

Heart of Texas Council of Governments

Executive Committee Meeting

**Thursday
January 28, 2021
10:00 AM**

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

**In Person, or
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Judge Don Pool
President

Judge Linda Grant
Vice-President

Councilmember Jim Holmes
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 28th Day of January 2021, at 10:00 a.m. at the Heart of Texas Council of Governments, 1514 South New Road, Waco, Texas by "Virtual/Telephone Conferencing", (as approved by the Texas Attorney General) at which time the following subjects will be considered.

Please join the meeting from your computer, tablet or smartphone.

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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
- IV. Consideration of and/or action on the following:
 - A. Approval of the October 22, 2020 and December 10, 2020 meeting minutes
 - B. New Business
 - 1. Executive Committee recommendations of Officers and Members for 2021
 - 2. Law Enforcement Training Advisory Committee (LETAC) Appointments
 - 3. Criminal Justice Advisory Committee Appointments

PAGE

1

8

10

11

- 13 4. FY2022 Law Enforcement Training Grant Application and Resolution
15 5. FY2022 Juvenile Justice Alternatives Grant and Resolution
17 6. Emergency Preparedness Advisory Committee Appointments
18 7. 2021 State Homeland Security Program (SHSP) HOTCOG Regional Projects
and Approval of Resolutions for the Projects:
(1) HOTCOG Regional Planning,
(2) HOTCOG Regional Citizen Corps Program and
(3) HOTCOG ENS Information Sharing

C. Report of the Executive Director and Staff

- 22 1. Department of Administration
a. Financial, Personnel and Investment Report

28 2. Health & Human Services
29 a. Regionally Coordinated Transportation Plan (RCTP)
b. Department Activities Report

46 3. Regional Services
a. Department Activities Report

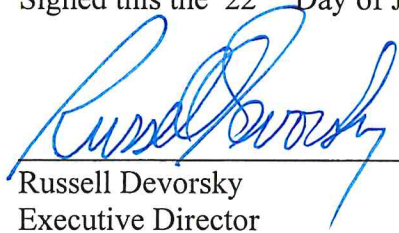
4. Executive Director's Report

54 V. Other Reports = FY2020 Law Enforcement Training Attendees

VI. Public Comment

VII. Adjournment

Signed this the 22nd Day of January 2021.


Russell Devorsky
Executive Director



Judge Don Pool
President

Councilmember Mike Thompson
Vice-President

Judge Linda Grant
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 22nd Day of October, 2020, at 10:00 a.m. at the Heart of Texas Council of Governments, 1514 South New Road, Waco, Texas, by "Virtual/Telephone Conferencing", (as approved by the Texas Attorney General).

Please join the meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/750763765>

You can also dial in using your phone.

United States (Toll Free): 1 866 899 4679

Access Code: 750-763-765

Members Present

Judge Don Pool, *President*
Judge Linda Grant, *Vice-President*
Councilmember Jim Holmes, *Secretary-Treas.*
Judge Justin Lewis
Judge Jay Elliott
Judge Scott Felton
Co. Treasurer Jeannie Keeney
Commissioner Nita Wuebker
Mayor Kyle Deaver
Mr. Calvin Rueter
Commissioner Kelly Snell
Councilmember Jimmy Rogers
Mayor Andy Smith
Mayor Johnnie Hauerland
Councilmember John Kinnaird

Bosque County
Freestone County
City of Waco
Hill County
Falls County
McLennan County
Freestone County
Falls County
City of Waco
Special Districts
McLennan County
City of Robinson
City of Hillsboro
City of Meridian
City of Waco

Members Absent

Judge Richard Duncan

Limestone County

Staff Present

Russell Devorsky
John C. Minnix

Executive Director
Dep. Exec. Director of Administration

Gary Luft
Mary McDow
Dorthy Jackson
Tim Jeske

Dep. Exec. Director of HHS
Personnel Manager
Regional Economic Development Manager
Homeland Security Manager

Visitors Present :
Kim Dowty

Texas Association of Regional Councils

AGENDA

I. Call to Order and Determination of a Quorum

President Don Pool called the meeting to order, roll call, and determined that a quorum was present.

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 was provided by Mary McDow.

III. Introduction of Guests. Guests and staff were introduced.

IV. Consideration of and/or action on the following:

A. Approval of the September 24, 2020 meeting minutes

President Don Pool asked if there were any corrections to the minutes. There being none, a motion was made by Judge Justin Lewis and seconded by Falls County Commissioner Nita Wuebker by to approve the September 24, 2020 minutes as presented. Motion passed.

B. Executive Session

1. In accordance with Chapter 551.074, Texas Government Code, as amended, the Heart of Texas Council of Governments Executive Committee will convene into Executive Session to discuss personnel matters, and the evaluation and compensation of the Executive Director.

2. Return to Open Session to consider decisions and/or take action relating to personnel matters, and the evaluation and compensation of the Executive Director.

A motion was made by Judge Jay Elliott and seconded by Judge Justin Lewis to approve a 1.6% increase in salary for the Executive Director effective 10/1/2020. Motion passed.

C. New Business

1. Selection of HOTCOG Auditor

Mr. John Minnix stated that recently, HOTCOG solicited request for proposals (RFP) for outside auditing services. The audit RFP was advertised in the Waco newspaper and proposals were due to HOTCOG on Friday, October 16, 2020. Mr. Minnix stated that one proposal was received from the current Auditors, Pattillo Brown and Hill for \$33,500.00. Staff recommendation is to select Pattillo, Brown & Hill for the FY2020 Audit for the amount of \$33,500.00 with the option for four additional years.

A motion was made by Judge Justin Lewis and seconded by Councilmember Jim Holmes to approve the recommendation to select Pattillo, Brown & Hill Auditing firm to provide auditing services for fiscal year 2020 at the cost of \$33,500.00 and with the option for four additional years. Motion passed.

2. Approval of HOTCOG Investment Policy

Mr. John Minnix presented the HOTCOG Investment Policy and Investment Strategy which is required to be reviewed on an annual basis. No changes were recommended.

A motion was made by Judge Justin Lewis and seconded by Councilmember John Kinnaird to approve the Investment Policy and Investment Strategy as presented. Motion passed.

3. Approval of Affirmative Action Plan

Mrs. Mary McDow presented the Equal Employment Opportunity Policy and Affirmative Action Plan which is updated on an annual basis to include HOTCOG's current workforce composition and an actual workforce analysis by position groups. Mrs. McDow noted the Plan reflects only minor changes from last year.

A motion was made by County Treasurer Jeannie Keeney and seconded by Mr. Calvin Rueter to approve the Equal Employment Opportunity Policy and Affirmative Action Plan as presented. Motion passed.

4. Appointment of Nominating Committee for 2021 Officers and Executive Committee members

President Don Pool appointed Judge Justin Lewis, Councilmember Jimmy Rogers and County Treasurer Jeannie Keeney to serve on the Nominating Committee for the election of Officers and Executive Committee members for 2021.

5. Ethics Training

Mr. Russell Devorsky presented Ethics Training for the Executive Committee.

D. Report of the Executive Director and Staff

1. Department of Administration

a. Financial, Personnel and Investment Report

Mr. Minnix presented the Financial, Personnel and Investment reports to the committee for their review and information.

2. Health & Human Services

a. Department Activities Report

Mr. Gary Luft presented the activity reports for the four program areas of the Health and Human Department: Area Agency on Aging, HOT Aging and Disability Resource Center, HOT 2-1-1 and the HOT Rural Transportation program.

3. Regional Services

a. Department Activities Report

Mrs. Dorothy Jackson gave the activities report on the Community and Economic Development program. Mr. Tim Jeske gave a report on Homeland Security and Criminal Justice program activities.

4. Executive Director's Report

Mr. Russell Devorsky gave a summary report of activities of the COG: (1) HOTCOG received and staff distributed PPEs (masks, gloves) to groups out in the region including local fire stations, volunteer fire departments, police departments, veteran groups, JPs, etc., (2) HOTCOG received the NADO Innovation award this year for the Food Distribution Project completed in April 2020.

Mr. Devorsky recognized Waco City Mayor Kyle Devers, McLennan County Commissioner Kelly Snell and Waco City Councilmember, John Kinnaird for their service on the Executive Committee.

V. Other Reports - None

VI. Public Comment - None

VII. Adjournment – There being no other business, the meeting was adjourned.



Judge Don Pool
President

Judge Linda Grant
Vice-President

Councilmember Jim Holmes
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 10th Day of December, 2020, at 10:00 a.m. at the Heart of Texas Council of Governments, 1514 South New Road, Waco, Texas, by "Virtual/Telephone Conferencing", (as approved by the Texas Attorney General). **Please join the meeting from your computer, tablet or smartphone**

<https://global.gotomeeting.com/join/294501181>

You can also dial in using your phone

United States (Toll Free): 1 866 899 4679

Access Code: 294-501-181

Members Present

Judge Don Pool, *President*
Judge Linda Grant, *Vice-President*
Councilmember Jim Holmes, *Secretary-Treas.*
Judge Jay Elliott
Co. Treasurer Jeannie Keeney
Commissioner Nita Wuebker
Mayor Andy Smith

Bosque County
Freestone County
City of Waco
Falls County
Freestone County
Falls County
City of Hillsboro

Members Absent

Judge Justin Lewis
Judge Richard Duncan
Judge Scott Felton
Mayor Johnnie Hauerland
Councilmember Jimmy Rogers
Mr. Calvin Rueter
Commissioner Kelly Snell

Hill County
Limestone County
McLennan County
City of Meridian
City of Robinson
Special Districts
McLennan County

Staff Present

Russell Devorsky
John C. Minnix
Gary Luft
Mary McDow
Dorthy Jackson
Tim Jeske

Executive Director
Dep. Exec. Director of Administration
Dep. Exec. Director of HHS
Personnel Manager
Regional Economic Development Manager
Homeland Security Manager

I. Call to Order and Determination of a Quorum

President Don Pool called the meeting to order, roll call, and determined that a quorum was present.

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 was provided by Mary McDow.

III. Introduction of Guests. Guests and staff were introduced.

IV. Consideration of and/or action on the following:

A. New Business

1. Approval of submission of grant applications and submission of Resolutions to the Criminal Justice Division, Office of the Governor
 - Falls County Special Crimes Investigation Program
 - Falls County Victim Services Program

Mr. Russell Devorsky stated that HOTCOG staff has been working with the Office of the Governor and the Falls County District Attorney Office to recover two Criminal Justice grants that were ranked as a priority to the region but not funded by the Governor's office due to reporting issues. The Office of the Governor has authorized the grants to be awarded to HOTCOG who will administer the projects on behalf of Falls County. Mr. Devorsky noted that this outside the box approach allows our region to continue to provide very important services to the citizens of Falls County during this grant cycle. HOTCOG staff is in support of this request.

