmead Chief of Police
Christopher Henson, Groesbeck Chief of Police

ACTION:

That the Heart of Texas Council of Governments' Executive Committee reappoint David Monthey, David A. Drake, Michael Abel, Tina Lincoln, Kirk Turner, Jeremy Shipley, Jerry Wood and Rustin Qualls to serve on the LETAC.

That the Heart of Texas Council of Governments' Executive Committee appoint Shawn Myatt and Christopher Henson to serve on the LETAC.

ACTION MEMORANDUM

HEART OF TEXAS COUNCIL OF GOVERNMENTS

EXECUTIVE COMMITTEE

April 25, 2024

SUBJECT: Heart of Texas Rural Transit District

INFORMATION:

On April 10, 2024, RTD staff was notified by TXDOT that HOTCOGRTD was awarded \$146,879 in 5339 Bus and Bus Facility rural allocation funds to purchase one Type 2 cutaway bus. The bus will be for service expansion due to continual growth in ridership.

The new bus will come with the updated blue paint scheme and security camera system.

ACTION:

The Heart of Texas Council of Governments Transportation RTD staff is requesting the approval of the HOTCOG Executive Board to proceed with the purchase of this bus from Creative through the Oklahoma State contract as soon as the project grant agreement is executed.

ACTION MEMORANDUM

HEART OF TEXAS COUNCIL OF GOVERNMENTS'
EXECUTIVE COMMITTEE
April 25, 2024

SUBJECT: HOTCOG Executive Committee Appointment

INFORMATION:

Bosque County Judge Cindy Vanlandingham has recommended Bosque County Commissioner Terry Townley, for appointment to the Executive Committee. Commissioner Townley will replace Mayor Ray Bickerstaff from the City of Valley Mills.

RECOMMENDED ACTION:

That the Heart of Texas Council of Governments Executive Committee consider the recommendation to appoint Bosque County Commissioner Terry Townley to serve on the Executive Committee.

Administrative Services Department

**Financial / Personnel Reports
Investment Report**

Executive Committee Meeting

April 25, 2024

**Heart of Texas Council of Governments
Combined Balance Sheet
March 31, 2024**

Assets

Current

Cash	\$ 107,951
Investments	874,272
Due (to)/from Grantor Agencies	691,287
Membership Dues Receivables	43,046
Aging Match Receivables	247
Other Receivables	-
Pre-Paid Items	19,227
	<u>1,736,030</u>

Fixed Assets

Building	2,867,509
Land	690,000
Furniture & Equipment	3,648,271
Less: Accumulated Depreciation	<u>(3,880,380)</u>
	3,325,400

Total Assets

\$ 5,061,430

Liabilities

Current

Accounts Payable	221,823
Due to HOTEDD	626,093
Accrued Vacation	149,839
Deferred Revenue	123,568
	<u>1,121,323</u>

Long-term Liabilities

Notes Payable	151,836
	<u>151,836</u>

Total Liabilities

\$ 1,273,159

Fund Equity

Investments in Fixed Assets, net of related debt	3,173,564
Nonspendable-prepaid items	19,227
Restricted for Emergency Notification System	618
Restricted for Federal & State programs	123,139
Unassigned	471,723
	<u>471,723</u>

Total Fund Equity

\$ 3,788,271

Total Liabilities & Fund Equity

\$ 5,061,430

Heart of Texas Council of Governments
Combined Statement of Revenues, Expenditures
& Changes in Fund Balance
For Six Months Ended March 31, 2024

Revenues	Year To Date	YTD Budget	YTD Budget Variance	12 Month Budget	Annual Budget Remaining
Grants administered from State/Federal	\$ 3,336,842	\$ 4,134,564	\$ (797,722)	\$ 8,269,127	\$ 4,932,285
Rent-WF Bldg	222,599	237,276	(14,677)	474,551	251,952
Local Funds/Mgt. Fees	69,934	69,408	526	138,816	68,882
Membership Dues	62,032	30,916	31,116	61,832	(200)
Inkind Match/Program Income	23,158	246,475	(223,317)	492,950	469,792
Interest Income	13,648	7,500	6,148	15,000	1,352
Miscellaneous Income	11,001	2,500	8,501	6,000	(5,001)
Total Revenues	\$ 3,739,214	\$ 4,728,638	\$ (989,424)	\$ 9,458,276	\$ 5,719,062
Expenditures					
Salaries	532,780	553,976	21,196	1,107,951	575,171
Fringe Benefits	279,272	252,336	(26,937)	504,671	225,399
Travel	25,123	23,383	(1,741)	46,765	21,642
Equipment	405,358	769,714	364,356	1,539,427	1,134,069
Supplies	9,686	10,423	737	20,845	11,159
Other Expenses	181,756	144,700	(37,057)	289,399	107,643
Delegate Agency/Contractual Costs	1,548,800	2,001,239	452,439	4,002,478	2,453,678
Indirect Costs	503,853	494,309	(9,545)	988,617	484,764
Insurance/Maintenance-WF Bldg	44,729	50,000	5,271	100,000	55,271
Debt Service-WF Bldg	115,364	115,365	1	230,729	115,365
Inkind Match/Program Income	(180)	246,475	246,655	492,950	493,130
Total Expenditures	\$ 3,646,541	\$ 4,661,916	\$ 1,015,375	\$ 9,323,832	\$ 5,677,291
Changes in Fund Balance					
Excess (Deficiency) of revenues over (under) expenditures	92,673			134,444	
Transfers-Due (to)/from HOTEDD	(41,225)			(101,261)	
Net Change in Fund Balances	51,448			33,183	
Fund Balances as of October 1, 2023	563,259				
Fund Balances as of March 31, 2024	\$ 614,707				

Heart of Texas Council of Governments
Monthly Report of Cash Transactions and Condition
As of March 31, 2024

	Operating Account	Short Term Investments	Total Cash
Beginning Balance 3/1/24	\$ 119,503	\$ 660,402	\$ 779,905
Transactions			
Cash In	970,993	3,289	974,282
Cash (Out)	<u>(771,964)</u>	<u>-</u>	<u>(771,964)</u>
Net Income (Outlay)	199,029	3,289	202,318
Net Transfers In (Out)	<u>(210,581)</u>	<u>210,581</u>	<u>-</u>
Net Total Transactions	<u>(11,552)</u>	<u>213,870</u>	<u>202,318</u>
Ending Balance 3/31/24	<u><u>\$ 107,951</u></u>	<u><u>\$ 874,272</u></u>	<u><u>\$ 982,223</u></u>

