

# **Heart of Texas Council of Governments**

## **Executive Committee Meeting**

**Thursday  
September 23, 2021  
10:00 AM**

*The meeting will be held at the:*

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

The meeting can also be accessed by “Virtual/Telephone Conferencing”, (as approved by the Texas Attorney General): <https://global.gotomeeting.com/join/506795661>

**You can also dial in using your phone.**

United States (Toll Free): [1 877 309 2073](tel:18773092073)

**Access Code: 506-795-661**



Judge Linda Grant  
President

Councilmember Jim Holmes  
Vice-President

***Heart of Texas***  
***Council of Governments***

Judge Jay Elliott  
Secretary/Treasurer

Russell Devorsky  
Executive Director

**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 23<sup>rd</sup> Day of September 2021, at 10:00 a.m. at the Heart of Texas Council of Governments, 1514 South New Road, Waco, Texas at which time the following subjects will be considered.

The meeting can also be accessed by "Virtual/Telephone Conferencing", (as approved by the Texas Attorney General): <https://global.gotomeeting.com/join/506795661>

**You can also dial in using your phone.**  
United States (Toll Free): 1 877 309 2073  
**Access Code: 506-795-661**

**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. 1. Approval of the August 26, 2021, meeting minutes
  - 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.

PAGE

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PAGE	C.	New Business
7	1.	Law Enforcement Training Advisory Committee (LETAC) Appointment
8	2.	Approval of Solid Waste Application and Resolution
30	3.	Authorization and Approval of Homeland Security expenditures for VHF Infrastructure for Bosque, Hill, Falls, Freestone and Limestone Counties
32	4.	Acknowledgement of intent to update membership of the Rural Planning Organization (RPO)
34	5.	Appointment of Executive Committee member
35	6.	Code of Ethics Training for Executive Committee members

D. Report of the Executive Director and Staff

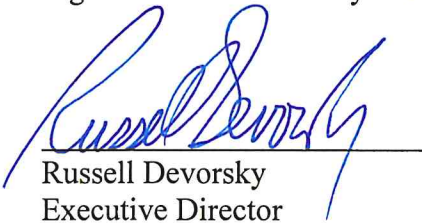
36	1.	Department of Administration
	a.	Financial and Personnel Reports
41	2.	Health & Human Services
	a.	Department Activities Report
56	3.	Regional Services
	a.	Department Activities Report
	4.	Executive Director's Report

V. Other Reports

VI. Public Comment

VII. Adjournment

Signed this the 17th Day of September, 2021.

  
 Russell Devorsky  
 Executive Director



Judge Linda Grant  
President

Councilmember Jim Holmes  
Vice-President

Judge Jay Elliott  
Secretary/Treasurer

Russell Devorsky  
Executive Director

## **Heart of Texas Council of Governments**

### **EXECUTIVE COMMITTEE MINUTES**

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 26<sup>th</sup> Day of August 2021, at 10:30 a.m., at the Waco Hilton Hotel, Grande Executive Boardroom, 113 South University Parks Drive, Waco, Texas.

#### **Members Present**

Judge Linda Grant, *President*  
Councilmember Jim Holmes, *Vice-President*  
Judge Jay Elliott, *Secretary-Treasurer*  
Judge Justin Lewis  
Judge Richard Duncan  
Commissioner Nita Wuebker  
Mr. Calvin Rueter  
Mayor Geary Smith  
Councilmember Andrea Barefield  
Co. Treasurer Jeannie Keeney  
Mayor Andy Smith

Freestone County  
City of Waco  
Falls County  
Hill County  
Limestone County  
Falls County  
Special Districts  
City of Mexia  
City of Waco  
Freestone County  
City of Hillsboro

#### **Members Absent**

Judge Scott Felton  
Judge Cindy Vanlandingham  
Mayor Dillon Meek  
Councilmember Jimmy Rogers  
Commissioner Jim Smith

McLennan County  
Bosque County  
City of Waco  
City of Robinson  
McLennan County

#### **Staff Present**

Russell Devorsky  
John C. Minnix  
Gary Luft  
Mary McDow  
Dorthy Jackson  
Falen Bohannon  
Harold Ferguson  
Amy Derrick  
Kristin Hill  
Sarah Wines

Executive Director  
DED for Administration  
DED for Health & Human Services  
Personnel Manager  
Regional Economic Development Manager  
Environmental/Economic Dev, Coordinator  
Economic Development Planner  
Emergency Preparedness Planner  
911 Coordinator  
911 GIS Coordinator



## AGENDA

I. Call to Order and Determination of a Quorum

President Linda Grant called the meeting to order 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 were introduced. Mr. Russell Devorsky introduced and welcomed Councilmember Andrea Barefield from the City of Waco as the newest member of the Executive Committee.

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

A. 1. Approval of the June 24, 2021, meeting minutes

A motion and second was made by Judge Justin Lewis and seconded by Judge Jay Elliott to approve the June 24, 2021 meeting minutes as presented. Motion passed.

2. Approval of the July 22, 2021 meeting minutes

A motion was made by Judge Elliott and seconded by Judge Richard Duncan to approve the July 22, 2021 meeting minutes as presented. Motion passed.