A motion was made by Freestone County Treasurer Jeannie Keeney and seconded by Falls County Commissioner Nita Wuebker to approve the grant applications presented: Falls County Special Crimes Investigation Program in the amount of \$70,759.00 and the Falls County Victim Services Program in the amount of \$56,613.48 for 2021 funding and authorize the Executive Director to submit the grant applications and resolutions to the Criminal Justice Division, Office of the Governor. Motion passed.

V. Report of the Executive Director

Mr. Devorsky stated that current HOTCOG President, County Judge Don Pool will retire effective December 31st. Mr. Devorsky noted that it has been an honor to work with Judge Pool and wished him a happy and prosperous retirement. Judge Pool was presented with a rosewood Pen/Pencil set. Judge Pool expressed his appreciation and stated that it was great and rewarding to work with everyone at HOTCOG and on the Executive Committee.

VI. Other Reports – None.

VII. Public Comment – Commissioner Nita Wuebker gave praise to the Heart of Texas Rural Transportation District and thanked them for their service to the community.

VIII. Adjournment – There being no other business, the meeting was adjourned.

Linda Grant, President
Freestone County Judge

Jim Holmes, Vice-President
Councilmember, City of Waco

ACTION MEMORANDUM

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

January 28, 2021

SUBJECT: Nomination Slate for the 2021 Officers and Executive Committee Members for the Heart of Texas Council of Governments

INFORMATION:

Judge Justin Lewis, Councilmember Jimmy Rogers and County Treasurer Jeannie Keeney were appointed to serve as the Nominating Committee to recommend to the Committee the slate of Officers and Executive Committee members for 2021. A list of the recommended Officers and Executive Committee members will be presented at the meeting.

RECOMMENDED ACTION:

That the Heart of Texas Council of Governments Executive Committee consider and approve the recommended slate of Executive Committee Officers and members as presented.

Recommendation for Officers and Executive Committee members 2021

***Heart of Texas Council of Governments
Executive Committee Officers and Members 2021***

EXECUTIVE OFFICERS

PRESIDENT *Linda Grant* *County Judge, Freestone*

VICE-PRESIDENT *Jim Holmes* *Councilmember, City of Waco*

SECRETARY/TREASURER *Vacant*

EXECUTIVE COMMITTEE

Justin Lewis *County Judge* *Hill County*

Andy Smith *Mayor* *City of Hillsboro*

Scott Felton *County Judge* *McLennan County*

Jimmy Rogers *Councilmember* *City of Robinson*

Jim Smith *Commissioner* *McLennan County*

Jay Elliott *County Judge* *Falls County*

Nita Wuebker *Commissioner* *Falls County*

Richard Duncan *County Judge* *Limestone County*

Cindy Vanlandingham *County Judge* *Bosque County*

Jeannie Keeney *Co. Treasurer* *Freestone County*

Johnnie Hauerland *Mayor* *City of Meridian*

Dillon Meeks *Mayor* *City of Waco*

Vacant *Councilmember* *City of Waco*

Calvin Rueter *Member* *Special Districts*

ACTION MEMORANDUM

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

January 28, 2021

SUBJECT:

Law Enforcement Training Advisory Committee (LETAC) Appointment

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 one-year terms.

Executive Director Russell Devorsky recommends that Emergency Preparedness Manager Chris A. Anderson serve on the LETAC.

Executive Director Russell Devorsky recommends that David A. Drake be reappointed to serve on the LETAC.

Executive Director Russell Devorsky recommends that Michael Abel be appointed to serve on the LETAC.

Judge Richard Duncan recommends that Lee R. Cox be reappointed to serve on the LETAC.

Judge Lewis recommends that Tina Lincoln be reappointed to serve on the LETAC.

Judge Linda Grant recommends that Jeremy Shipley be reappointed to serve on the LETAC.

Judge Jay Elliot recommends that Joe Lopez be appointed to serve on the LETAC.

Judge Scott Felton recommends that David Kilcrease be reappointed to serve on the LETAC.

ACTION:

That the Heart of Texas Council of Governments' Executive Committee appoint Chris A. Anderson and Michael Abel to serve on the LETAC.

That the Heart of Texas Council of Governments' Executive Committee reappoint Jeremy Shipley, Tina Lincoln, Lee Cox, David Drake and David Kilcrease.

ACTION MEMORANDUM

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

January 28, 2021

SUBJECT: Criminal Justice Advisory Committee (CJAC) reappointment of members, chair, and vice-chair

INFORMATION:

The Heart of Texas Council of Governments' Criminal Justice Advisory Committee's by-laws require that the Heart of Texas Council of Governments' Executive Committee appoint CJAC members.

The CJAC members request to be reappointed, including retaining the Chair, Brian Swick, vice-chair Scott Ferguson and members, Milton Albright, Cathy Beckwith, Katie Cole, Bill Madding, David Echols, Jay Sparkman, Mark Norcross, Tuck Saunders, Dick VanDyke and Nita Wuebker.

ACTION:

That the Heart of Texas Council of Governments' Executive Committee reappoint the CJAC with officers for the 2021-2022 term year.

ACTION MEMORANDUM

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

January 28, 2021

SUBJECT: Criminal Justice Advisory Committee (CJAC) adding new member

INFORMATION:

The Criminal Justice Division of the Governor's Office requires the regional Executive Committees to appoint members to the Criminal Justice Advisory Committee

Judge Lewis recommends the addition of John Miller, Hill County Constable.

Judge Felton recommends the addition of Yesica Rodriguez, Domestic Violence Response Team

Judge Elliott recommends the addition of Joe Lopez, Sheriff Falls County

ACTION:

The Heart of Texas Council of Governments' Executive Committee appoint John Miller, Yesica Rodriguez and Joe Lopez to the Criminal Justice Advisory Committee (CJAC).

ACTION MEMORANDUM

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

January 28, 2021

SUBJECT: FY 2022 Law Enforcement Training Grant Application

INFORMATION:

The Criminal Justice Division of the Governor's Office is soliciting applications for projects that law enforcement training programs during the state fiscal years 2022 and 2023 grant cycle. The Heart of Texas Council of Governments (HOTCOG) will request \$142,423.50 for the Heart of Texas Region Law Enforcement Program for the period of September 1, 2021 through August 31, 2023. Under the grant contract, the HOTCOG will be responsible for:

- scheduling TCOLE certified courses for regional law enforcement
- maintaining a quality program that offers basic, intermediate, mandatory, and specialized classes
- providing grant management including quarterly progress as required
- attending a mandatory TCOLE Training Coordinators Conference

ACTION:

The Heart of Texas Council of Governments' Executive Committee authorizes the Executive Director to submit an application to the Criminal Justice Division of the Governor's Office for FY 2022 Criminal Justice Program funding through the resolution that follows.



Judge Linda Grant
President

Councilmember Jim Holmes
Vice-President

Vacant
Secretary/Treasurer

Russell Devorsky
Executive Director

Heart of Texas
Council of Governments

**RESOLUTION
AUTHORIZING THE EXECUTIVE DIRECTOR
TO EXECUTE GRANT APPLICATION**

WHEREAS, the Executive Committee of the Heart of Texas Council of Governments finds it in the best interest of the citizens of the Heart of Texas Region that the Regional Law Enforcement Training Program be operated for fiscal biennium 2022.

WHEREAS, the Executive Committee agrees that in the event of loss or misuse of the Criminal Justice Division funds, the Executive Committee assures that the funds will be returned to the Criminal Justice Division, Office of the Governor in full.

WHEREAS, the Executive Committee designates the Executive Director as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter, or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED THAT THE EXECUTIVE COMMITTEE OF THE HEART OF TEXAS COUNCIL OF GOVERNMENTS approves submission of the grant application for the Regional Law Enforcement Training Program to the Criminal Justice Division, Office of the Governor.

SUBMITTED AND PASSED this Twenty-eighth day of January 2021 A.D., by motion made, seconded, and duly passed by the Executive Committee of the Heart of Texas Council of Governments.

Signed:

Linda Grant, President
Judge, Freestone County

Attest:

Jim Holmes, Vice-President
Councilmember, City of Waco

Application # 1784712

ACTION MEMORANDUM

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

January 28, 2021

SUBJECT: FY 2022 Juvenile Justice Alternatives

INFORMATION:

The Criminal Justice Division of the Governor's Office is soliciting applications for Juvenile Justice Alternatives during the state fiscal year 2022 grant cycle. The Heart of Texas Council of Governments (HOTCOG) will request \$49,485.49 for the Heart of Texas Region Juvenile Justice and Truancy Prevention for the period of October 1, 2021 through August 31, 2022. Under the grant contract, the HOTCOG will be responsible for:

- preparing contracts with each of the six counties within the HOTCOG region that will be receiving grant funds to provide juvenile detention alternatives;
- reimburse each of the six counties' juvenile probation departments for juvenile justice detention and counseling services provided; and
- provide grant management including submitting project quarterly and/or progress reports as required, and a monitoring visit to each sub-recipient.

ACTION:

The Heart of Texas Council of Governments' Executive Committee authorizes the Executive Director to submit an application to the Criminal Justice Division of the Governor's Office for FY 2022 Criminal Justice Program funding through the resolution that follows.



Judge Linda Grant
President

Councilmember Jim Holmes
Vice-President

Vacant
Secretary/Treasurer

Russell Devorsky
Executive Director

Heart of Texas
Council of Governments

RESOLUTION
AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE GRANT
APPLICATION

WHEREAS, the Executive Committee of the Heart of Texas Council of Governments finds it in the best interest of the citizens of the Heart of Texas Region that the Juvenile Justice Mental Health Counseling Services Reimbursement Program in the amount of \$49,485.49 to be operated for fiscal year 2021.

WHEREAS, the Executive Committee agrees that in the event of loss or misuse of the Criminal Justice Division funds, the Executive Committee assures that the funds will be returned to the Criminal Justice Division, Office of the Governor in full.

WHEREAS, the Executive Committee designates the Executive Director as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter, or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED THAT THE EXECUTIVE COMMITTEE OF THE HEART OF TEXAS COUNCIL OF GOVERNMENTS approves submission of the grant application for the Juvenile Justice Mental Health Counseling Services Reimbursement Program to the Criminal Justice Division, Office of the Governor.

SUBMITTED AND PASSED this 28th day of January 2021, A.D., by motion made, seconded, and duly passed by the Executive Committee of the Heart of Texas Council of Governments.

Signed:

Judge Linda Grant, President
County Judge, Freestone County

Attest:

Jim Holmes, Vice-President
Councilmember, City of Waco

Application #1424123

ACTION MEMORANDUM

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

January 28, 2021

SUBJECT:

Emergency Preparedness Advisory Committee Appointments

INFORMATION:

The below individuals have been nominated by a county judge, mayor or executive director to fill a position on the Emergency Preparedness Advisory Committee (EPAC). The nominated individual has agreed to serve on the committee if their nomination is approved.