**HEART OF TEXAS COUNCIL OF GOVERNMENTS
PERSONNEL STATUS SUMMARY
AS OF April 19, 2024**

NUMBER OF POSITIONS AUTHORIZED BY GRANT/FUND BUDGETS 32

NUMBER OF PEOPLE EMPLOYED 32

As of April 19, 2024, HOTCOG had no vacancies as referenced by the number of positions authorized and filled. The following is a departmental breakout of the above figures:

PEOPLE EMPLOYED

<u>Department</u>	<u>Positions Authorized</u>	<u>Regular Fulltime</u>	<u>Temporary Fulltime</u>	<u>Regular & Temporary Part-Time</u>	<u>Vacant</u>
Executive/ Admin. Services	6	6	0	0	0
Regional Services	8	7	0	1	0
Health and Human Services	18	17	0	1	0
<u>Totals</u>	32	30	0	2	0

Heart of Texas Council of Governments

Investment Report

For the Quarter Ending March 31, 2024

As per HOTCOG's Investment Policy, funds that are not immediately required to pay obligations are invested in TexPool. HOTCOG does not have any other investments as of the ending date of this report.

Summary of General and Special Revenue Funds

Beginning Market/Book Value @ 01/01/24	\$ 424,199
Net Transfers In (Out)	442,055
Interest Earned	8,018
Ending Market/Book Value @ 03/31/24	\$ 874,272

Notes:

1. The money market account does not have a maturity date.
2. Following are the annualized average rates of return:
 - January 2024 5.3161%
 - February 2024 5.3251%
 - March 2024 5.3455%
3. Market value of pledged securities as of 03/31/24: \$ 1,227,716

As HOTCOG's designated Investment Officer, I, John C. Minnix, certify as to the best of my knowledge that the investment portfolio is in compliance with the investment strategy as expressed in HOTCOG's Investment Policy and that this Investment Report was prepared by said Investment Officer.



John C. Minnix
Deputy Executive Director

4/16/24
Date

REGIONAL SERVICES REPORT

APRIL 2024

9-1-1

HOTCOG 9-1-1 IP Network (Next-Generation 9-1-1)

Members of the TriCOG 9-1-1 Alliance (BVCOG, CTCOG and HOTCOG) continue to collaborate with network consultants and equipment vendors to maintain a robust network. The TriCOG Alliance maintains its partnership with Mission Critical Partners (MCP) for NextGen Core Services (NGCS) Consulting and Cybersecurity Support. MCP follows a scope of work identifying three tasks to assist the TriCOG in technical issues to include Project/Task Management for GIS Readiness and Geospatial Call Routing, Procurement support for a Request for Proposal for call handling equipment and the development of a Cyber Security Plan. Members of the TriCOG participate in regularly scheduled conference calls to discuss ongoing NGCS projects and planning for the future of the regional networks. In addition, project planning calls with Motorola Solutions Connectivity, Inc. continue to be held weekly, and discussions include ongoing project deliverables and discussions for upcoming activities.

Enterprise Geospatial Database Management System (EGDMS)

In NG9-1-1 systems, an EGDMS (GIS map data) replaces the traditional Master Street Address Guide (MSAG) for location-based 9-1-1 call routing and location validation. An EGDMS is crucial for the transition to NG9-1-1 because it provides a means to create and maintain data critical to NG9-1-1 success. Staff participated in the Customer Focus Group (CFG) for this project. The CFG was responsible for assisting with development of the Quality Assurance/Quality Control plan, participating in GIS Data Management collaboration meetings, and assisting in GIS data management workflow development. 9-1-1 staff exceeded the 99% data match rate as recommended by the National Emergency Number Association (NENA) with a match rate of 99.99% with no critical errors remaining. HOTCOG has completed the transition to an EGDMS, and staff is a participant in a focus group for continued implementation across the state.

Text-to-9-1-1

Text-to-9-1-1 is available in the HOTCOG Region as an alternate means of communicating with 9-1-1 for people with a hearing and/or speech disability, or when speaking aloud would put the individual in danger. Text-to-9-1-1 also provides a silent alternative in cases such as child abduction, active shooter, or domestic abuse.

National Public Safety Telecommunicators Week (NPSTW)

Every year during the second full week of April, telecommunications personnel in the public safety community are honored. This year during National Public Safety Telecommunications Week, April 14-20th, HOTCOG staff presented stadium seats to the regions Public Safety Answering Point (PSAP) staff to recognize and thank them for their dedication in protecting and serving our communities.

Meetings/Training/Conference Calls and Site Visits

- MVP NGCS project discussion conference call, HOTCOG – April 1st
- CSEC Touchpoint conference call, HOTCOG – April 2nd
- TriCOG Strategic Planning conference call, HOTCOG – April 4th
- CSEC Solar Eclipse Planning conference call, HOTCOG – April 5th
- Solar Eclipse – April 8th

- TARC 9-1-1 Coordinators Strategic Plan Peer Exchange conference call, HOTCOG – April 11th
- TriCOG project discussion conference call, HOTCOG – April 11th
- MVP NGCS project discussion conference call, HOTCOG – April 15th
- NPSTW deliveries and PSAP monitoring, HOTCOG – April 16-17th
- MCP Incident Response Plan discussion conference call, HOTCOG – April 25th
- MVP NGCS project discussion conference call, HOTCOG – April 29th

Homeland Security/Emergency Preparedness

Grant/COG Projects

- Staff attended the monthly Homeland Security conference calls with the Office of the Governor (OOG).
- Staff presented information regarding the Regional Emergency Notification System to the Marlin City Council.

Technical Assistance

- Staff met with Falls County Sheriff's Office and representatives assessing communications issues and needed improvements.
- Staff maintained communications and offered technical assistance to regional partners during the Solar Eclipse that took place in our area.