B. New Business

1. HOTCOG FY2021-2022 Budget Approval

Mr. John Minnix presented the HOTCOG FY2021-2022 Budget to the Committee for review and approval. Mr. Minnix noted that HOTCOG has not received all of the "official" funding level notices from state and federal agencies. The estimated revenues are based on a combination of official funding notices and estimated planning figures. Mr. Minnix stated the projected 18% increase in funding from the current year is due to the increased funding for COVID-19 and CARES Act funding. Currently a \$29,250 General Fund Net Surplus is being projected for the year.

HOTCOG's indirect cost rate is projected to be 54.34%. In addition, HOTCOG's Release Time and Benefit rate is projected to be 51.93%, down from

the current year's rate of 53.15%. The decrease in the rate is due to the reduced health insurance rates for the fiscal year. The proposed budget contains a 1.3% cost of living adjustment (COLA) increase for all employees and selected merit increases. In addition, HOTCOG is recommending the observance of Juneteenth as a holiday.

A motion was made by Judge Elliott and seconded by Councilman Jim Holmes to approve the FY2021-2022 HOTCOG Budget as presented and further recommend that the Budget be approved and adopted by the HOTCOG Council Representatives at the Semi-Annual Business Meeting, August 26, 2021. Motion passed.

## 2. Regional Transportation Coordination Council Bylaws

Mr. Gary Luft presented updates to the Regional Transportation Coordination Council (RTCC) Bylaws. Over the past five years, the RTCC has been faced with several issues that have not allowed the RTCC to hold meetings with a quorum needed to conduct business. Two recommendations were discussed to assist in being able to hold meetings with a quorum: (1) Rural Transportation staff will hold virtual meetings, thus eliminating travel time for members; and (2) The reduction of the existing 19 representatives to 11 voting members. Several groups were combined into one voting member. Also, to work with the members to attend the meetings on a regular and consistent basis.

A motion was made by Judge Lewis and seconded by Judge Elliott to approve the recommended updates to the bylaws as outlined in the document presented. Motion passed.

## 3. Regional Solid Waste Management Plan Volume 1 Resolution

Mrs. Bohannon noted the Executive Committee approved the Regional Solid Waste Management Plan Volume I as presented on July 22, 2021. The Texas Commission on Environmental Quality (TCEQ) is requesting that HOTCOG Executive Committee adopt the Resolution presented to approve the Regional Solid Waste Management Plan Volume 1; authorizing its submission to TCEQ and to endorse priorities as listed.

A motion was made by Judge Elliott and seconded by Councilmember Andrea Barefield to approve the Resolution as presented approving the Regional Solid Waste Management Plan Volume 1, authorizing its submission to the Texas Commission on Environmental Quality and endorse the priorities as listed. Motion passed.

## 4. Criminal Justice Advisory Committee Appointment

Mr. Russell Devorsky presented a recommendation from Judge Scott Felton for

the appointment of Sgt. Ryan Howard, Texas Department of Public Safety (DPS) to the Criminal Justice Advisory Committee (CJAC).

A motion was made by Judge Lewis and seconded by Mayor Geary Smith to approve the appointment of Sgt. Ryan Howard, DPS, to the Criminal Justice Advisory Committee. Motion passed.

5. Coronavirus Emergency Supplemental Funding (CESF) Grant Application Resolution

Ms. Amy Derrick stated that HOTCOG was notified by the Office of the Governor that HOTOOG was eligible to apply for up to \$28,495.44 in Coronavirus Emergency Supplemental Funding (CESF). The grant will help reimburse expenses incurred by the Criminal Justice Program in its efforts to support our local jurisdictions in the fight against COVID-19. A Resolution was presented for approval of the grant application for the Juvenile Justice Mental Health Counselling Services Reimbursement Program for submission to the Criminal Justice Division of the Office of the Governor,

A motion was made by Judge Lewis and seconded by Judge Elliott to approve the grant application for the Juvenile Justice Mental Health Counselling Services Reimbursement Program for submission to the Criminal Justice Division of the Office of the Governor. Motion passed.

6. Authorization and approval of 9-1-1 Equipment and Maintenance Purchases  
(1) VistaCom - Voice Recording Equipment  
(2) AT&T – Power Supply Equipment Cost  
(3) AT&T – Network Equipment Maintenance Cost

Mr. Russell Devorsky presented three (3) action items for authorization and approval of 9-1-1 program expenditures for equipment and maintenance purchases:

- (1) VistaCom – Approval of expenditures of \$62,304 for the pre-payment of two years of maintenance costs for voice recording equipment at the six (6) regional Public Safety Answering Points (PSAPs).
- (2) AT&T – Power Supply Equipment Cost – Approval of expenditures of \$85,370 for power supply equipment at the six (6) regional PSAPs.
- (3) AT&T – Network Equipment Maintenance Cost – Approval of expenditures of \$111,352 for the pre-payment of two years of maintenance costs of the 9-1-1 equipment at the 6 regional PSAPs; expenditures of \$118,000 for a 24-month term to maintain the secondary, diverse network in place to sustain 9-1-1 services in the event of an outage to the primary 9-1-1 network; and expenditures of \$159,279 for renewal of software support for a 24-month term.

It was noted that the above expenditures for 9-1-1 Equipment and Maintenance were purchased through HGAC cooperative purchasing agreements.

A motion was made by Judge Jay Elliott and seconded by Calvin Rueter, Special Districts to approve the authorization for the Executive Director to sign (1) service agreements with VistaCom for voice recording equipment maintenance expenditures in the amount of \$62,304; (2) service agreements with AT&T for equipment expenditures in the amount of \$85,370; and (3) service agreements with AT&T for monthly recurring network and equipment maintenance cost expenditures totaling \$388,631. Motion passed.