Name	Position	Agency	Representing	Nominated By	Term Expiration
Rob Bergerson	Deputy Fire Chief	Waco	City of Waco	Mayor Kyle Deaver	12/31/22
Trace Hendricks	Sheriff	Bosque County	Bosque County	Judge Vanlandingham	12/31/21
Terry Townley	Commissioner Pct 2	Bosque County	Bosque County	Judge Vanlandingham	12/31/22
Danny Guerra	Supervisor	AMR	McLennan County	Judge Scott Felton	12/31/22
Chris Cary	Community Outreach Officer	Hillsboro Police	Hill County	Judge Justin Lewis	12/31/22
Nate Smith	City Administrator	City of Fairfield	Freestone County	Judge Linda Grant	12/31/21

ACTION:

That the Heart of Texas Council of Governments Executive Committee approve the appointments of the above nominees to fill a term on the Emergency Preparedness Advisory Committee as a representative of our region.

ACTION MEMORANDUM

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

January 28th, 2021

SUBJECT:

Resolutions for three HOTCOG Homeland Security Grant Applications

INFORMATION:

HOTCOG will submit three applications for the Homeland Security Grant Program; HOTCOG Regional Planning, HOTCOG Regional Citizen Corps Program, and the HOTCOG ENS Information Sharing. 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.

ACTION:

That the Heart of Texas Council of Governments' Executive Committee approve the three attached resolutions for HOTCOG Regional Planning, HOTCOG Regional Citizen Corps Program, and the HOTCOG ENS Informational Sharing for submission to the Office of the Governor's Public Safety Office.



Judge Linda Grant
President

Councilmember Jim Holmes
Vice-President

Heart of Texas
Council of Governments

Vacant
Secretary/Treasurer

Russell Devorsky
Executive Director

Heart of Texas Council of Governments

Executive Committee Resolution

WHEREAS, The Heart of Texas Council of Governments finds it in the best interest of the citizens of the Heart of Texas Council of Governments Region that the HOTCOG-Regional Planning project in the amount of \$163,640.10 be operated for 2022; and

WHEREAS, The Heart of Texas Council of Governments agrees that in the event of loss or misuse of the Office of the Governor funds, the Heart of Texas Council of Governments assures that the funds will be returned to the Office of the Governor in full.

WHEREAS, The Heart of Texas Council of Governments designates Russell Devorsky, Executive Director, as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that the Heart of Texas Council of Governments Executive Committee approves submission of the grant application for the HOTCOG-Regional Planning to the Office of the Governor.

Signed by: _____
Judge Linda Grant
Freestone County Judge

Passed and Approved this _____ (Day) of _____ (Month), _____ (Year)

Grant Number: 2954107



Judge Linda Grant
President

Councilmember Jim Holmes
Vice-President

Heart of Texas
Council of Governments

Vacant
Secretary/Treasurer

Russell Devorsky
Executive Director

Heart of Texas Council of Governments

Executive Committee Resolution

WHEREAS, The Heart of Texas Council of Governments finds it in the best interest of the citizens of the Heart of Texas Council of Governments Region that the HOTCOG Regional Citizen Corps Program project in the amount of \$25,000.00 be operated for 2020; and

WHEREAS, The Heart of Texas Council of Governments agrees that in the event of loss or misuse of the Office of the Governor funds, the Heart of Texas Council of Governments assures that the funds will be returned to the Office of the Governor in full.

WHEREAS, The Heart of Texas Council of Governments designates Russell Devorsky, Executive Director, as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that the Heart of Texas Council of Governments Executive Committee approves submission of the grant application for the HOTCOG Regional Citizen Corps Program to the Office of the Governor.

Signed by: _____
Judge Linda Grant
Freestone County Judge

Passed and Approved this _____ (Day) of _____ (Month), _____ (Year)

Grant Number: 2954007



Judge Linda Grant
President

Councilmember Jim Holmes
Vice-President

Heart of Texas Council of Governments

Vacant
Secretary/Treasurer

Russell Devorsky
Executive Director

Heart of Texas Council of Governments

Executive Committee Resolution

WHEREAS, The Heart of Texas Council of Governments finds it in the best interest of the citizens of the Heart of Texas Council of Governments Region that the HOTCOG ENS - Information Sharing project in the amount of \$70,000 be operated for **2022**; and

WHEREAS, The Heart of Texas Council of Governments agrees that in the event of loss or misuse of the Office of the Governor funds, the Heart of Texas Council of Governments assures that the funds will be returned to the Office of the Governor in full.

WHEREAS, The Heart of Texas Council of Governments designates Russell Devorsky, Executive Director, as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that the Heart of Texas Council of Governments Executive Committee approves submission of the grant application for the HOTCOG-Regional Planning to the Office of the Governor.

Signed by: _____
Judge Linda Grant
Freestone County Judge

Passed and Approved this _____ (Day) of _____ (Month), _____ (Year)

Grant Number: 2953607

Administrative Services Department

**Financial / Personnel Reports
Investment Report**

Executive Committee Meeting

January 28, 2021

**Heart of Texas Council of Governments
Combined Balance Sheet
December 31, 2020**

Assets

Current

Cash	\$ 2,472
Investments	808,628
Due (to)/from Grantor Agencies	386,888
Membership Dues Receivables	4,272
Aging Match Receivables	247
Other Receivables	2,555
Pre-Paid Items	22,442
	<u>1,227,504</u>

Fixed Assets

Building	2,810,000
Land	690,000
Furniture & Equipment	2,288,741
Less: Accumulated Depreciation	<u>(3,315,413)</u>
	2,473,328

Total Assets

\$ 3,700,832

Liabilities

Current

Accounts Payable	41,243
Due to HOTEDD	508,699
Accrued Vacation	139,093
Deferred Revenue	144,996
	<u>834,031</u>

Long-term Liabilities

Notes Payable	956,713
	<u>956,713</u>

Total Liabilities

\$ 1,790,744

Fund Equity

Investments in Fixed Assets, net of related debt	1,516,615
Nonspendable-prepaid items	22,442
Restricted for Building Maintenance	10,001
Restricted for Emergency Notification System	618
Restricted for Federal & State programs	54,569
Unassigned	305,843
	<u>305,843</u>

Total Fund Equity

\$ 1,910,088

Total Liabilities & Fund Equity

\$ 3,700,832

Heart of Texas Council of Governments
Combined Statement of Revenues, Expenditures
& Changes in Fund Balance
For Three Months Ended December 31, 2020

Revenues	Year To Date	YTD Budget	YTD Budget Variance	12 Month Budget	Annual Budget Remaining
Grants administered from State/Federal	\$ 1,244,241	\$ 1,916,320	\$ (672,079)	\$ 7,665,280	\$ 6,421,039
Rent-WF Bldg	97,500	97,500	-	390,000	292,500
Local Funds/Mgt. Fees	41,178	34,146	7,032	136,584	95,406
Memberships Dues	-	14,250	(14,250)	57,000	57,000
Inkind Match/Program Income	2,932	182,250	(179,318)	728,998	726,066
Interest Income	239	500	(261)	2,000	1,761
Miscellaneous Income	1,122	750	372	3,000	1,878
Total Revenues	\$ 1,387,212	\$ 2,245,716	\$ (858,504)	\$ 8,982,862	\$ 7,595,650
Expenditures					
Salaries	242,053	253,844	11,791	1,015,376	773,323
Fringe Benefits	128,655	134,922	6,267	539,687	411,032
Travel	803	10,599	9,796	42,394	41,591
Equipment	859	203,375	202,516	813,500	812,641
Supplies	4,307	5,314	1,007	21,255	16,948
Other Expenses	68,049	93,611	25,562	374,444	306,395
Delegate Agency/Contractual Costs	647,926	1,047,325	399,399	4,189,300	3,541,374
Indirect Costs	222,216	219,527	(2,689)	878,107	655,891
Insurance/Maintenance-WF Bldg	13,400	12,500	(900)	50,000	36,600
Debt Service-WF Bldg	67,327	67,327	0	269,309	201,982
Inkind Match/Program Income	-	182,250	182,250	728,998	728,998
Total Expenditures	\$ 1,395,595	\$ 2,230,593	\$ 834,998	\$ 8,922,370	\$ 7,526,775
Changes in Fund Balance					
Excess (Deficiency) of revenues over (under) expenditures	(8,383)			60,492	
Transfers-Due (to)/from HOTEDD	(7,035)			(31,742)	
Net Change in Fund Balances	(15,418)			28,750	
Fund Balances as of October 1, 2020	408,891				
Fund Balances as of December 31, 2020	\$ 393,473				

Heart of Texas Council of Governments
Monthly Report of Cash Transactions and Condition
As of December 31, 2020

	<u>Operating Account</u>	<u>Short Term Investments</u>	<u>Total Cash</u>
Beginning Balance 12/1/20	\$ 80,391	\$ 808,565	\$ 888,956
Transactions			
Cash In	378,042	63	378,105
Cash (Out)	<u>(455,961)</u>	<u>-</u>	<u>(455,961)</u>
Net Income (Outlay)	(77,919)	63	(77,856)
Net Transfers In (Out)	<u>-</u>	<u>-</u>	<u>-</u>
Net Total Transactions	<u>(77,919)</u>	<u>63</u>	<u>(77,856)</u>
Ending Balance 12/31/20	<u><u>\$ 2,472</u></u>	<u><u>\$ 808,628</u></u>	<u><u>\$ 811,100</u></u>

**HEART OF TEXAS COUNCIL OF GOVERNMENTS
PERSONNEL STATUS SUMMARY
AS OF October 22, 2020**

NUMBER OF POSITIONS AUTHORIZED BY GRANT/FUND BUDGETS 30

NUMBER OF PEOPLE EMPLOYED 30

As of January 22, 2021, 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	16	16	0	0	0
<u>Totals</u>	30	29	0	1	0

Heart of Texas Council of Governments

Investment Report

For the Quarter Ending December 31, 2020

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.

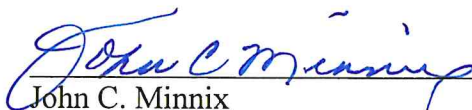
Summary of General and Special Revenue Funds

Beginning Market/Book Value @ 10/01/2020	\$ 496,518
Net Transfers In (Out)	311,871
Interest Earned	239
Ending Market/Book Value @ 12/31/2020	\$ 808,628

Notes:

1. The money market account does not have a maturity date.
2. Following are the annualized average rates of return:
 - October 2020 .1335%
 - November 2020 .1231%
 - December 2020 .0909%
3. Market value of pledged securities as of 12/31/2020: \$ 454,131

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
Director of Administration

1/13/21
Date

Information Item

HEART OF TEXAS COUNCIL OF GOVERNMENTS

EXECUTIVE COMMITTEE

January 28, 2021

INFORMATION

HOTCOG Rural Transit District (RTD) staff released a Request for Proposal (RFP) on December 23, 2020 to acquire the services of a planning consultant to update the current Regionally Coordinated Transportation Plan (RCTP) in compliance with Texas Department of Transportation (TxDOT) and HOTCOG requirements. The project is funded by the TxDOT. Seven proposals were received and narrowed down to four for consideration. HOTCOG RTD staff along with members from the Regional Transportation Coordination Council are currently reviewing the four remaining proposals seeking the best candidate that can deliver a qualified plan to update the current RCTP. The planning consultant chosen for this project will be selected on Friday, January 22, 2021 at 9:00 am.