Criminal Justice

Planning Grant

CJ Planner, Lana Gudgel, facilitated the CJAC scoring meeting to hear presentations from FY2025 grant applicants. Lana completed the scoring documents and notified all grant applicants of the preliminary scoring rankings.

Lana began meeting with area agencies to discuss plans for a Regional Crisis Intervention Team, if funding on the State Crisis Intervention Grant Program is awarded.

Regional Law Enforcement Training Academy Grant

CJ Planner Lana Gudgel a second Advanced Instructor course was added to the training calendar.

Lana received a request for a report writing class in Freestone County to be added to the training calendar. The lesson plan for this class is complete and Lana will be working with Freestone County to schedule this class as soon as possible.

BMMAP

CJ Planner Lana Gudgel, partnered with New Mexico Tech to the Understanding and Planning for School Bombing Incidents (UPSBI) and Surviving Bombing Incidents for Educators (SBIE).

The UPSBI is designed to provide emergency first responders and school staff with the skills and knowledge to plan and respond to school bomb threats and bombing incidents through lectures and exercises.

The SBIE provides school personnel with the skills and knowledge necessary to perform critical life-saving actions in the immediate aftermath of a bombing incident, a critical moment where those who wish to help can perform life-saving actions.

CJ Planner, Program Manager Wayne Stovall and Homeland Security planner Andy Davis have registered to attend the Response to Bombing Incidents and Suicide Bombing Prevention courses with New Mexico Tech in June 2024.

Sixty (92) students attended HOTCOG training, totaling 2832 contact training hours since November 2023.

Economic & Community Development Department Staff Report

REVOLVING LOAN FUND

HOTEDD currently administers two revolving loan funds: One through USDA (United States Department of Agriculture) and one through TDA (Texas Department of Agriculture).

The USDA fund is to support our local businesses so that they can grow, create jobs, and diversify our regional economy. Specifically, the HOTEDD RBEG RLF Program seeks to assist qualified small and emerging businesses in the rural Heart of Texas including Bosque, Falls, Freestone, Hill, Limestone, and rural McLennan Counties. Any private business that will employ 50 or fewer new employees and has less than \$1 million in projected gross revenues located in the rural (as defined by USDA) Heart of Texas region including Bosque, Falls, Freestone, Hill, Limestone and rural McLennan Counties (McLennan County communities that are not contiguous to the City of Waco). On a case by case basis, the Loan Committee may waive this requirement and provide loan funds to a business located outside the region if the committee determines doing so will have a positive economic impact on the community to be assisted with RLF funds. The project will create or retain one full-time job per each \$10,000.00 in loan funding. At least 51 percent of the interest in the business (applicant) must be owned by those who are either citizens of the United States or reside in the United States after being legally admitted for permanent residence certifiable by HOTEDD and USDA. HOTEDD RLF's financial assistance is necessary to the viability of the project: There must be evidence presented by the applicant that demonstrates that the projects financial requirements cannot be met from owner resources or a commercial financial institution.

Texas CDBG funds provided under the TCF SMRF program are required to comply with the national objective of principally benefiting persons of low and moderate income. The objective of the program is to expand economic opportunities that create or retain jobs, principally for low- and moderate-income persons. The SMRF program provides resources for an eligible applicant to support qualified small and microenterprise business(es) (a for-profit entity) to create or retain jobs for Texans. The CDBG regulations provide the following definitions: **Microenterprise Definition**, A “microenterprise” is a commercial enterprise that has five or fewer employees, one or more of whom owns the enterprise. “Persons developing microenterprises” means persons who have expressed interests in and who are, or after an initial screening process are expected to be, actively working toward developing businesses, each of which is expected to be a microenterprise at the time it is formed. 24 CFR §570.201(o)(3): **Small Enterprise Definition** is an enterprise” or “small business” is a commercial enterprise that has 25 or fewer employees, one or more of whom owns the enterprise. Falls County is the only county under the SMRF fund. The funding period through TDA and regulations is over but once TDA closes out the contract with Falls County then HOTEDD can lend the revolving funds back into Falls County without the stricter requirements of TDA.

HOTEDD is currently seeking applicants for approximately \$247,691 in USDA revolved funds.

SMRF has \$54,520.58

Currently loans are out to:

Net1 is now delinquent even on new terms. Staff is working with legal on calling note.

KNV Investments is current.

U.S. ECONOMIC DEVELOPMENT ADMINISTRATION GRANTS

EDA sent notification that the 2024 allocation has been passed and are able to process the EDD three grants at the full normal amount of \$210k

EDA prefers to use HOTCOG as the grant administrator of all projects within the HOTCOG region. EDA helps fund the Economic planning division of HOTCOG. All EDA funding projects must support the HOTCOG regions CEDS (Comprehensive Economic Development Strategies). Dorthy Jackson administers all of the grants at this time. This includes help with applications and once grant has been award then all financial reports and special conditions are fielded through Dorthy Jackson and then submitted to EDA.

EDA is seeking new public works grants. Please contact Dorthy Jackson if you have a need that we can fit into the national objective of the EDA.

EDA is working on a rolling basis for the funds they receive. Even if funds are not available now, they say to still submit applications and they will award eligible projects when they receive more funds. Make sure to contact me prior to sending in application!

Current EDA funding opportunities:

Key points for this report on EDA 2024 Allocation of public works grant conveyed by EDA Representative:

- The Economic Development Administration (EDA) recently announced the receipt of the 2024 funding allocation for public works projects.
- A portion of the allocated funds has already been committed to specific projects.
- The EDA anticipates allocating all remaining funds by summer, indicating a time-sensitive opportunity for potential applicants.
- To enhance competitiveness and be considered for a grant, applicants must submit Forms ED 900B.
- Forms ED 900B are crucial for reporting business activities resulting from the grant, such as new ventures, expansions, or job retentions.
- Timely completion and submission of Forms ED 900B are essential to demonstrate the tangible impact of the grant on applicants' operations.

Make sure to get with Dorthy Jackson quickly so that we can discuss any potential project with EDA Representative for our region.

Fiscal Year 2023 Public Works and Economic Adjustment Assistance (PWEAA) Application Submission and Program Requirements

Application deadline

There are no application submission deadlines. Applications will be accepted on an ongoing basis until the publication of a new PWEAA NOFO, cancellation of this PWEAA NOFO, or all available funds have been expended. EDA intends to review applications expeditiously upon receipt of the complete application.