7. Appointment of Executive Committee member

The action item was postponed for consideration at the September meeting. No action was taken.

C. Report of the Executive Director and Staff

1. Department of Administration

a. Financial, Personnel and Investment Reports

Mr. Minnix presented the Financial, Personnel and Investment Reports to the committee.

2. Health & Human Services

a. Department Activities Report

Mr. Gary Luft presented and discussed the activities of the program areas of the Health and Human Services Division including the Area Agency on Aging (AAA), Heart of Texas Aging and Disability Resource Center (HOTADRC), HOT Area Information Center (211) and HOT Rural Transit District (HOTRTD).

3. Regional Services

a. Department Activities Report

Mrs. Dorthy Jackson presented and discussed Economic and Community Development activities. Mrs. Jackson discussed current EDA funding opportunities including the FY21 American Rescue Plan Act and the CARES Act Recovery Assistance program. Mrs. Jackson also noted under Community Development, a second notice of funding of \$3 million in Community Development Block Grant CARES Act funds for cities, counties, local and regional nonprofits, and regional organizations to provide mortgage assistance through the Texas Emergency Mortgage Assistance Program (TEMAP).

4. Executive Director's Report – Mr. Russell Devorsky noted that HOTCOG had received a NATO award for community innovation. During July, staff from Homeland Security, ADRC, AAA, made plans to hold Community Health Fairs in the smaller communities in each of the rural counties to address COVID-19 vaccinations.

- V. Other Reports
  - a. Law Enforcement Training Attendance Report – Provided for review.
- VI. Public Comment – None.
- VII. Adjournment. A motion and second was made to adjourn. Motion passed.

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Linda Grant, President  
Freestone County Judge

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Jay Elliott, Secretary Treasurer  
Falls County Judge

**ACTION MEMORANDUM**

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

**September 23, 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 two-year terms.

Judge Jay Elliot recommends that Constable Jerry Wood be appointed to serve on the LETAC.

Judge Cindy Vanlandingham recommends that Kirk Turner be appointed to serve on the LETAC.

**ACTION:**

That the Heart of Texas Council of Governments' Executive Committee appoint Kirk Turner and Constable Jerry Wood to serve on the LETAC.

**ACTION MEMORANDUM**

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

**9/23/2021**

**SUBJECT:**

COG Solid Waste Application and Resolution

**INFORMATION:**

The Solid Waste Advisory Committee (SWAC) has determined that all funding allocations for the FY 2022/2023 biennium will be used for HOTCOG regional COG Managed Projects and Implementation Projects. The SWAC would like to give preference to specific project categories with COG Managed Projects in FY 22 and would like to consider funding decisions based on proposed projects by applicants in FY 23. Any remaining funds will be held for an additional round of applications.

SWAC Members are appointed by and serve at the pleasure of HOTCOG's Executive Committee to represent multiple stakeholder groups and perspectives on Solid Waste. Stakeholder groups from whom representation is encouraged include Permit Holders (utilities, small businesses, industry, Brazos River Authority;) Transportation (TxDOT, Public Transportation;) Citizens; Environmental Groups; Public Health; Research Entities; Planning Agencies; City of Waco; McLennan County; Falls County; Limestone County; Freestone County; Hill County; and Bosque County

**ACTION:**

The SWAC recommends that the Heart of Texas Council of Governments' Executive Committee approve the COG Application and adopts the attached Resolution authorizing submittal of the application to the Texas Commission on Environmental Quality for FY 22/23.



Judge Linda Grant  
President

Councilmember Jim Holmes  
Vice President

Judge Jay Elliott  
Secretary/Treasurer

Russell Devorsky  
Executive Director

## HEART OF TEXAS COUNCIL OF GOVERNMENTS

### RESOLUTION OF THE EXECUTIVE COMMITTEE OF THE HEART OF TEXAS COUNCIL OF GOVERNMENTS

A RESOLUTION OF THE EXECUTIVE COMMITTEE OF THE HEART OF TEXAS COUNCIL OF GOVERNMENTS APPROVING THE FISCAL YEAR 2022/2023 SOLID WASTE GRANTS PROGRAM APPLICATION; AUTHORIZING ITS SUBMISSION TO THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY, WASTE PERMITS DIVISION; AND ENDORSING THE PRIORITIES AS LISTED:

**WHEREAS**, the governing body of the Heart of Texas Council of Governments has reviewed this application and authorizes its submittal to the Texas Commission on Environmental Quality; and

**WHEREAS**, the governing body of the Heart of Texas Council of Governments finds that all activities and related expenses included in this application will serve to implement the goals, objectives, and recommendations of the regional solid waste management plan and the state solid waste management plan; and

**WHEREAS**, the Heart of Texas Council of Governments will comply with the financial and program reporting requirements of the Texas Commission on Environmental Quality and the State of Texas; and

**WHEREAS**, grant funds will be used only for the purposes for which they are provided;

**THEREFORE BE IT RESOLVED BY THE EXECUTIVE COMMITTEE OF THE HEART OF TEXAS COUNCIL OF GOVERNMENTS THAT** the solid waste grant program application as submitted is approved and hereby submitted to the Texas Commission of Environmental Quality, Waste Permits Division.

**SUBMITTED AND PASSED** this the 23<sup>rd</sup> of September of 2021 by motion made, seconded, and duly passed by the Executive Committee of the Heart of Texas Council of Governments.