HOTCOG RTD staff will provide the name of the consultant selected to update the RCTP at the January 28, 2021 Executive Committee meeting.

RECOMMENDED ACTION

None required.

Health and Human Services Division - HOTCOG

Quarterly Report for October, November, and December of 2020

The following is a summary of the activities for October, November, and December in 2020 of the programs in the Health and Human Services Division of the Heart of Texas Council of Governments.

General Description of Services Provided by Health and Human Services Division

Gary W. Luft – Director

The Health and Human Services Division (HHS) is one of two operational divisions of the Heart of Texas Council of Governments. The HHS division is made up of four different and distinct program areas that primarily serve and work with individuals and family members who need assistance through either information or services.

Area Agency on Aging (AAA)

- Provides access to needed social services, effective screening and assessment of individual needs, and advocacy for the 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.
- Serves six counties including Bosque, Falls, Freestone, Hill, Limestone and McLennan.
- 1 of 28 Area Agency on Aging contractors designated by the Texas Health and Human Services Commission (HHSC).

Heart of Texas Aging and Disability Resource Center (ADRC)

- 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.
- Primary purpose is to provide information to help individuals live within their community if possible.
- Operating broad-based coalition consisting of 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 Region MHMR Center.
- HOTCOG serves as the Lead Agency/Fiscal Agent and has responsibility as contract administrator.
- Serves six counties including Bosque, Falls, Freestone, Hill, Limestone and McLennan.

- 1 of 28 designated ADRCs by the Texas Health and Human Services Commission (HHSC).

Heart of Texas 2-1-1 Call Center (2-1-1)

- Provides referral information about health and human services to all callers regardless of age, ethnicity, gender, disability, or any other criteria.
- “Free” social service help line answered by trained specialists who can assess caller’s social service needs and connect them to the people and services that can best assist them.
- Answered 24 hours a day, 7 days a week by Information-Referral Specialists.
- Part of a national initiative to make information about health and human services readily available to all callers regardless of age, ethnicity, gender, disability, or any other criteria.
- Calls generally relate to requests for assistance for food, clothing, shelter, utility bill payment assistance, medical assistance, affordable childcare, eldercare, disaster relief, etc.
- Serves six counties including Bosque, Falls, Freestone, Hill, Limestone and McLennan.
- 1 of 25 Area Information Centers designated by the Texas Information and Referral Network (TIRN).

Heart of Texas Rural Transit District (RTD)

- Provides demand response transportation to the public including transportation for seniors age 60 and older and to the disabled of any age utilizing a contracted services business model.
- Shared ride service is considered “curb to curb” meaning the vehicle comes to the passenger instead of the passenger going to the vehicle and multiple riders may be on the vehicle.
- Services are provided Monday through Friday in the rural counties of Bosque, Falls, Freestone, Hill, and Limestone.
- Transportation into or out of McLennan County can be provided if the trip originates from or terminates into one of our five rural counties.
- Service is primarily provided using a fleet of 27 HOTCOG owned vans and small buses operated by two different sub-contractors.
- 1 of 36 Rural Transit Districts designated by the Texas Department of Transportation (TxDOT).

<p align="center">Specific Activities for the period of October, November, and December of 2020 – Quarterly Report</p>

COVID-19 has impacted delivery of services in all programs of the Health & Human Services Division. Much of what is required for delivery of services during COVID is being done remotely over the telephone or by internet because of safety concerns for the clients, as well as for the providers of the services. All the services involve clients and the reduction in number of clients or challenges related to “face to face” interaction

have dramatically impacted the number of clients served and the units for each service. Each program is impacted differently, but all have been impacted.

Interestingly, COVID-19 has increased the number of callers for 211 needing assistance while all other programs have seen a dramatic decrease in number of clients. Again, "face to face" interaction influences the number of clients seeking help and assistance.

Area Agency on Aging - (AAAHOT)

Gary W. Luft – Director

Highlights for the three-month period :

- We received preliminary funding notice from HHS based on level funding.
- We submitted to HHS program budgets based on the anticipated funding.
- Technical assistance was provided to our providers via email and telephone calls. We provide hands-on assistance as needed and as appropriate.
- We continue to work with the United Way of Tarrant County on the FIE2 grant which includes assistance in providing "A Matter of Balance" classes throughout our service area.
- We submitted our FY20 Aging closeout to HHS for 10-1-19 thru 9-30-20.
- We submitted our FY20 SRT file, which uploads our demographics to Washington.
- We submitted our first FY21 quarterly report.
- We continued to provide services as required by contract.

Aging Program Development – (AAAHOT)

Jan Enders – Manager

Aging Program Development focuses on the identification and development of new programs/services and the establishment of partnering relationships in the community that allows the AAA to be more successful in meeting the needs of our seniors and clients. The scope of the initiative strategically strengthens our efforts, programs, and services across the entire AAA with no restrictions to specific program areas.

- Legal Awareness: (Outreach into six-county area) - October, November, December 2020 – (Includes Zoom contacts, 6 each newspaper PSA's, publications promoting services, organizations utilizing AAA materials, and direct seminars, etc.)

Total contacts for October, November, December 2020 – 1,472,429

Senior Medicare Patrol – Fraud Detection, Prevention and Reporting continued throughout October, November, and December, and will continue throughout the six-county region recruiting volunteers, setting up presentations, fraud forums. All work from March 16, 2020, until September 1, 2020 was virtual with zoom, internet, and telephone due to COVID-19. On October 1, 2020, the Better Business Bureau of

Houston, TX did not renew AAA's contract for Senior Medicare Patrol. Senior Medicare Patrol's Senior Volunteer Coordinator, Janice Mancherian's last day was October 15, 2020. The AAA will continue the efforts of the SMP to provide information about scams and fraud primarily directed against seniors. The outreach and education previously performed by the SMP have been merged into other services of the HHS Division.

Medicare Open Enrollment – Open Enrollment for Medicare began October 15, 2020 and ran through December 7, 2020. Multiple events occurred throughout the six-county region informing Medicare beneficiaries about the changes and enrolling individuals at a rapid pace. Medicare changed many of the processes prior to open enrollment making it increasingly more complex during this period. Events were planned and took place during the months of November and December 2020.

Collaboration with Benefits Counseling – Jan Enders continues to assist the Benefits Counseling Program as it strives to serve all the clients. With increased advertising and promotions, more people are contacting AAA for services. Future programs are planned in rural areas as the objective remains for us to contact Medicare beneficiaries and caregivers in these regions.

Benefits Counseling – (AAAHOT)

Donnis Cowan – Manager
Jan Enders – Sr. Benefits Counselor
Rose Contreras – Sr. 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.

The following services were provided:

- Legal Assistance services provided counseling to individuals assisting them with Medicare Part D, Medicare benefits, Medicare Advantage Appeals, Social Security questions, and other benefit-related questions.
 - Legal Assistance serving age 60 and older
 - 331 people were served
 - 765.98 hours were provided
- Legal Awareness services provided CMS Mailings which includes Medicare information such as Medicare Part D, Medicare A&B explanation, Medicare Preventative Services, Social Security updates, and other Medicare benefit-related information.
 - Legal Awareness serving age 65 and older
 - 1626 people were served

Care Coordination – (AAAHOT)

Donnis Cowan – Manager

The Care Coordination program empowers 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. The program is broad based and includes a variety of related service opportunities. Staff continues to be extremely active, efficient, and productive in providing an assortment of care related services to clients.

- Care Coordination serving age 60 and older a case manager assesses the needs with the client and plans, arranges, coordinates, and follows-up on needed services. Services that can be provided are personal assistance, homemaker services, home repairs/modifications, and health maintenance services.
646 clients were assisted with Care Coordination
350.40 units or hours of service were provided
- Caregiver Support Coordination serving caregivers who care for someone age 60 and older or someone with Alzheimer's disease of any age the case manager provides support services to reduce the stress and burdens of caregiving through respite, education, and support groups.
647 caregivers were assisted with Caregiver Support Coordination
206.10 units or hours of service were provided
- Information, Referral and Assistance – Callers age 60 and older and their caregivers call inquiring about Area Agency on Aging and/or community resources.
352 callers were assisted with IR&A Services
- Caregiver Respite provides short-term relief to caregivers. Services are provided in the client's home environment on a short term, temporary (6 months maximum) basis while the caregiver is unavailable or needs relief. This service also allows the caregiver to take care of themselves, so they are better able to sustain care for their loved one over an extended period.
5 clients were assisted with Respite Services
93.25 hours of service were provided
- Health Maintenance services – Provides durable medical equipment that will enable clients to be more independent and assist them with their daily activities.
9 clients were assisted with Health Maintenance
10 units of service were provided
- Homemaker – Provides assistance which may include light house cleaning, meal preparation and shopping.
10 clients were assisted with Homemaker Services
100.25 units of service were provided
- Personal Assistance – Provides assistance which may include bathing, dressing, toileting, light house cleaning, meal preparation.
21 clients were assisted with Personal Assistance Services
319.75 units or hours of service were provided

- Home Repair/Modification services - Primary focus is on repairs/modifications that improve accessibility, structure, safety, and weatherization of the home for low-income homeowners age 60 and older that are living in unsafe and/or unhealthy environments.

18 homes were repaired or modified.

Nutrition Program – (AAAHOT)

Donnis Cowan – Manager

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 contractors that serve the nutrition needs of the elderly in the six-county service area.

- Bosque County Senior Services – serves Bosque County
- Central Texas Senior Ministry – serves Falls, Hill and McLennan Counties
- Freestone County Senior Services – serves Freestone County
- Limestone County Senior Services – serves Limestone County

Nutrition Program - Meals Served by County			
Provider	Congregate Meals Served	Home Delivered Meals Served	Total Meals Served
Central Texas Senior Ministries - serves three counties			
Falls County			
HHS funding	165	2,844	3,009
Other funding	11	12,821	12,832
Total	176	15,665	15,841
Hill County			
HHS funding	286	4,875	5,161
Other funding	124	2,747	2,871
Total	410	7,622	8,032
McLennan County			
HHS funding	739	12,591	13,330
Other funding	343	25,511	25,854
Total	1,082	38,102	39,184
Subtotal for Central Texas Senior Ministries - three counties			
HHS funding	1,190	20,310	21,500
Other funding	478	41,079	41,557
Total	1,668	61,389	63,057
Bosque County Senior Services			

HHS funding	63	3,020	3,083
Other funding	15	154	169
Total	78	3,174	3,252
Freestone County Senior Services			
HHS funding	1,320	2,607	3,927
Other funding	871	2,063	2,934
Total	2,191	4,670	6,861
Limestone County Senior Services			
HHS funding	458	5,257	5,715
Other funding	64	1,148	1,212
Total	522	6,405	6,927
Grand Totals for Nutrition Program - includes all contractors			
HHS funding	3,031	31,194	34,225
Other funding	1,428	44,444	45,872
Grand Total	4,459	75,638	80,097

Caregiver Education and Training – (AAAHOT)

Donnis Cowan – Manager

Through a contract with the AAA, Oliver Counseling Services, PLLC provides counseling to caregivers in our six-county region to assist them in decision-making and problem-solving related to their caregiver role.