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There are no application submission deadlines. Applications will be accepted on an ongoing basis until the publication of a new PWEAA NOFO, cancellation of this PWEAA NOFO, or all available funds have been expended.

This NOFO sets out EDA's application submission and review procedures for two of EDA's core economic development programs authorized under the Public Works and Economic Development Act of 1965, as amended (42 U.S.C. § 3121 et seq.) (PWEDA): (1) Public Works and Economic Development Facilities (Public Works) and (2) Economic Adjustment Assistance (EAA).

EDA supports bottom-up strategies that build on regional assets to spur economic growth and resiliency. EDA encourages its grantees throughout the country to develop initiatives that present new ideas and creative approaches to advance economic prosperity in distressed communities.

Through this NOFO EDA intends to advance general economic development in accordance with EDA's investment priorities, but also to pursue projects that, where practicable, incorporate

specific priorities related to equity, workforce development, and climate change resiliency so that investments can benefit everyone for decades to come.

EDA Investment Priorities

Each project funded under this NOFO must be consistent with at least one of EDA's Investment Priorities:

1. Equity
2. Recovery & Resilience
3. Workforce Development
4. Manufacturing
5. Technology-Based Economic Development
6. Environmentally-Sustainable Development
7. Exports & Foreign Direct Investment

Public Works

Through the primarily construction-oriented Public Works program, EDA provides catalytic investments to help distressed communities build, design, or engineer critical infrastructure and facilities that will help implement regional development strategies and advance bottom-up economic development goals to promote regional prosperity. The Public Works program provides resources to meet the construction and/or infrastructure design needs of communities to enable them to become more economically competitive. Examples of projects that have been funded previously include, but are not limited to:

- acquisition and development of land and improvements for use in public works or other types of development facilities;
- design and engineering, construction, rehabilitation, alteration, expansion, or improvement of public works, public service, or related development facilities, including related machinery and equipment;
- water and sewer system improvements;
- creation or expansion of industrial parks;
- creation or expansion of business incubator and accelerator facilities;
- expansion of port and harbor facilities;
- construction or expansion of facilities for workforce development;
- redevelopment of brownfield sites;
- expansion, construction, or improvements of technology-based facilities and research and development commercialization centers, including the procurement of necessary equipment;
- construction, expansion, or improvement of wet labs, including the procurement of necessary equipment;
- construction of multi-tenant manufacturing facilities;
- expansion or improvement of research, business and science parks; and
- expansion or enhancement of public facilities with higher quality fiber optic cables and telecommunications infrastructure and broadband infrastructure deployment.

Economic Adjustment Assistance (EAA)

Through the EAA program, EDA provides investments that support a wide range of construction and non-construction activities in regions experiencing adverse economic changes that may occur suddenly or over time. Supported activities include construction and non-construction such

as sectoral partnerships for workforce training, design and engineering, technical assistance, economic recovery strategies, and capitalization or re-capitalization of Revolving Loan Funds (RLF). EDA utilizes EAA investments to provide resources that help communities experiencing or anticipating economic dislocations to plan and implement specific solutions to leverage their existing regional economic advantages to support economic development and job creation. Like Public Works investments, EAA investments are designed to help communities catalyze public-private partnerships to foster collaboration, attract investment, create jobs, and foster economic resiliency and prosperity. Examples of projects that have been funded previously include, but are not limited to:

- construction or upgrading of public infrastructure;
- design and implementation of sectoral partnerships (see section 3.a.);
- activities necessary to strengthen cluster acceleration and expansion;
- capitalization or recapitalization of revolving loan funds (RLFs);
- development and implementation of long-term disaster recovery and resiliency plans;
- enhancement of infrastructure to make it more resilient to natural disasters;
- implementation of military base realignments and closures (BRAC) responses;
- development or expansion of commercialization and proof of concept centers;
- procurement of equipment for workforce training programs;
- market or industry research and analysis for larger hard or soft economic projects;
- creation or expansion of foreign direct investment, trade, or export initiatives;
- economic development projects that enhance density in the vicinity of other economic development;
- “strategy grants” to develop, update, or refine a Comprehensive Economic Development Strategy (CEDS) as described in EDA’s regulations at 13 C.F.R. § 307.3; and
- development of projects that provide technical assistance to enhance the capacity of key economic development actors in the region to promote the region’s locally owned strategies.

Current EDA projects Administrated by HOTCOG/HOTEDD:

TSTC Project through the Cares Act funding: The EDA investment is for the renovation of building space within the 30,877 sq ft Technical Studies Center (TSC) building and 41,223 sq ft Electronics Center (EEC) building. Major components for both buildings include:

- Conduct abatement,
- Conduct demolition,
- Installation of electrical, plumbing and IT infrastructure,
- Renovate interior lab and classroom space,
- Equipment purchase of technology equipment to support on-line lecture distribution,

The investment is for \$3,500,000 from EDA and original budget for total project was for \$6,083,594.

Construction has started at TSTC. Dorthy Jackson has conducted employee interviews and will continue through project to conduct interviews because prime contractor is subcontracting out a lot of the work.

Fairfield project: The EDA investment is for roadway improvements of approximately 3,750 feet of the existing Old Mexia-Fairfield Road (County Road 946). The roadway reconstruction

includes upgrading from a variable width (18-20 feet) asphalt concrete paved roadway to a formalized 24-foot-wide concrete paved roadway with stabilized subgrade and base and includes a culvert replacement. Other components include sitework, traffic control (permanent and temporary), curbing and inlets, driveway approach, erosion control measures and a minor utility relocation.

EDA investment is \$950,000 with total project estimated cost at 1,577,410.

On last report the board was informed that the Engineers for Fairfield EDC had determined the project was at 50% more than estimations when this project first started. Neither Fairfield EDC nor the City of Fairfield has the funds to cover that cost. Fairfield EDC decided to move forward with accepting bids with alternate scope of work to reduce the amount of road coverage to see how much the actual cost is and to give EDA an option to allow the reduction of scope of work. EDA did come back allowing alternative items on the bid manual. The bids were opened on February 15.

EDA has to approve the lowest bidder contract and then the construction will start.