Signed:

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Linda Grant, President  
Judge, Freestone County

Attest:

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Jay Elliott, Secretary-Treasurer  
Judge, Falls County



**Form 1. Cover Page**

HEART OF TEXAS COUNCIL OF GOVERNMENTS - #11

FY 22/23

Performing Party FEI#:		
<b>Funding Amount For 1st Year:</b>	<b>FY 22</b>	\$ <b>115,000.00</b>
<b>Funding Amount For 2nd Year:</b>	<b>FY 23</b>	\$ <b>115,000.00</b>
<b>Total Biennium Amount:</b>	<b>FY 22/23</b>	\$ <b>230,000.00</b>

**Required Attachments to the Application**

\* A copy of the latest membership list for the COG's Solid Waste Advisory Committee.

\* State Coordinating Agency Letter/Federal Cognizant Agency Letter indicating indirect/fringe benefits cost rates, and/or a letter of proposed rates.

**Certifications**

**The person signing this Application hereby certifies that:**

1. He/she has authority from the COG to sign the Application;
2. The information contained in this application is, to the best of his/her knowledge and understanding, complete and accurate;
3. This Application, along with any changes or addenda, shall become a binding part of the contract terms upon approval by TCEQ; and
4. This Application has no false statements and that signing this Application with a false statement is a material breach and TCEQ may terminate the grant;

**Signature/Title Certification**

<b>Title:</b>	<b>Environmental and Economic Development Coordinator</b>
<b>Typed/Printed Name:</b>	<b>Falen Bohannon</b>
<b>Signature:</b>	
<b>Date:</b>	

## Form 2. Resolution

HEART OF TEXAS COUNCIL OF GOVERNMENTS - #11

FY 22/23

**A signed resolution of the COG governing body approving this application must be provided in order for your grant application to be processed. The following points must be included in the resolution, at a minimum:**

1. The governing body of the COG has reviewed this application and authorizes its submittal to the TCEQ;
2. The governing body of the COG finds that all activities and related expenses included in this application will serve to implement the goals, objectives, and recommendations of the Regional Solid Waste Management Plan;
3. The COG will comply with all applicable state and local laws and regulations pertaining to the use of state funds, including laws concerning the procurement of goods and services, competitive purchasing requirements and financial and program reporting requirements; and
4. Grant funds will be used only for the purposes for which they are provided.

**To complete your application, please remove this page and replace it with a signed resolution of your COG's governing body.**



### Form 3. Current Information

HEART OF TEXAS COUNCIL OF GOVERNMENTS - #11

FY 22/23

Executive Director:

**Russell Devorsky**

**Solid Waste Coordinator : Falen Bohannon**

Phone #:

254-292-1870

Email Address:

[falen.bohannon@hot.cog.tx.us](mailto:falen.bohannon@hot.cog.tx.us)

**Financial Contact: John Minnix**

Phone #:

254-292-1827

Email Address:

[john.minnix@hot.cog.tx.us](mailto:john.minnix@hot.cog.tx.us)

#### Mailing Address

**The COG designates the following address for official notice and correspondence under the grant contract:**

**1514 South New Rd., Waco, TX 76711**

#### Physical Address

**The COG designates the following location for record access and review under the grant contract and for special delivery of official notice and correspondence:**

**1514 South New Rd., Waco, TX 76711**

**Date:**

## Form 4. Authorized Representatives

HEART OF TEXAS COUNCIL OF GOVERNMENTS - #11

FY 22/23

**The COG Executive Director signing this form hereby certifies that these individuals named below as the person or persons authorized to receive direction from the TCEQ, to manage the work being performed, and to act on behalf of the COG for the purposes shown:**

Typed/Printed Name:	Falen Bohannon, Dorthy Jackson
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Executive Director's Signature:	
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### Authorized Project Representative.

**The following person(s) is authorized, by the COG's Executive Director to receive direction, manage work performed, sign required reports, and otherwise act on behalf of the COG.**  
*You may add more than one person, if needed.*

Title:	Environmental and Economic Development Coordinator, Regional and Economic Development Manager
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Typed/Printed Name:	Falen Bohannon, Dorthy Jackson
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Authorized Project Representative's Signature:	
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### Authorized Financial Representative.

**The following person(s) is authorized by the COG's Executive Director, to act on behalf of the COG in all financial and fiscal matters, including signing financial reports.**  
*You may add more than one person, if needed.*

Title:	Deputy Executive Director of Administration
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Typed/Printed Name	John Minnix
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Authorized Financial Representative's Signature:	
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Date:	
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# Form 5-A. Authorized Personnel/Salaries

HEART OF TEXAS COUNCIL OF GOVERNMENTS - #11

FY 22/23

(Use the FSR reporting by quarter section below for revisions only)

FSR Reporting Quarter:

Select appropriate reporting quarter from the drop down menu, when making revisions to this form.