36 clients were assisted with Caregiver Education & Training
36 units of service were provided

Miscellaneous Contract Services – (AAAHOT))

Donnis Cowan – Manager
Misty Stipe – Senior Program Coordinator

Evidence-Based Programs – Evidence-based programs are based on research. They offer proven ways to promote health and prevent disease among older adults. These programs are tested models or interventions into practical, effective community programs that can provide proven health benefits to participants.

The AAA contracts with several facilitators to conduct programs such as: A Matter of Balance, Caregiver Stress Busting and Chronic Disease Self-Management and Diabetes Self-Management Programs to age 60 and older and their caregivers if the caregivers meet the eligibility criteria.

No clients were assisted with Evidence-Based classes.
EB leaders developed COVID-19. Classes will pick up in 2021.

Long Term Care Ombudsman Program – (AAAHOT)

Susan McCombs – Manager

Lynda Mitchell – P. T. Staff Ombudsman

Through direct advocacy the Long-Term Care Ombudsman Program utilizes 5 volunteers, 1 new volunteer intern and 2 staff to achieve the best possible quality of life for approximately 4,500 residents in 35 nursing homes and 22 assisted living facilities in our service area.

Due to the COVID-19 virus, high count of positive cases in our counties, the State Ombudsman Office has restructured how the local Ombudsman office visit nursing and assisted living facilities. Performance Measure accountability has changed to adapt to the new visitation and quarantine rules.

During the months of October, November and December, Staff and Volunteer Ombudsmen:

- Completed 20 visits to Long Term Care facilities, including both nursing homes and Assisted Living Facilities.
- Shared information on 25 state surveys and investigations.
- Provided information and consultations to 62 individuals and 42 facility staff on specific issues or subjects.

Volunteers do the “lions share” of the visits and their efforts make a tremendous difference for the residents and management of the facilities. However, during this time our volunteers have not been visiting their respective facilities due to the COVID-19 status in some facilities. The MLO and SO have been making visits, handling phone calls and complaints, and speaking with Regulatory Surveyors regarding surveys and complaints.

Complaints:

- The 2 staff Ombudsmen handled 102 complaints and concerns in October, November and December and resolved or partially resolved 96.5% of the issues. The complaints related to such issues as abuse, discharge, autonomy, lost or stolen property, failure to respond to requests for assistance, rehabilitation, activities, food, environment, Medicaid or financial issues and family conflicts. Most phone calls and concerns expressed by the callers were regarding COVID-19, new visitations rules by the Governor, HHSC, CMS, and the CDC.
- The MLO and the SO fielded over 250 phone calls regarding various issues.

Activities:

- On October 22nd, the first Continuing Education training class for the fiscal year was held for all Certified Volunteer Ombudsman. PPE supplies-N95 masks, gowns, gloves, wipes, and a bag to carry it all in were given to the volunteers.
- In November, the MLO participated in a conference call for the CTT (Community Transitioning Team) with HHS, Managed Care Organizations, Housing, Relocation Specialists and Ombudsman
- Each week, the MLO and SO listen to the HHS webinars for Nursing Homes and Assisted Living facilities to stay updated on all the changes with the visitation rules and COVID-19 information and the new Vaccinations information.

Heart of Texas Aging and Disability Resource Center (ADRC)

Donnis Cowan – Manager of Aging and ADRC Programs

Eric Hobbs – Housing Accessibility Navigator

Tiffany Garrett – 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 supports. ADRC’s provide older individuals, individuals of any age with disabilities, family caregivers, veterans, and families with children with special needs, all without regard to income levels, *information and assistance* about local programs and resources as they relate to aging or living with a disability. ADRC’s help those in need navigate through a complicated and complex network of available support services with the primary purpose of helping individuals live within their community as long as possible.

ADRCs provide visible, trusted, comprehensive and streamlined access to long-term services and supports by establishing a “virtual no wrong door” model of information exchange, person and family-centered planning, and service provision.

The Heart of Texas ADRC is made up of a broad-based operating partner’s coalition consisting of six (6) operating partners:

- Area Agency on Aging (AAAHOT)
- Heart of Texas Region MHMR Center (HOTRMHMR)
- Heart of Central Texas Independent Living Center (HOCTIL)
- Health and Human Services (HHS) – Local Long-Term Services and Supports
- Department of Assistive and Rehabilitation Services (DARS – now a program of the Texas WorkForce Commission)
- Heart of Texas 2-1-1 (HOT 2-1-1)

Referrals are made to appropriate agencies or service providers based on the needs of the caller. Multiple and complex cases may involve several service providers rather than just one. When more than one provider is involved the Resource, Navigator assists with coordination of services provided between the agencies.

The ADRC staff is responsible for handling the “walk-ins” at the front lobby who come in with no appointment. An ADRC staff member will meet with the individual, obtain pertinent information and connect them to the appropriate state agency and/or community resources.

All calls to the Heart of Texas ADRC terminate into 254-292-1855. This includes local calls as well as any calls originating in our six-county service area placed to the statewide toll-free line for ADRC’s.

841 callers and walk-ins were assisted with Information, Referral and Assistance

ADRC Calls, Walk-ins, Emails, Fax

Current Month Calls/Walk-ins	Previous Year Comparison	Increase or (Decrease)	% Increase or (Decrease)
841	1007	(166)	-16.48%

ADRC staff were involved, prepared, or participated in the following activities:

- Participated in FY21 ADRC "State Office" Calls/Webinars
- Submitted FY20 Quarterly Performance Reports
- Submitted FY20 Closeout Reports
- Submitted FY21 Quarterly Performance Report
- Submitted FY21 Covid-19 NWD & MFP Quarterly Report
- Submitted FY21 Budgets

Heart of Texas Area Information Center (AIC) – (HOT 2-1-1)

Karen Pettit – Manager
 Belinda Arocha – Information & Referral Specialist
 Joanna Whitehouse – Information & Referral Specialist
 Marcy Whiddon – Information & Referral/Community Database Specialist
 Debbie Jones – P. T. Information and Referral Specialist

The 2-1-1 program is a "free" social service help line answered by trained specialists who assess caller's social service needs and connect them to the people and services that can best assist them. 2-1-1 provides referral information about health and human services to all callers regardless of age, ethnicity, gender, disability, or any other criteria.

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, etc. for the six-county service area. In addition, we take disaster related calls when such an event occurs.

- Call volume for October 2020: 4,549 calls were a 56.0% increase from October calls of the previous year of 2,917
- Call volume for November 2020: 2,949 was a 1.6% decrease from November calls of the previous year of 2,998 (211 staff COVID-19 isolation)
- Call volume for December 2020: 4,373 was a 93.1% increase from December calls of the previous year of 2,264
- For the period of October, November and December 11,871 calls were taken by HOT 2-1-1 staff compared to 8,169 in the same quarter for the previous year.
- The increase of 3,702 calls was an 45.3% cumulative increase for the quarter.

Houston-Galveston 2-1-1 answered and provided information to HOT “after hour and weekend callers”:

- Call volume for October 2020: 260 calls were a 38.3% increase from October calls of the previous year of 188
- Call volume for November 2020: 270 calls were an 81.2% increase from November calls of the previous year of 149
- Call volume for December 2020: 225 calls were a 39.8% increase from December calls of the previous year of 161
- For the period of October, November and December 755 calls were taken by Houston-Galveston staff compared to 498 in the same quarter for the previous year.
- The increase of 257 calls was a 51.6% cumulative increase for the quarter.

Projection of annual calls:

We are able to predict the total fiscal year call volume based on using %'s for the previous three (3) years and activity through the most recent month. Using the model predicts the total fiscal year call volume (includes HOT and Houston-Galveston calls) to be 52,860 calls compared to the previous fiscal year total of 47,789 calls. The increase of 5,071 total calls represents a projected increase of 10.61% for the year. We will continue to watch the trend on a month-to-month basis and adjust as needed.

- 2020 Fiscal Year 47,789 Actual for previous full year
- 2021 Fiscal Year 52,860 Projection for current year
- Increase in calls 5, 071 projected increase based on 3 months activity
- % increase in calls 10.61%

HOT 2-1-1 Number of Calls and Yearly Projection									
Heart of Texas 2-1-1 staff only					Houston-Galveston 2-1-1				
	FY 18	FY 19	FY 20	FY 21		FY 19	FY 20	FY 21	
October	3,748	3,013	2,917	4,549		111	188	260	
November	3,634	2,354	2,988	2,949		165	149	270	
December	3,082	2,183	2,264	4,373		144	161	225	
January	3,383	2,461	3,713			175	161		
February	2,141	2,074	2,648			127	153		
March	1,904	2,246	4,384			132	137		
April	2,292	2,394	5,835			162	104		
May	2,357	2,377	3,828			166	97		
June	3,669	2,639	4,573			168	86		
July	3,165	3,175	4,673			165	60		
August	3,376	3,059	4,904			196	83		
September	3,235	3,180	3,606			151	77		
Total	35,986	31,155	46,333	11,871		1,862	1,456	498	

		(4,831)	15,178		FY 21 Yearly Projection		(406)		FY 21 Yearly Projection
% increase		-13.4%	48.7%		50,200		21.8%-		2,660

Roll-over of calls:

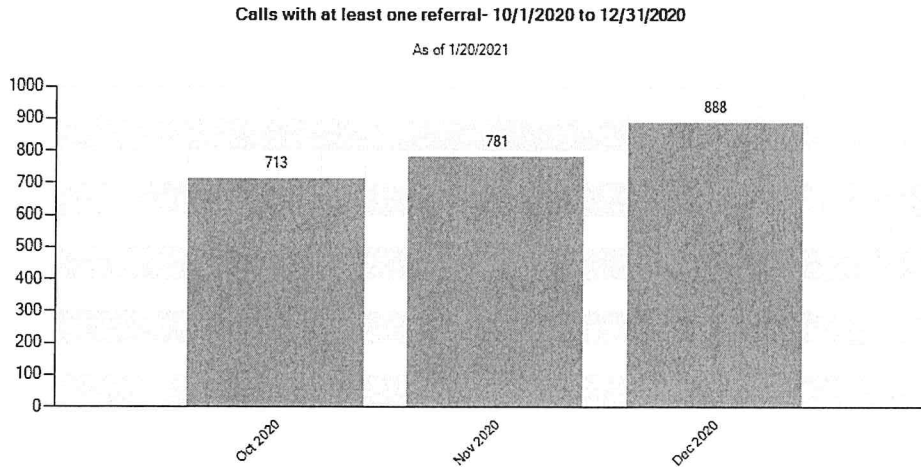
Due to the volume of calls and staffing schedules during work hours, all calls cannot be answered in a timely manner in any one specific 2-1-1 operation. To reduce long waits there is a roll-over after three (3) minutes of unanswered calls to available I & R staff in 2-1-1s across the state. Heart of Texas calls that cannot be answered in the allotted time of three minutes are also routed to other call centers just as HOT receives unanswered calls rolled to us from other call centers based on the same three-minute wait time. Because of the "roll overs" between 2-1-1s, familiarity with the state-wide data base of taxonomy and how to search service providers is critical. All 2-1-1 staff must be able to make referrals using the data base for any location in Texas.