Training:

COMMUNITY DEVELOPMENT

Staff is forwarding information to the community that comes down from Federal partners on upcoming grants.

Dorothy Jackson is continuing to work with the City of Mexia and City of Lacy Lakeview for GLO Grants.

The overview of the GLO grant will be continued in these reports for reference of the Executive Committee Board and HOTEDD Board members.

Dorothy Jackson has been working with the City of Mexia and the City of Lacy Lakeview, on grant through the Texas General Land Office (GLO) who have allocated up to \$100 million in Community Development Block Grant Mitigation (CDBG-MIT) funds for the Resilient Communities Program (RCP). RCP funds the development, adoption, and implementation of resilient building codes, flood damage prevention ordinances, zoning ordinances, comprehensive plans, and land use plans. Additionally, RCP funds an array of public service activities related to resilience. The maximum grant amount is \$300,000 per applicant. HOTCOG will be the grant administrator for the City of Whitney on this grant. The City of Whitney will be eligible for funds up to \$100,000 due to population. Please see Dorothy Jackson if there is an interest in your community to apply for this grant.

Mexia application has been submitted. GLO sent request for clarifications that Dorothy Jackson submitted back to the GLO specialist. The grant at time of this report is still under review. According to GLO specialist we should hear back on this within couple of days (inquired on 4/17/2024) and said then contract work would begin. This makes us hopeful that it will be awarded.

TDA (Texas Department of Agriculture)

Dorthy Jackson is sending out notifications of TDA announcements as they come in.

TDA is allowing \$12,253 to the COG for this year's technical assistance work.

TECHNICAL ASSISTANCE

Community and economic development technical assistance was provided to:

- Fairfield EDC
- TSTC
- City of Mexia
- City of Lacy Lakeview
- City of Clifton
- City of Whitney
- City of Marlin
- City of Mart
- City of Meridian

SOLID WASTE

The SWAC determined that FY24 and FY 25 would be conducting COG Managed Projects. Three Counties will be funded in each of the Fiscal Years. The projects will be determined by each County Judge or whomever they assign to the task. Staff will work directly with each entity to arrange and follow through on each project. There will be Code Enforcement training for all 6 counties that will be separate from the other projects. We are anticipating having 2 code enforcement trainings in FY24. There will be a total of 3 community collection events in FY 24. Bosque, Falls, and Freestone will all be doing a project that will involve both tire trailers and roll off dumpsters.

Air Quality

Staff remains in communication with consulting firm and works directly with them on a variety of issues and questions. Staff makes sure that all correspondence is documented, all invoices have PO's and Reqs attached, and are paid on time. Ramboll has just completed the new Statement of Work for FY24/25. TCEQ has opted to extend the last biennium contract to incorporate new years of data collection for ambient monitoring. Work in FY24 will begin as soon as TCEQ approves the new Statement of Work.

Health and Human Services Division
Program Activity
March 2024 Report
Executive Committee Meeting April 25, 2024

Health and Human Services Division

The following is a summary of the activities for the programs in the Health and Human Services Division of the Heart of Texas Council of Governments.

HEALTH AND HUMAN SERVICES PROGRAM DESCRIPTION AND ACTIVITY

Donnis Cowan – Director

The Health and Human Services Division (HHS) is one of two divisions of the Heart of Texas Council of Governments. The HHS division is made up of four different and distinct program areas 1) Area Agency on Aging; 2) Aging and Disability Resource Center; 3) Heart 2-1-1; and 4) Rural Transit District which primarily serves and works with individuals and family members who need assistance through either information or services. Below are the four program descriptions and activities.

TOTAL INDIVIDUALS SERVED BY COUNTY

Health and Human Services – Individuals Served							
Services	Bosque	Falls	Free-stone	Hill	Lime-stone	McL	Grand Total
Area Agency on Aging, ADRC, 211, and Transportation	311	872	502	880	1223	2373	6,161

1. Heart of Texas Area Agency on Aging (AAA)

Jan Enders – Special Programs and Outreach Manager
Ursula Johnson - Managing Local Ombudsman
John Vorderkunz - Contract Quality Assurance Specialist
Destiny Zavala – Senior Care Coordinator
Rose Contreras – Senior Benefits Counseling
Tiffany Soto – Senior Program Coordinator/Dementia Care Specialist

- 1 of 28 Area Agency on Aging contractors designated by the Texas Health and Human Services Commission (HHSC).
- Serves six counties including Bosque, Falls, Freestone, Hill, Limestone and McLennan.
- Provides access to needed social services, effective screening and assessment of individual needs, and advocacy for older persons (age 60 and older), their family members, or other caregivers.
- Directly administers services including benefits counseling, care coordination, caregiver support coordination, and long-term care ombudsman services.
- Contracts with service providers throughout the region to provide nutrition (congregate and home-delivered meals), homemaker care, respite care, personal

assistance, minor home repairs, health education classes, and caregiver counseling to caregivers and their loved ones.

- All programs are operated under all policies and procedures.

AREA AGENCY ON AGING PROGRAM DESCRIPTIONS AND PROGRAM ACTIVITY

John Vorderkunz - Contract Quality Assurance Specialist

Contract Quality Assurance negotiating and managing contracts; reporting; reimbursement; accounting; auditing; monitoring; procuring services funded with federal and state funds and providing quality assurance to ensure compliance with contracts. Validation of complete and accurate data in the HHS statewide system for quarterly and annual reports.

Jan Enders – Special Programs Manager

Outreach is intended to identify vulnerable, hard-to-reach individuals. The AAA conducts outreach to people who may be eligible for Aging Services, especially older individuals, residing in rural areas, with the greatest economic or social needs.

Outreach - Individuals Reached, March 2024							
Description	Bosque	Falls	Free-stone	Hill	Lime-stone	McL	Grand Total
Presentations - Medicare					66	66	132
Medicare Fraud SMP					66	66	132
Grand Total					132	132	264

Executive Committee Assistance Requested: The Area Agency on Aging would like to speak to your communities regarding our programs. To schedule an event in your county please call 254-292-1855.