Revised Date (if applicable):

## Authorized Personnel/Salaries

Proposed Budget

Position Title	Function (describe responsibilities)	FTE (% of Time)	Status Full Time or Part-Time	Monthly Salary	FY 22
Economic Development and Environmental Planner	Implement all aspects of the Solid Waste Grant	50%	FTE	\$ 3,142.00	\$ 18,852.00
Regional Services Manager	Oversight on all Solid Waste Grant activities	10%	FTE	\$ 4,604.00	\$ 5,524.80
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<b>TOTAL</b>					<b>\$ 24,376.80</b>
Authorized Signature: <i>(only needed for revisions and must be an authorized representative listed on Form 4):</i>					
Date:					

# Form 5-A. Authorized Personnel/Salaries

HEART OF TEXAS COUNCIL OF GOVERNMENTS - #11

FY 22/23

(Use the FSR reporting by quarter section below for revisions only)

FSR Reporting Quarter:

Select appropriate reporting quarter from the drop down menu, when making revisions to this form.

Revised Date (if applicable):

## Authorized Personnel/Salaries

Proposed Budget

Position Title	Function (describe responsibilities)	FTE (% of Time)	Status Full Time or Part-Time	Monthly Salary	FY 23
Economic Development and Environmental Planner	Implement all aspects of the Solid Waste Grant	50%	FTE	\$ 3,142.00	\$ 18,852.00
Regional Services Manager	Oversight on all Solid Waste Grant activities	10%	FTE	\$ 4,604.00	\$ 5,524.80
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<b>TOTAL</b>					<b>\$ 24,376.80</b>
Authorized Signature: <i>(only needed for revisions and must be an authorized representative listed on Form 4):</i>					
Date:					



## Form 5-B. Authorized Non-Routine Travel Expenses

HEART OF TEXAS COUNCIL OF GOVERNMENTS - #11

FY 22/23

(Use the FSR reporting by quarter section below for revisions only)

FSR Reporting Quarter:

*Select appropriate reporting quarter from the drop down menu, when making revisions to this form.*

Revised Date (if applicable):

Authorized Routine Travel Expenses.	Proposed Budget	Proposed Budget	Biennium Total
Purpose, destination, date and name of traveler, if known.	FY 22	FY 23	FY 22/23
Regional Site Visits	\$ 1,500.00	\$ 1,500.00	\$ 3,000.00
TARC	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00
	\$ -	\$ -	\$ -
	\$ -		\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
<b>TOTAL ROUTINE TRAVEL</b>	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00
Authorized Non-Routine Travel Expenses	Proposed Budget	Proposed Budget	Biennium Total
Purpose, destination, date and name of traveler, if known.	FY 22	FY 23	FY 22/23
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
<b>TOTAL NON-ROUTINE TRAVEL</b>	\$ -	\$ -	\$ -
<b>Combined Total for Both Routine and Non-Routine Travel</b>	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00
Authorized Signature: <i>(only needed for revisions and must be an authorized representative listed on Form 4)</i>			
Date:			



## Form 5-C. Authorized Equipment Expenses

HEART OF TEXAS COUNCIL OF GOVERNMENTS - #11

FY 22/23

*(Use the FSR reporting by quarter section below for revisions only)*

FSR Reporting Quarter:	<i>Select appropriate reporting quarter from the drop down menu, when making revisions to this form.</i>
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Revised Date (if applicable):	
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Authorized Equipment Purchases	Proposed Budget	Proposed Budget	Biennium Total
Equipment (\$5,000 or more) Show description, type, model, etc.)	Unit Cost	No. of Units	Total Cost
	FY 22	FY 23	FY 22/23
	\$ -	0	\$ -
	\$ -	0	\$ -
	\$ -	0	\$ -
	\$ -	0	\$ -
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Authorized Signature: <i>(only needed for revisions and must be an authorized representative listed on Form 4)</i>	
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Date:	
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# Form 5-E. Authorized Additional Other Expenses

HEART OF TEXAS COUNCIL OF GOVERNMENTS - #11

FY 22/23

(Use the FSR reporting by quarter section below for revisions only)

FSR Reporting Quarter: *Select appropriate reporting quarter from the drop down menu, when making revisions to this form.*

Revised Date (if applicable):

## Authorized Additional Other Expenses

<i>All expenses must be itemized below, including items associated with the Cost Allocation Plan</i>				Proposed Budget	Proposed Budget	Biennium Total
Itemize List of Expense	Unit Cost	No. of Units	Total Cost	FY 22	FY 23	FY 22/23
Rent/Office Space Allocation	\$ 6,750.00	2	\$ 13,500.00	\$ 6,750.00	\$ 6,750.00	\$ 13,500.00
Storage Space Rent Allocation	\$ -	0	\$ -	\$ -	\$ -	\$ -
Communication (telephone/cell phone/internet) Allocation	\$ 710.00	2	\$ 1,420.00	\$ 710.00	\$ 710.00	\$ 1,420.00
Postage Allocation	\$ 0.50	200	\$ 100.00	\$ 50.00	\$ 50.00	\$ 100.00
Printing Allocation	\$ -	0	\$ -	\$ -	\$ -	\$ -
Copy/Fax Allocation	\$ 0.02	10000	\$ 200.00	\$ 100.00	\$ 100.00	\$ 200.00
Accounting & Payroll Services Allocation	\$ -	0	\$ -	\$ -	\$ -	\$ -
IT/Data Services (Network) Allocation	\$ -	0	\$ -	\$ -	\$ -	\$ -
Purchasing Allocation	\$ -	0	\$ -	\$ -	\$ -	\$ -
Personnel Allocation	\$ -	0	\$ -	\$ -	\$ -	\$ -
GIS Allocation	\$ -	0	\$ -	\$ -	\$ -	\$ -
Audit Fees	\$ -	0	\$ -	\$ -	\$ -	\$ -
Insurance and bonding (disability, retirement, unemployment, etc.)	\$ -	0	\$ -	\$ -	\$ -	\$ -
Research and Information (Demographics)	\$ -	0	\$ -	\$ -	\$ -	\$ -
Research and Information Services (Geographics)	\$ -	0	\$ -	\$ -	\$ -	\$ -