Tracking of calls for the past year has revealed a change in the origination of calls. During the past year approximately 70% of the calls received by HOT 211 came from outside our service area with only 30% of the calls coming from within our service area. Historically, this is a shift in patterns since previous years tracking always approximated 50% from inside and 50% from outside the six counties in our service area. With the impact of COVID-19 this percentage has dramatically shifted to a heavier percentage coming from outside our service area. The allocation probably reflects the increase in calls being received from coastal areas which were affected by multiple hurricanes as well as by calls coming in from large metropolitan areas such as Houston, Dallas, and San Antonio where the effects of COVID-19 impacted larger populations.

The same trend of callers is reflected in calls from within our service area. Most calls originating from our six counties came from McLennan County and the City of Waco rather than from the surrounding lower populated rural counties. This pattern is expected because the largest concentration of people living in our service area reside in McLennan County, the City of Waco, or the surrounding suburbs of Waco.

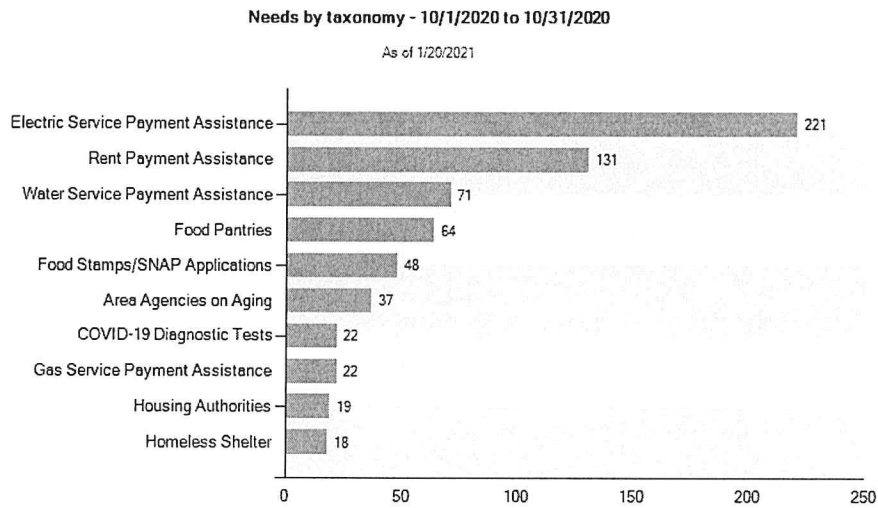
Number of calls to HT counties involving referrals:

The following chart provides a visual of the number of calls taken by HT counties (Bosque, Falls, Freestone, Hill, Limestone, and McLennan) during the quarter when a referral is provided to the caller. The I&R Specialist is required to provide up to three (3) referrals, if available, to the caller.

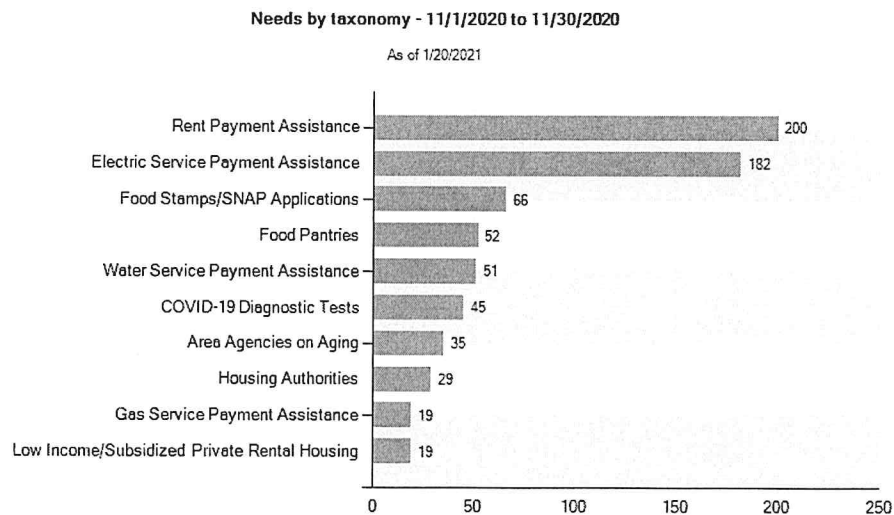


Most requested services for HT Counties:

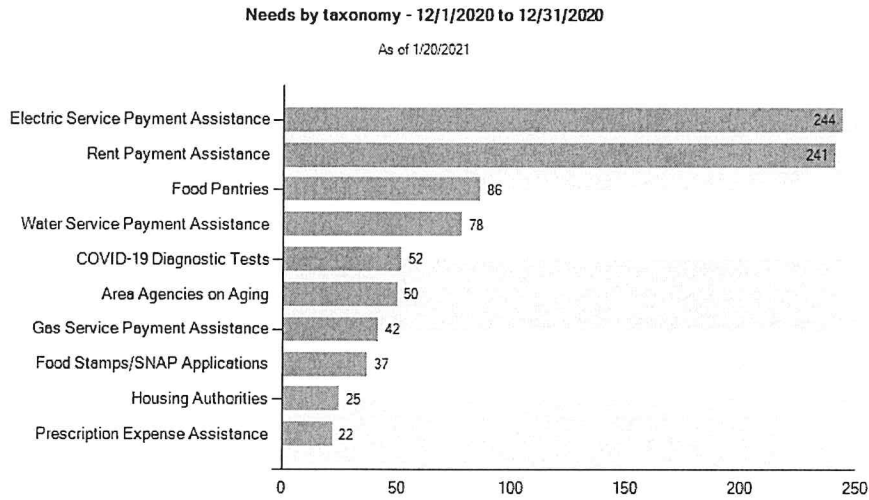
October, 2020:



November, 2020:

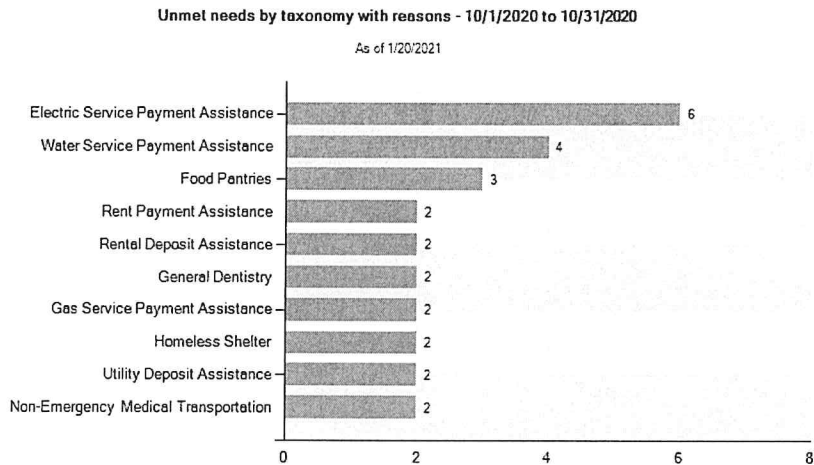


December, 2020



Unmet Needs for HT Counties:

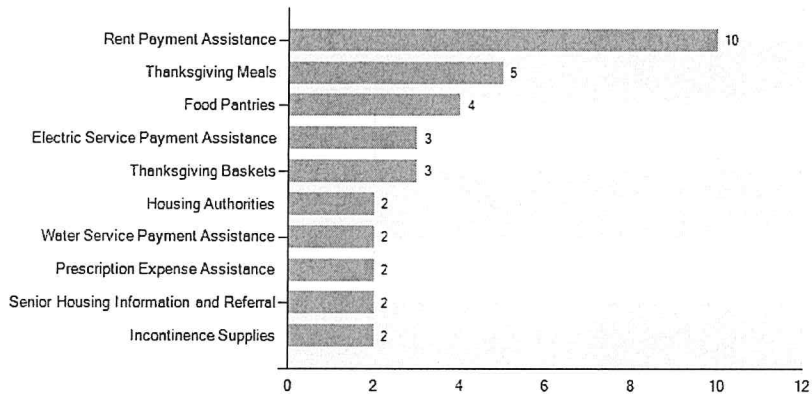
October 2020:



November 2020:

Unmet needs by taxonomy with reasons - 11/1/2020 to 11/30/2020

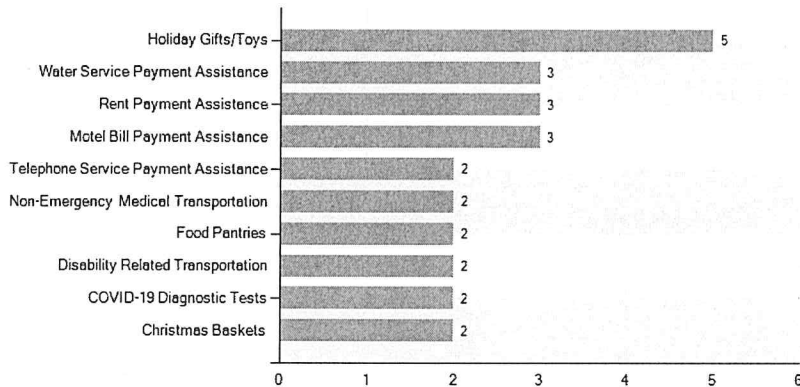
As of 1/20/2021



December 2020:

Unmet needs by taxonomy with reasons - 12/1/2020 to 12/31/2020

As of 1/20/2021



Heart of Texas Rural Transit District

Ronald E. "Rep" Pledger - Manager

Frances Ramirez – Transportation Specialist

Misty Hendon – Transportation Admin

General Information:

The transit program has been impacted in a negative manner by COVID-19 more than any other HHS program. People are advised by medical professionals to avoid being around strangers in public. People sharing a ride on a public bus is the epitome of exposure in a public setting. Add in the fact that most of our riders are seniors and many with debilitating illnesses or compromised health conditions, it is obvious why the number of rides and riders have declined in the last year.