BENEFITS ENTITLEMENT PROGRAMS

Jan Enders – Special Programs Manager

Rose Contreras - Senior Benefits Counselor

The Benefits Counseling program primarily provides financial-related assistance and Medicare/Medicaid-related services to clients through Legal Assistance (one-on-one) and Legal Awareness (groups) events. We continue to see a growing need for Benefits Counseling for the senior population and added emphasis has been placed on expanding the services of this program.

See next page for more information.

Area Agency on Aging Services - Benefits Assistance								
Services	Bosque	Falls	Free-stone	Hill	Lime-stone	McL	Other	Grand Total
Benefits Counseling - Medicare, Extra Help, Health Ins, & Social Security - Hours	5.15	6.83	14.22	9.57	9.37	231.29	6.10	282.53

CASE MANAGEMENT TYPE PROGRAMS **Destiny Zavala – Senior Care Coordinator**

The Care Coordination and Caregiver Support Coordination programs empower senior citizens age 60 and older and their family caregivers to maintain their independence, freedom, and dignity by identifying needs and arranging social services required for living independently. These programs include Case Management; In-Home Care – Homemaker – Personal Assistance – Caregiver Respite; REACH-TX; Rolling Walkers; Grab bars; Minor Residential Repair; and Wheelchair ramps.

Area Agency on Aging Services							
Services	Bosque	Falls	Free-stone	Hill	Lime-stone	McL	Grand Total
Care Coordination Connecting Individuals to Services - Hours	9.64	6.62	5.09	20.03		74.32	115.70
Callers for Assistance	3	1	1	4	3	59	71
Health Maintenance - assistive devices wheelchairs, walkers, etc. - Individuals				1		1	2
Grand Total	12.64	7.62	6.09	25.03	3.00	134.32	188.70

CASE MANAGEMENT TYPE PROGRAMS **Tiffany Soto – Senior Program Coordinator/Dementia Care Specialist**

The Caregiver Support Coordination programs empower senior citizens age 60 and older and their family caregivers to maintain their independence, freedom, and dignity by identifying needs and arranging social services required for living independently.

These programs include Case Management; In-Home Care – Homemaker – Personal Assistance – Caregiver Respite; REACH-TX; Rolling Walkers; Grab bars; Minor Residential Repair; and Wheelchair ramps.

REACH-TX (Resources for Enhancing Alzheimer's Caregiver Health) assists caregivers manage their health and well-being. REACH-TX is for family and friend caregivers of persons living with Alzheimer's Disease and related dementia. With the assistance of a trained and certified Dementia Care Specialist and Caregiver's Notebook this program is known to decrease the caregiver's depression; decrease

the caregiver's burden, improve the level of social support, and improve the capability to take care of the caregiver's health and well-being.

Area Agency on Aging Services							
Services	Bosque	Falls	Free-stone	Hill	Lime-stone	McL	Grand Total
Caregiver Support Coordination Connecting Caregivers to Services - Hours	0.25	1.03	0.22	10.03	1.37	100.73	113.63
REACH-TX coping skills for caregivers caring for loved ones with Alzheimer's or other dementias. # of sessions	5			18		7	30
Grand Total	5.25	1.03	0.22	28.03	1.37	107.73	143.63

Executive Committee Assistance Requested: The Area Agency on Aging would like to speak to your community regarding our programs. Please let us know how to best reach your community or have someone contact us at 254-292-1855.

NUTRITION PROGRAMS – Congregate (CM) & Home Delivered Meals (HDM)

- The nutrition program is our single largest program and impacts the greatest number of individuals in the greatest geographical coverage in our service area. We have four nutrition subrecipients that serve the nutritional needs of the elderly in the six-county service area.

Area Agency on Aging Nutrition							
Meals Funding Source	Bosque	Falls	Free-stone	Hill	Lime-stone	McL	Grand Total
Congregate Meals	CM	CM	CM	CM	CM	CM	CM
Area Agency on Aging	297	233	398	242	302	1432	2904
Other Local Donations County & Cities	14	2	541	32	142	62	793
Home Delivered Meals	HDM	HDM	HDM	HDM	HDM	HDM	HDM
Area Agency on Aging	915	1010	850	1659	1265	5199	10898
Other Local Donations County & Cities	107	60	705	134	43	4074	5123
Grand Total	1333	1305	2494	2067	1752	10767	19718

OMBUDSMAN PROGRAM

Ursula Johnson – Managing Local Ombudsman

Lynda Mitchell – Part-Time Ombudsman

- Through direct advocacy the Long-Term Care Ombudsman Program utilizes volunteers and staff to achieve the best possible quality of life for approximately 4,500 residents in 35 nursing homes and 21 assisted living facilities in our service area.
- Provided ongoing support and training for certified volunteers.
- Participate in monthly HHS webinars.
- Participate in weekly activity meetings with Patty Ducayet, State Long Term Care Ombudsman, and her staff.
- Serve as a resource to inquirers regarding changing facilities or moving to facilities in our region.

Ombudsman Program							
Services	Bosque	Falls	Free-stone	Hill	Lime-stone	McL	Grand Total
Long Term Care Facility Visits	3	1	1	3	1	38	47
Assisted Living Facility Visits				1	2	9	12
Complaints	1					2	3
State Surveys					1		1
Education & Consultations			1		1		2
Resident Council Meetings						2	2
Resident Discharge Appeal/s							0
Grand Total	4	1	2	4	5	51	67

Executive Committee Assistance Requested: The Ombudsman Program would like your assistance in locating volunteers to visit long-term and assisted living facilities in your community. Please have individuals call Lynda Mitchell at 254-313-7089.

2. Heart of Texas Aging and Disability Resource Center (ADRC)

Eric Hobbs – Housing Navigator

Debbie Jones – Resource Navigator

- The ADRC model is a “way of doing business” that is intended to respond more effectively and efficiently to the needs of individuals looking for long-term services and support.
- Provides information and assistance to individuals (including those with multiple, complex needs) about local programs and resources as they relate to aging or living with a disability, to older individuals, individuals of any age with disabilities, family caregivers, veterans, and families with children with special needs, all without regard to income levels.