Research and Information Services - Network Support	\$ -	0	\$ -	\$ -	\$ -	\$ -
Maintenance & Repairs (be specific what this line item expense would cover)	\$ -	0	\$ -	\$ -	\$ -	\$ -
Utilities (include what type of utility)	\$ -	0	\$ -	\$ -	\$ -	\$ -
Advertising/Public/Legal Notices (the detail of this line item should be included in the FSR when the expense occurs)	\$ 250.00	2	\$ 500.00	\$ 250.00	\$ 250.00	\$ 500.00
Dues/Memberships (include name of membership and the recipient (s) this could include the position title and not a name)	\$ 25.00	2	\$ 50.00	\$ 25.00	\$ 25.00	\$ 50.00
Subscriptions/Publications (include name of subscription and the recipient (s) this could include the position title and not a name)	\$ -	0	\$ -	\$ -	\$ -	\$ -
Training/Registration (Professional Development) The detail of this line item should be included in the FSR when the expense occurs.	\$ -	0	\$ -	\$ -	\$ -	\$ -
Education/Outreach (when specific items are to be purchased a list must be submitted for a separate approval. A separate tab is included for your use when requesting outreach items)	\$ 1.00	7000	\$ 7,000.00	\$ 3,500.00	\$ 3,500.00	\$ 7,000.00
See Separate tab form 5-E for Software request	\$ -	0	\$ -	\$ -	\$ -	\$ -
See Separate tab form 5-E for hardware request	\$ -	0	\$ -	\$ -	\$ -	\$ -
Other expenditures (be specific when adding another line item here)	\$ -	0	\$ -	\$ -	\$ -	\$ -
<b>Total Other</b>			<b>\$ 22,770.00</b>	<b>\$ 11,385.00</b>	<b>\$ 11,385.00</b>	<b>\$ 22,770.00</b>
Authorized Signature: (only needed for revisions and must be an authorized representative listed on Form 4)						
Date:						

## Form 5-D. Authorized Contractual Expenses

HEART OF TEXAS COUNCIL OF GOVERNMENTS - #11

FY 22/23

*(Use the FSR reporting by quarter section below for revisions only)*

FSR Reporting Quarter:

*Select appropriate reporting quarter from the drop down menu, when making revisions to this form.*

Revised Date (if applicable):

Authorized Contractual Expenses		Proposed Budget	Proposed Budget	Biennium Total
Purpose	Contractor(s)	FY 22	FY 23	FY 22/23
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
<b>TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Authorized Signature:  
*(only needed for revisions and must be an authorized representative listed on Form 4)*

Date:



Form 5-E. Authorized Additional Other Expenses (Software)						
HEART OF TEXAS COUNCIL OF GOVERNMENTS - #11						
FY 22/23						
(Use the FSR reporting by quarter section below for revisions only)						
FSR Reporting Quarter:	<i>Select appropriate reporting quarter from the drop down menu, when making revisions to this form.</i>					
Revised Date (if applicable):						
<b>Computer software (itemize each expense below including description, type, model, etc.):</b>				<b>Proposed Budget</b>	<b>Proposed Budget</b>	<b>Biennium Total</b>
<b>Itemize List of Expense</b>	<b>Unit Cost</b>	<b>No. of Units</b>	<b>Total Cost</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 22/23</b>
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	0	\$ -	\$ -	\$ -	\$ -
	\$ -	0	\$ -	\$ -	\$ -	\$ -
	\$ -	0	\$ -	\$ -	\$ -	\$ -
<b>Total Software</b>			\$ -	\$ -	\$ -	\$ -
Authorized Signature: <i>(only needed for revisions and must be an authorized representative listed on Form 4)</i>						
Date:						

**Form 5-E. Authorized Additional Other Expenses (Hardware)**

HEART OF TEXAS COUNCIL OF GOVERNMENTS - #11

FY 22/23

*(Use the FSR reporting by quarter section below for revisions only)*

FSR Reporting Quarter: *Select appropriate reporting quarter from the drop down menu, when making revisions to this form.*

Revised Date (if applicable):

**Computer hardware not listed under the Equipment category  
(itemize each expense below including description, type,  
model, etc.)**

				Proposed Budget	Proposed Budget	Biennium Total
Itemize List of Expense	Unit Cost	No. of Units	Total Cost	FY 22	FY 23	FY 22/23
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Hardware</b>			\$ -	\$ -	\$ -	\$ -

Authorized Signature:  
*(only needed for revisions and must be an authorized representative listed on Form 4)*

Date:



## Form 5-F. Implementation And COG-Managed Project Budget

HEART OF TEXAS COUNCIL OF GOVERNMENTS - #11

FY 22/23

*(Use the FSR reporting by quarter section below for revisions only)*

FSR Reporting Quarter:

*Select appropriate reporting quarter from the drop down menu, when making revisions to this form.*

Revised Date (if applicable):

Types of Projects Planned	Estimated Cost	Proposed Budget	Proposed Budget	Biennium Total
		FY 22	FY 23	FY 22/23
Pass-Thru Funds	\$ -		\$ 43,454.00	\$ 43,454.00
COG Managed	\$ -	\$ 43,454.00	\$ -	\$ 43,454.00
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -

### Allocation and Priorities

**List any priorities assigned by the COG to the project Categories. Describe the planned use of any funding allocations to the specific categories, category funding limits, grant award funding caps, or similar special restrictions.**

The Solid Waste Advisory Committee decided to conduct COG Managed project in FY22 with funds being split evenly amongst all of HOTCOG's 6 counties. If there are unused funds, the SWAC will convene back and make a determination as to where to spend the funds.