Transportation took a hit due to reduced ridership caused by fear of the unknown, cancelled programs clients were a part of, and the passing of five of our clients due to COVID-19 complications. The one silver lining during this time of uncertainty was the

issuance of the CARES Act funding by the FTA. The funds allowed HOTRTD staff to retain all the current drivers by paying them at the very least a base number of hours each week.

During the past year, our administrative staff and drivers made adjustments to improve daily operations and ease the fears of our clients by implementing and complying with health and safety recommendations. The drivers clean and sanitize the buses for the safety of themselves and the clients that are riding the buses. The drivers also provide required masks to clients if they need one before boarding the bus. The safety of our drivers and riders remains our number one priority in delivery of services.

HOTCOG's transportation funding for FY 2021 is as follows:

5311 Federal:	\$397,160
Federal VM:	\$264,019
5311 State Rural:	\$423,381
Cares ACT:	TBD
RTCP:	\$130,000
Total funding:	\$1,214,560

November 23, 2020: RTD staff released an RFP to acquire the services of a planning consultant to update the Regionally Coordinated Transportation Plan (RCTP).

Trainings/Meetings

01/20/2021 – Rural focus group WebEx

Regional Transportation Coordination Council - (RTCC)

FY20 RCTP Continuation Funding for meetings is currently \$5,000.
RCTP 5-year update funding – revision of plan is \$130,000.

RTD staff along with Chris Evilia and Julie Talbert are currently scoring submitted proposals for the consulting firm that will be used to update the current RCTP.

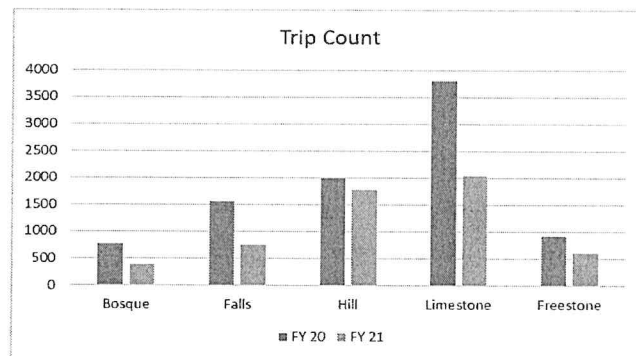
Rural Transit District – (Operations)

Combined trip activities for October, November, and December were as follows:

Transportation Services – One Way Trips		
Transportation Provider	FY 2020	FY 2021
Bosque County	768	394 (48.7%)
Falls County	1565	749 (52.1%)
Hill County	1999	1781 (10.9%)
Limestone County	3806	2031 (46.6%)
Freestone County	923	605 (34.5%)
Total - All 5 Counties	9061	5560 (38.6%)

3,501 less trips for the quarter represents a 38.6% overall reduction.

Visually, the following bar chart reveals the dramatic drop off in trips by county.



Submitted: January 21, 2021

Gary W. Luft – Deputy Executive Director for Health and Human Services

REGIONAL SERVICES REPORT

November – January 2021

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 develop a robust statewide network. The TriCOG Alliance continues its partnership with Mission Critical Partners (MCP) for general consulting services. MCP follows a scope of work that was provided to the TriCOG identifying 3 tasks to assist the TriCOG in technical issues to include Project/Task Management, Next Generation Core Services (NGCS) Implementation and Cybersecurity Support. Members of the TriCOG participate in regularly scheduled conference calls to discuss ongoing projects and planning for the future of the Regional networks. Project planning calls continue with Vesta Solutions, Inc. for NGCS, calls are held bi-weekly. Discussions include project deliverables; status of circuit installs and milestones.

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 for the Location Validation Function User Interface (LVF-UI) GIS Director.

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 out loud 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.

LTE Backup (IP network wireless backup)

The wireless backup for the Region's 9-1-1 internet protocol (IP) network continues to operate as an alternate path to routing 9-1-1 calls during an outage.

Meetings/Training/Conference Calls and Site Visits

- NGCS project conference call, HOTCOG – November 2nd
- CSEC Touchpoint conference call, HOTCOG – November 3rd
- Site visit, GIS technical support, Meridian – November 4th
- Vendor security assessment prep conference call, HOTCOG – November 5th, 9th
- Vendor site visit, NetInform Discover install, Hill SO – November 12th
- GIS Spatial Station install, HOTCOG – November 12th
- GIS Spatial Station training, HOTCOG – November 13th
- NGCS project conference call, HOTCOG – November 17th
- TriCOG NGCS project discussion conference call – November 19th

- CSEC Touchpoint conference call, HOTCOG – December 1st
- NGCS project conference call, HOTCOG – December 1st
- CSEC NGCS project conference call, HOTCOG – December 8th
- TriCOG NGCS project discussion conference call, HOTCOG – December 9th
- Sheriff Dennis Wilson retirement celebration, Groesbeck – December 15th
- Vendor site visit, NetInform Secure install, Hill SO – December 15th
- CSEC Touchpoint conference call, HOTCOG – January 5th
- NGCS project conference call, HOTCOG – January 5th
- Vendor security assessment deliverables conference call, HOTCOG – January 5th
- GIS spatial Station discussion call, HOTCOG – January 8th
- Database vendor conference call, HOTCOG – January 12th
- Vendor site visit, NetInform retrieval, Hill SO – January 14th
- NGCS project conference call, HOTCOG – January 19th
- TriCOG NGCS project discussion conference call, HOTCOG – January 25th
- CSEC virtual workshop, HOTCOG – January 26th
- CSEC NGCS project conference call, HOTCOG – January 26th
- Vendor cybersecurity report review conference call, HOTCOG – January 28th

Homeland Security/Emergency Preparedness

Grant/COG Projects

- In partnership with CATRAC, Staff assisted in distributing over 1,000,000 pieces of Personal Protective Equipment (PPE) to area responders and healthcare facilities.
- In preparation for a new round of grants, staff worked tirelessly to digest and disseminate FEMA/DHS program changes to our jurisdictions as they prepare their grant applications.
- Staff hosted four virtual grant workshops with over 40 attendees covering the details of the State Homeland Security grant program.
- Staff continues to work with area agencies to begin planning for future Community Emergency Response Team (CERT) programs.
- Staff attended the monthly Homeland Security conference calls with the Office of the Governor (OOG).
- Staff hosted a meeting of the Emergency Preparedness Advisory Committee (EPAC).
- Staff has begun working on the \$1.6M Radio Infrastructure grant program by having several meetings with key stakeholders across the region.
- Staff completed the 2021 Regional Implementation Plan for our area – a key document in our Homeland Security plans for the region.

Technical Assistance

- Staff assisted Fairfield VFD with their FY 2020 Homeland Security grant – purchasing radios for the members of the department.

- Staff aided the City of Mexia during a Programmatic Review of their Emergency Generator project from FY 2019.
- Staff continues to support Waco/McLennan County with their Surge Testing Program by helping and equipment for the operation.
- Staff worked with members of the Alternate Care Site (ACS) committee to help manage the COVID-19 surge within our region as numbers of cases spike significantly during the holidays.

Criminal Justice

Planning Grant

HOTCOG Staff Assisted Bellmead PD with VAWA grant information / questions regarding upcoming grants. CJ Planner Lana Gudgel continued preparations for LETAC and CJAC board new and reappointments for members for 2021. Lana assisted Unbound with a new grant application for Victims of Sexual Assault under the VAWA grant.

Regional Law Enforcement Training Academy Grant

CJ Planner Lana Gudgel has continued working on the 2021 training schedule and has posted training for Basic Instructor, Juvenile Law and Procedure, Intermediate Crime Scene, Special Investigative Topics, De-Escalation, Courtroom Security, and Intermediate Child Abuse. Lana is also assisting MCC with the revised lesson plan for the new Basic Telecommunicator Licensing Course 1080. This is an 80-hour class that as of April, 2021 will be mandatory for all Telecommunicators hired after January, 2021. Lana began the application for the Law Enforcement Training Academy Grant for the FY 2022-2023.

368 students attended HOTCOG training since January 2020.

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 a 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. At this time Falls County has not received closeout information.

HOTEDD is currently seeking applicants for approximately \$241,244 in USDA revolved funds.

SMRF has \$28,796

Currently loans are out to:

Net1 is current.

Rosebud's Artisan Alley is current.

KNV Investments is current.

U.S. ECONOMIC DEVELOPMENT ADMINISTRATION GRANTS

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 still operating but they are not doing any office visits until further notice.

EDA received disaster funds for Covid-19. These funds have been allocated. They are now doing continuum of the regular public works grants.

Bellmead Project: Scope of work on this EDA project is to develop and expand a commercial roadway to enable increased commercial transportation capacity for industrial park operations. The scope of work includes the reconstruction of 4850 linear feet of a 40 foot wide roadway known as the Tirey Roadway Project to enable increased traffic capacity to support expansion and location of tenants in the industrial park, which goes directly to the Sherwin-Williams plant facility. This project total cost was estimated at \$2,714,285 in which EDA is funding \$1,900,000.

The construction of the Tirey Road came under estimated cost so Bellmead is using remaining EDA funds to resurface Williams road that also supports traffic to the Sherwin-Williams plant. The estimated cost remaining from EDA was around \$800,000.

EDA approved bidding manual and bids was received back. Knife River was lowest bidder. Required bonding information is being collected by City of Bellmead's engineers. Construction should start soon for Williams road. This is not a widening project but a resurfacing project.

SAM registration of Knife River has finally been completed and Dorthy Jackson was able to send in reports and pay requests for the Williams Road project.

Hillsboro Project: Scope of work on this EDA project is to address water pressure and volume deficiencies that impact Hillsboro Industrial Park's ability to maintain existing businesses and attract future employers. Businesses in the industrial park require improved water supply either for product development or fire protection. The proposed project includes construction of approximately 11,000 feet of 16-inch water line and appurtenances to serve the Industrial Park that currently has no water services, and approximately 12,510 feet of 12-inch line and appurtenances to supplement a 60 year old 10 inch cast iron pipe that provides water from the West Elm Street Ground Storage Tank to the North industrial park that experiences frequent leaks and reduced capacity due to corrosion. This project total cost is estimated at \$2,000,000 in which EDA is funding \$1,400,000.

The project is moving on very well. They had to change some of the fire hydrant locations due to the size of the road, but that was a smooth transition with EDA approval.

TSTC Project: Scope of work on this EDA project is to provide COVID responsive renovations in the Technical Studies and Electronics Centers. The renovations is estimated at \$6,113,594.00. TSTC was asking for \$4,800,000.00. EDA came back and approved to give \$3,500,000. TSTC accepted that amount. The final approval letter hasn't arrived yet but it is expected soon. This is the largest project for HOTCOG to administrate under HOTEDD. EDA has come back to TSTC to get letter from them accepting the new changes of match amounts. TSTC submitted that letter and now waiting on EDA final letter of award.