- The primary purpose is to provide information to help individuals live within their community if possible.
- Operating a broad-based coalition consisting of the Area Agency on Aging, local Health and Human Services, Department of Assistive and Rehabilitation Services, Heart of Central Texas Independent Living Center, Heart of Texas 2-1-1, and Heart of Texas Behavioral Health Center.
- HOTCOG serves as the Lead Agency/Fiscal Agent and has the responsibility as contract administrator.
- Serves six counties including Bosque, Falls, Freestone, Hill, Limestone, and McLennan.
- 1 of 25 designated ADRCs by the Texas Health and Human Services Commission.

ADRC Outreach Activities

Outreach is intended to identify vulnerable, hard-to-reach individuals. The ADRC conducts outreach to people who may be eligible for Aging and Disability Services.

ADRC Outreach Events							
Description	Bosque	Falls	Free-stone	Hill	Lime-stone	McL	Grand Total
Presentations	1	1	1	1	1	7	12
Outreach - Health fairs	1	1	1	1	1	2	7
Roundtable - Tabletalks	1	1	1	1	1	1	6
Grand Total	3	3	3	3	3	10	25

ADRC Call Activity

Connecting older adults and individuals with disabilities with long-term care and support services. Callers were assisted with Community Resources

ADRC Call Activity							
Description	Bosque	Falls	Free-stone	Hill	Lime-stone	McL	Grand Total
AAA Referrals	2	1	3	1	5	60	72
Housing						3	3
In-Home Care	5	2	2	1	3	46	59
Medicare / Medicaid/ SNAP	1	1	1	1	1	15	20
Medical Equipment	1			1	1	5	8
Minor Home Repair	1					5	6
Nursing Home						7	7
Rent Payment Assist						1	1
Transportation			3				3
Utility Payment Assist			1			2	3
Other Community Resources	1	1	3	4	5	43	57
Grand Total	11	5	13	8	15	187	239

3. Heart of Texas Area Information Center (AIC) – (HT 2-1-1)

Amy Rossow – Call Center Manager

Marcy Whiddon – Resource Database Manager/Information & Referral Specialist

Belinda Arocha – Information & Referral Call Specialist

Joanna Whitehouse – Information & Referral Call Specialist

Karen Dunaway – Information & Referral Call Specialist – Part-Time

The 2-1-1 program is a nationwide “free” social service phone helpline answered by highly trained call specialists who listen to help-seekers’ needs and provide resources and information to evaluate and make the choice as to which referral sources best fit their needs. The help-seeker can then reach out to the resources that they choose. It is the help-seeker’s responsibility to reach out to each agency and provide any additional information requested for consideration for assistance through their program. 2-1-1 does not provide any direct funding, only referrals to non-profit, social services agencies who have voluntarily become part of our database designed to assist our help-seekers. We always encourage all help-seekers to call back to 2-1-1 at any time should they need more resources or identify another need. 2-1-1 provides referral information about health and human services to all callers regardless of age, ethnicity, gender, disability, or any other criteria. 2-1-1 is available 365 days a year and 24 hours a day.

HOT 2-1-1 (HT) continues to take traditional calls for local social service needs including food pantries, utility bills, rent, childcare, and medication assistance plus mental health and everything from A-Z for the state of Texas including the six-county service area. In addition, we take disaster-related calls when such an event occurs and provide close monitoring and reporting of any resources available for those impacted by the disaster.

- During **March 2942** calls came into our Area Information Center – Heart of Texas Council of Governments 2-1-1. Thankfully we remain on the Finesse Software and are receiving our local HOTCOG calls as a priority. However, if a call comes in from our HOTCOG area and all local Call Specialists are on the phone the call will go into a holding queue for 2 minutes, and then if the call is unable to be released into our local queue it will roll over to the state-wide queue and be answered by the next available Call Specialist.
- Out of 2942 calls **1457 calls were transferred to Health & Human Services Commission (HHSC) Option 2. – *Your Texas Benefits***. After the help-seeker shares their need to communicate with HHSC the Call Specialist obtains the demographic information from the help-seeker and the location where they are calling from, and the call is transferred to an automated system before reaching a representative from HHSC. The help-seeker is required to confirm their identity before being connected with a representative. The majority of calls being transferred to HHSC are for assistance with their Medicaid Benefits or SNAP - Food Stamp Benefits. HHSC can also assist the help-seeker with questions about the status of their accounts, resetting their password for online access, applying for coverage or inquiring about a denial.
- When help-seekers indicate that they need referrals for community assistance the call specialists try to identify at least 3 referral resources for each identified need. There is no limit to the time of each call, or the number

of needs discussed. Most of the community resource phone calls can be characterized as needing help with two or more services, such as rent and electricity or prescription assistance and food pantries. Our goal is to provide as many resources as the help-seeker needs. We also make sure to ask help-seekers who ultimately need to be transferred to HHSC if there is anything else we can help them with before transferring them, and quite often they will ask for assistance in one or more areas.

Our Call Specialists also offer follow-up calls for help-seekers, primarily in our local HOTCOG area that they believe need follow-up. We ask permission to make a follow-up call within a few days or possibly a week to check to see if the help-seeker was able to contact the agencies provided and if they were able to receive the assistance requested. The follow-up process allows us to check in with our help-seekers and allows us to get feedback regarding the agencies we have recommended they contact. We can address any concerns the help-seeker may have with a particular agency, and we can give kudos when applicable to our partner agencies. In the event the help-seeker was not able to receive assistance from the agencies previously provided we can search for additional resources that might be available in the area and then set a new follow-up date to check on the help-seeker.

Texas 2-1-1 Statewide Call Detail								Total HT211 Calls		
Description	Bosque	Falls	Free-stone	Hill	Lime-stone	McL	Total In Region	HT211 Referrals	HT211 HHSC Option 2	HT211 Total
Total Calls	45	63	45	93	93	1020	1359	1485	1457	2942
Top Needs Per County										
Electricity Payment Assistance	9	12	7	20	20	299	367			
Rent Payment Assistance	2	1		3	3	51	60			
Food Pantries	4	3		6	6	145	164			
Area Agency on Aging	4	1	3	5	5	32	50			
Housing Authorities						22	22			
Homeless Shelter						19	19			
County Statistics										
First Time Callers	4	2	5	8	8	105	132			
Transferred HHSC	20	36	21	37	37	409	560			

A new statistic that we will be providing is the number of help-seekers who indicate they are calling 2-1-1 for the first time. For the **month of March, we had 132 total first time callers**. We work very hard to inform our communities about 2-1-1 and all the services that we can offer. We look forward to watching these numbers grow and grow.