<b>TOTAL</b>	<b>#REF!</b>	<b>\$ 43,454.00</b>	<b>#REF!</b>
Authorized Signature: <i>(only needed for revisions and must be an authorized representative listed on Form 4)</i>			
Date:			



## Form 5-G. Supply Budget

HEART OF TEXAS COUNCIL OF GOVERNMENTS - #11

FY 22/23

Proposed Budget	Proposed Budget	Biennium Total
FY 22	FY 23	FY 22/23
\$ 500.20	\$ 500.20	\$ 1,000.40
\$ 500.20	\$ 500.20	\$ 1,000.40
Authorized Signature: <i>(only needed for revisions and must be            an authorized representative listed on            Form 4)</i>		
Date:		

## Form 5-H.Indirect Cost Rate Information

HEART OF TEXAS COUNCIL OF GOVERNMENTS - #11

FY 22/23

Identify, in detail, each budget category to which your indirect cost rate applies and explain any special conditions under which the rate will be applied:

Use the space below for the indirect cost rate detail (this is mandatory to complete).

HOTCOG's base for the Indirect expense is the sum of salaries and fringe benefits. Salaries \$48,753.60 plus fringe benefits \$25,318.00 is \$74,071.60 X 54.34%=\$40,250.00

## **FRINGE RATE INFORMATION**

HEART OF TEXAS COUNCIL OF GOVERNMENTS - #11

FY 22/23

Use the space below for the fringe rate calculation.

The salaries expense of \$48,753.60 X the fringe benefit rate of 51.93%=\$25,318.00



Education/Outreach Request					
Initial Education/Outreach Budget				FY 22	\$ 3,500.00
Initial Education/Outreach Budget				FY 23	\$ 3,500.00
List Items (description)	Purpose or Event (if applicable)	Date of Event (if applicable)	Unit Cost	Quantity (# of Units)	Total Cost
			\$ -	0	\$ -
			\$ -	0	\$ -
			\$ -		\$ -
			\$ -		\$ -
			\$ -		\$ -
			\$ -		\$ -
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			\$ -		\$ -
Total Remaining For:				FY 22	\$ 3,500.00
Total Remaining For:				FY 23	\$ 3,500.00

## Form 5. Budget

HEART OF TEXAS COUNCIL OF GOVERNMENTS - #11

FY 22/23

Budget Category	Proposed Budget	Proposed Budget	Biennium Total Budget
	FY 22	FY 23	FY 22/23
1. Personnel/Salary ( Form 5 A)	\$ 24,376.80	\$ 24,376.80	\$ 48,753.60
2. Travel (Form 5 B)	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00
3. Equipment (Form 5 C)	\$ -	\$ -	\$ -
4. Contractual (Form 5 D)	\$ 43,454.00	\$ -	\$ 43,454.00
5. Other (Form 5 E)	\$ 11,385.00	\$ 11,385.00	\$ 22,770.00
6. Implementation Projects (Form 5 F)		\$ 43,454.00	\$ 43,454.00
7. Supplies (Form 5 G)	\$ 500.20	\$ 500.20	\$ 1,000.40
8. Fringe Benefits (Form 5 H)	\$ 12,659.00	\$ 12,659.00	\$ 25,318.00
<b>9. Total Direct Costs (sum of 1-8)</b>	\$ 94,875.00	\$ 94,875.00	\$ 189,750.00
10. Indirect Costs (Form 5 H)	\$ 20,125.00	\$ 20,125.00	\$ 40,250.00
<b>11. Total Costs (sum of 9-10)</b>	\$ 115,000.00	\$ 115,000.00	\$ 230,000.00
12. Fringe Benefit Rate:	0.000%	0.000%	0.000%
13. Indirect Cost Rate:	0.000%	0.000%	0.000%
Authorized Signature: <i>(only needed for revisions and must be an authorized representative listed on Form 4)</i>			
Date:			

**ACTION MEMORANDUM**

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

**September 23, 2021**

**SUBJECT:**

Authorizing Approval of Homeland Security expenditures for VHF Infrastructure for Bosque, Hill, Falls, Freestone and Limestone Counties.

**INFORMATION:**

Homeland Security staff is requesting authorization to approve expenditure of \$393,424.44 for Tait P25 Repeaters, Voters, and related equipment and system integration from Nalcom Communications. This project is out of the Radio Infrastructure grant and will upgrade VHF radio systems across the region to APCO P25 standard. See attached document for breakdown of equipment and cost. All items are quoted under HGAC contract.