2020-2025 CEDS (Comprehensive Economic Development Strategies) DEVELOPMENT

Comprehensive Economic Development Strategy (CEDS) is a strategic blueprint for regional collaboration, building capacity (through hard and soft infrastructure) and guiding the economic

prosperity and resiliency of an area. The goal of the CEDS is to create a road map or framework for a regional awareness that results in a conscious, intentional and robust economic framework that contributes to individual, business and industry, community, county and regional success; put another way, the goal of the CEDS is to create a tool to guide the public sector's role in investing in new ideas, knowledge transfer, and infrastructure so that the private sector can flourish. In a nutshell, it answers the question "what's next?" in terms of how the region can grow wealth.

Covid-19 is playing a major factor in our 5 year plan. HOTEDD CEDS committee and the HOTEDD Board is to review the word document of the CEDS that will be transposed into a web-based document by the software developer hired by HOTCOG. There is an expected soft launch date for February.

EDA Disaster funds in response to COVID-19

EDA opened up grant for Regional Council of Governments and Planning Commissions for extra funding in response to Covid-19. HOTEDD was awarded \$400,000.00 that covers next two years for this specific grant. Due to the fact that Covid-19 has totally changed the trajectory of the CEDS for all of the United States they understand the need for planning in regards to such disasters. The following is their scope of Work.

Scope of Work for EDA Economic Development Districts and EDA Indian Tribe Planning Grant Recipients

Under this EDA's CARES Act Recovery Assistance letter invitation for application, an EDA-designated Economic Development District (EDD) or an Indian Tribe that is a current EDA partnership planning grant recipient (Indian Tribe) may apply for funding under one or more of the following Scope of Work elements that has been pre-approved by EDA, based on past planning- and disaster-related grant awards: An EDA Award to an EDD or Indian Tribe shall support authorized activities to prevent, prepare for, and respond to the coronavirus (COVID-19) pandemic, or respond to economic injury as a result of coronavirus, and shall include one or more of the following pre-approved grant activities that shall focus on the geographic region within the EDD or Tribal territory:

1. Short-term and long-term economic development planning and coordination to develop or update a disaster recovery and resiliency economic development plan, focused on pandemic recovery and resiliency, consistent with the approved CEDS maintained by the recipient. Alternatively, rather than a separate plan, the CEDS itself can be updated to include a focus on pandemic recovery or resiliency based on the existing or anticipated COVID-19 impact, general needs, and capacities of the EDD or Indian Tribe;
2. Funding for one or more regional disaster economic recovery coordinators for a two-year period to serve the communities and local governments across the geographic region within the EDD or Tribal territory. Disaster recovery coordinators will also serve as a liaison in identifying potential resiliency, mitigation, and economic recovery projects in the disaster-impacted areas. Additional work elements of the position will include but not be limited to the following:
 - i. Implement economic recovery and resilience plans with the goal of rebuilding resilient and sustainable communities throughout the organization's region;
 - ii. Assist in local, state, and federally led coronavirus recovery planning efforts among the most highly impacted communities;
 - iii. Help identify economic development grant-eligible projects with state and federal resources for locally impacted communities to ensure these entities take full advantage of available funding opportunities;

- iv. Identify and foster private and non-profit partnership opportunities;
 - v. Serve as a liaison between local, state, and federal partners in order to speed the recovery process through strategic technical assistance and local capacity augmentation for the highly impacted communities within the organization's jurisdiction; and
 - vi. Facilitate the implementation of locally generated disaster recovery economic development projects developed as part of the CEDS or CEDS-aligned economic recovery and resilience plan;
3. Technical Assistance and capacity building for member organizations, local businesses, and other local stakeholders impacted by coronavirus; and/or
4. Organizational capacity support for coronavirus response, including technology costs and personnel costs for staff members directly working on or supporting the work of the organization's coronavirus-related economic development response, including additional hiring as needed.

HOTEDD has received grant of \$400,000.00 for the next two year period to address needs within the stated above parameters. Retired Homeland Security Manager, Harold Ferguson, has agreed to work with Dorthy Jackson for the next two years on this project and has come on board as of July 1, 2020. Training, restructuring CEDS & HOTCOG website, and HOTCOG equipment is part of the plan.

Staff reviewed two contractors of website design that submitted proposals. Golden Shovel is the contractor approved and staff is working with them.

Staff is evaluating other options to help community members respond to covid-19. Harold Ferguson is reaching out to broadband providers to see what more can be done for our rural areas.

February is soft launch date for not only the CEDS but for all of HOTCOGs website.

Training

All physical training has stopped due to Covid-19. Staff is doing webinars at this time.

Staff attended virtual FEMA outreach for Economic Development.

Staff is hosting Newly Elected officials training February 16th and Employment Planning for Disasters: Covid & beyond on February 18th. Honorable Judge Matthew Wright will be the instructor.

COMMUNITY DEVELOPMENT

Staff is forwarding information to the community that comes down from Federal partners on upcoming grants. Covid-19 has stopped all physical meetings with community leaders and group contacts.

TDA (Texas Department of Agriculture)

TDA has released the United Scoring Committees criteria for the 2021-2022 TxCDBG grant cycle. The link for that criteria is: <https://www.texasagriculture.gov/Portals/0/Publications/RED/CDBG/CD/2021-2022%20Adopted%20Scoring%20Factors.pdf>

TECHNICAL ASSISTANCE

Community and economic development technical assistance was provided to:

- Mexia EDC
- City of Bellmead
- City of Mexia
- Fairfield EDC
- TSTC
- North Central Texas Council of Governments
- City of Hillsboro
- City of Hubbard
-

Solid Waste

On April 9, 2020, TCEQ approved all HOTCOG projects for the 20/21 Biennium. All Interlocal agreements have been signed by the Executive Director and sent to the appropriate entities. After the Interlocal agreements have been signed by both parties, work can be performed. Unfortunately, the Covid-19 has set back almost all solid waste projects. As soon as things have settled, all FY20 funded entities can conduct their events. All FY20 participants will have until July 2021 to complete their projects. FY21 participants can begin their projects in October 2020 and will also have until July 2021 to complete their projects. City of Rosebud has purchased their grapple hook per this grant to use on brush pick up and blight around the community. Walnut Springs held their Community Collection Event in late September. It was a complete success. The City of Fairfield purchased their code enforcement truck and is full use. The City of Waco will be conducting their HHW in March and expect a huge turnout. City of Clifton will be hosting their community collection event within the next couple of months. All other projects will be conducted later in the year.

Air Quality

Ramboll asked TCEQ to confirm the bases and provide additional input on TCEQ 2016 emission inventory development methodologies. They continued analysis of TCEQ 2016 emission inventory and compilation of detailed inventory analysis charts and tables. Ramboll completed initial analysis of TCEQ 2016 emission inventory and emission trends and determined subject areas for potential future analysis for internal team discussion. They processed Sentinel 10-m resolution 4-band data for 2019 using the ESA SNAP tool and performed quality checking of LAI and vegetation cover fraction (VCF) data. Lastly, they developed and applied ARCGIS scripts to integrate and interpolate the LAI and VCF data.

Course	Date	Agency	Attendees	Total
Basic Telecommunicator 1013	9/30-10/4/19			
		Marlin PD	4	
		Falls Co SO	4	
		Hill Co SO	2	
				10
Crisis Communications 2120	10/7-9/19			
		Marlin PD	3	
		Falls Co SO	4	
				7
De-escalation Techniques 1849	11/5/19	Bosque Co SO	1	
		Anderson CO SO	1	
		Waco PD	1	
		Hillsboro PD	2	
		DPS	1	
		West PD	1	
		Private	1	
		NICB	1	
		AARCC	1	
		TAMU PD	1	
		Lacylake View PD	2	
		Waco Fire Dept	1	
		Lott PD	1	
		Robinson PD	1	
		Hays CISD	1	
				17
TCIC/NCIC 3807	11/8/19	TDCJ	4	
		Rosebud PD	1	
		NICB	1	
		Bellmead PD	2	
		Lacylake View PD	2	
				10
Basic Instructor Course 1014	12/9-13/19			

54

			Waco PD	8	
			Bruceville-Eddy	1	
			Private	1	
					10
Basic Instructor 1014		01/13-17/20			
			Waco PD	2	
			Family Violence Center	1	
			TJJD	1	
					4
Communications Training Officer 3852		02/17-19/20			
			Waco Pd	2	
			Fairfield Pd	1	
			Hearne PD	2	
			Bosque CO SO	1	
			Hewitt PD	1	8
Interacting with Driver's Deaf/Hard Hearing		3/17/20			
			DPS	1	
			Brazoria Co SO	1	
			Hill CO SO	1	
			Waco PD	1	
			Robinson PD	1	
			Belton PD	1	
			Brazos Co SO	2	
			Sweeny PD	1	
			Baylor PD	1	
			Coolidge PD	1	10
Crisis Intervention Training 1850		03/09/13/2020			
			Waco PD	1	
			Valley Mills	1	
			Robinson PD	1	
			Wortham PD	1	
			Limestone Co	1	
			Bellmead PD	1	
			Coolidge	1	7

[illegible]

Intermediate Crime Scene	06/15-19/20					
			Hewitt PD		4	
			Waco ISD		2	
			Waco PD		3	
			McLennan CO SO		1	
			Hubbard PD		1	
			Hill CO SO		3	
			Lorena PD		1	15
Tramatic Brain Injury	7/23/20					
			NICB		1	
			LLFD		1	
						2
Use of Force in a Jail Setting	08/10-11/20					
			McLennan CO SO		5	
						5
Basic Instructor	08/10-14/20					
			Waco PD		2	
			DPS		4	
			Tarrant CO		1	
			Mart PD		1	
						8
Special Investigative Topics	08/17-19/20					
			Private		1	
			Falls CO SO		1	
			TX Parks and Wildlife		1	
			Waco PD		4	
			McLennan CO Pr 1		1	
			Whitney PD		1	
			DPS		4	
			Hill CO SO		1	14

1/21/2021

Mental Health Peace Officer	11/02-06/2020	Waco PD	9	
		McLennan CO	2	
		Crawford PD	1	
		TX Parks and Wild Life	1	
		Mart PD	1	
		Hill Co SO	1	15
Special Events				
Active Shooter in School	8/4/20			
		Waco ISD	12	
		Robinson PD	1	
		Valley Mills PD	1	
		Riesel ISD	1	
		McLennan CO SO	1	
				16
Active Shooter in School	7/17/20			
		China Springs ISD	1	
		Waco ISD	4	
		La Vega ISD	3	
		McLennan CO Pt 2	2	
		Bellmead PD	1	
		Milam Co Dist Attorney	1	
				15
Active Shooter in School	8/17/20			
		Connally ISD	5	
		Lacy Lakeview PD	2	
		China Springs ISD	1	
		Italy PD	1	
		Mcgregor PD	1	
				10