Please help spread the word that 2-1-1 phone assistance is available 24/7 to everyone! All ages, all races, all socioeconomic backgrounds. We have resources from A-Z, and we are here to help. The website www.211texas.org is also available 24/7.

4. Heart of Texas Rural Transit District

Ronald E. "Rep" Pledger - Manager

Frances Ramirez – Transportation Specialist

Misty Hendon – Transportation Admin

Rachel Braswell - Transit Dispatching and Scheduling Technician

General Information:

HOTRTD Staff has applied to TXDOT and been informed that we will receive Transit Technical Service Program (TTSP) assistance. The Transit Technical Services Program (TTSP) provides focused technical assistance to rural public transit systems in five areas: financial management and analysis, capital project development, operational and service analysis, policy, procedure and program document development, and strategic planning, performance, and organizational development. The technical assistance provided is short-term in duration, lasting between two and six months. The application is for technical assistance with policy, procedure, and program document development.

Funding

HOTRTD will be receiving \$149,879.00 in 5339 funds to be used for the purchase of a single BLUE bus.

Trainings/Meetings

June 9-13, 2024, CTAA Expo and Conference

Regional Transportation Coordination Council - (RTCC)

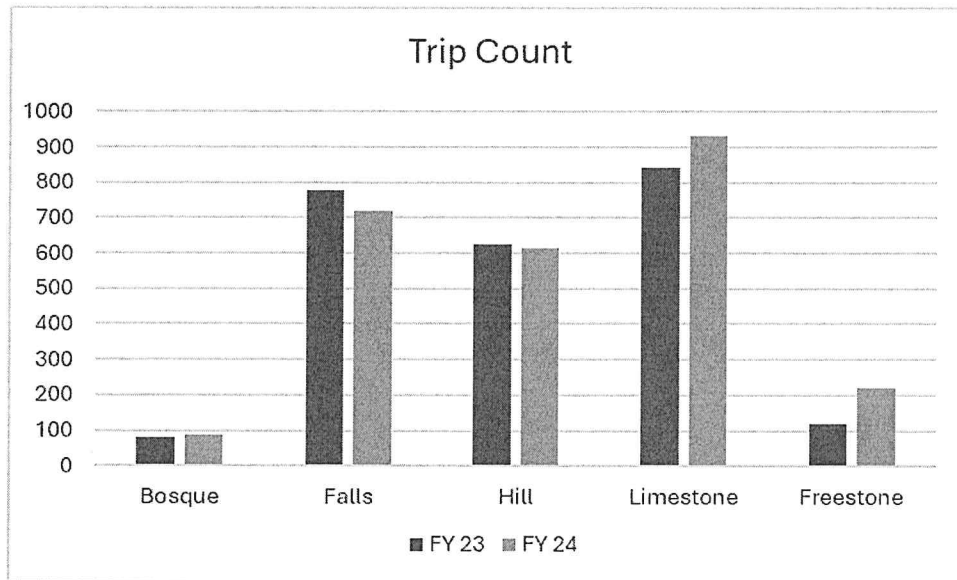
The next meeting will be on May 23rd.

Rural Transit District – (Operations)

Staff continue their outreach to clients to increase ridership.

Trip activities for March 2024 are as follows:

Transportation Services – One Way Trips		
Transportation Provider	FY 2023	FY 2024
Bosque County	80	86
Falls County	777	719
Hill County	627	614
Limestone County	842	932
Freestone County	120	222
Total - All 5 Counties	2446	2573



Trip Type by County						
Trip Type	Limestone	Falls	Hill	Freestone	Bosque	Grand Total
Dialysis	250	50	243	108	13	664
Work	199	254	139	15	18	625
Medical	139	40	122	29	8	338
Education		250			11	261
Mhmr	69	101	32	6	16	224
Personal	101	9	39	19	20	188
Shopping	92	9	39	43		183
Recreation	28			2		30
Veteran	25					25
Foster Grandparents	25					25
Parole	4	6				10
Grand Total	932	719	614	222	86	2573

Thank you for reviewing the Health and Human Services monthly activities.

Donnis Cowan
 Director of Health and Human Services
a division of the Heart of Texas Council of Governments

Course	Date	Agency	Attendees	Total
Basic Instructor	11/6-10/2023			
		TDJC	1	
		Bosque County Sheriff's Office	4	
		Meridian PD	1	
240				6
Basic Instructor	11/13/17			
		Waco PD	4	
		DPD	1	
240		Lorena PD	1	6
Crisis Intervention Training	11/13-17/2023	McLennan CO Const. Pct 2	2	
		Fairfield PD	2	
		Killeen PD	1	
		Travis CO Const.	1	
		Limestone Co SO	1	
		Private	3	
		Waco PD	2	
480				12
De Escalation	1/18/24	Woodway	6	
		Travis CO Const.	1	
		Private	3	
		Waco PD	1	
88				11
NCIC/TCIC	2/6-8/2024			
		Hill County Sheriff's Office	10	
		Horseshoe Bay	1	
		Attorney General Office	1	
		Somervell Co SO	1	
		Bosque Co SO	6	
		Hubbard PD	1	
		Leander PD	1	
		Lacy Lakeview PD	1	

			Erath County SO		1	
			Corsicana PD		1	
			Hillsboro PD		1	
			McLennan CO SO		3	
			Kosse PD		1	
			Stephenville		1	
			DPS		1	
			Caldwell PD		1	
			Washington County SO		4	
	864					36
Intermediate Crime Scene		3/11-15/2024				
			Hill Co SO		2	
			Waco PD		5	
			McLennan Co SO		1	
			Private		2	
			Bellmead PD		1	
			Franklin PD		1	
			Temple PD		1	
			Travis Co Const.		1	
			Crawford PD		1	
	600					15
Basic Instructor		3/4-8/2024				
			McLennan County SO		2	
			Woodway PSD		3	
			Bellmead PD		1	
			Temple PD		1	
			Lacy Lakeview PD		1	
	320					8
Mental Health Peace Officer		4/15-19/2024				