**ACTION:**

Staff recommends that the Heart of Texas Council of Governments' Executive Committee approve the authorization for the Executive Director to sign an Equipment Proposal with Nalcom Wireless Communications and issue a Purchase Order for Tait P25 Repeaters, Voters, and related equipment expenditure in an amount not to exceed \$393,423.88



Heart of Texas Council of Governments					
VHF Infrastructure Project - Summary					
Quantity	System	Item Number	Item Description	Unit Price	Total
28	N/A	TAIT CONFIG	Tait Factory Configuration	\$53.58	\$1,500.24
28	N/A	TAIT STAGE	Tait Factory Staging and Optimization	\$257.15	\$7,200.20
8	Repeater	T01-01103-DAA-HGAC	TB 9400 Reciter 148-174 MHZ	\$1,935.75	\$15,486.00
8	Repeater	T01-01121-BBBA-HGAC	TB 9400 Linear PA 100 Watts 148-174 MHZ	\$1,529.25	\$12,234.00
8	Repeater	TB9400-HGAC	P25 100W 48V AC/DC Chassis Assembly	\$958.50	\$7,668.00
8	Repeater	TB9435S-100T-HGAC	TB 9400 Single 100 W Chassis Assembly	\$958.50	\$7,668.00
8	Repeater	TBAS050-HGAC	P25 Common Air Interface (CAI)	\$4,837.50	\$38,700.00
8	Repeater	TBAS061-HGAC	Central Voter	\$3,619.50	\$28,956.00
8	Repeater	TBC101A-TB73/93/94	E&M Isolation Adaptor TB9300	\$71.00	\$568.00
48	Repeater / Voter	TBA30A4-4400-HGAC	TB 9000 Power Management Unit AC/DC 48V	\$1,875.75	\$90,036.00
48	Repeater / Voter	219-01561-00-HGAC	Cable Cord 2M Black	\$9.75	\$468.00
40	Voter	T01-01104-DAAA-HGAC	TB 94 RX Only 148-174 MHZ	\$1,290.75	\$51,630.00
40	Voter	TB9444-RX1T-HGAC	TB 9400 Single Receiver X1 Capable Chassis Assy.	\$864.00	\$34,560.00
40	Voter	TBAS050-R0-HGAC	P25 Common Air Interface (CAI)	\$2,418.75	\$96,750.00
				<b>TOTAL:</b>	<b>\$393,424.44</b>
<b>Vendor:</b>	Nalcom Communications - Pricing from HGAC Contract				
<b>Sales:</b>	Eddie Crockett				

## **ACTION MEMORANDUM**

### **HEART OF TEXAS COUNCIL OF GOVERNMENTS**

#### **EXECUTIVE COMMITTEE**

September 23, 2021

#### **SUBJECT:**

Acknowledgement of intent to update membership of the Rural Planning Organization (RPO).

#### **INFORMATION:**

The Heart of Texas Council of Governments Executive Committee approved the Resolution creating the RPO in the Heart of Texas service area on August 28, 2008; and identified HOTCOG as the responsible political subdivision for implementation.

The Executive Committee approved the Articles of Organization of the RPO on January 28, 2010. HOTRTD Transportation staff will update the membership and present an action item for approval to the next Executive Committee meeting scheduled for October 28, 2021.

<b>RPO Member</b>	<b>Representing</b>
Judge Cindy Vanlandingham	Bosque County
To Be Appointed (TBA)	Bosque County Appointee
Judge Jay Elliot	Falls County
TBA	Falls County Appointee
Judge Linda Grant	Freestone County
TBA	Freestone County Appointee
Judge Richard Duncan	Limestone County
TBA	Limestone County Appointee
Judge Justin Lewis	Hill County
TBA	Hill County Appointee
Judge Scott Felton	McLennan County
Will Jones	McLennan County Appointee
TBA	Waco MPO
TBA	HOT Economic Development District
<b>Ex-officio</b>	<b>Representing</b>
Russell Devorsky	HOTCOG Executive Director
TBA	TxDOT – Waco District Engineer
TBA	TxDOT – Waco District Appointee
TBA	TxDOT – Bryan District Appointee
TBA	Regional Transportation Coordination Council
Serena Stevenson	Waco Transit
Rep Pledger	HOTCOG/Rural Transit District

**RECOMMENDED ACTION:**

That the Heart of Texas Council of Governments Executive Committee acknowledges the RPO Members and Ex-officio Members as presented.

Signed:

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Judge Linda Grant, President  
County Judge for Freestone County

Attest:

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Judge Jay Elliot, Secretary/Treasurer



**ACTION MEMORANDUM**

HEART OF TEXAS COUNCIL OF GOVERNMENTS'  
EXECUTIVE COMMITTEE  
September 23, 2021

**SUBJECT:** HOTCOG Executive Committee Member Appointment

**INFORMATION:**

A vacancy on the Executive Committee has occurred and a replacement is needed to serve as a member to represent Bosque County.

**RECOMMENDED ACTION:**

That the Heart of Texas Council of Governments Executive Committee consider the recommendation of an appointment to the Executive Committee.

**ACTION MEMORANDUM**

HEART OF TEXAS COUNCIL OF GOVERNMENTS'  
EXECUTIVE COMMITTEE  
September 23, 2021

**SUBJECT:** Ethics Training

**INFORMATION:**

In accordance with HOTCOG's Ethics Policy, Ethics training will be presented to the Executive Committee members during one of their regular business meetings on an annual basis.

**RECOMMENDED ACTION:**

The Heart of Texas Council of Governments Executive Committee receive Ethics Training for the year 2021.

**Administrative Services Department**

**Financial / Personnel Reports**

**Executive Committee Meeting**

**September 23, 2021**

**Heart of Texas Council of Governments  
Combined Balance Sheet  
August 31, 2021**

**Assets**

Current

Cash	\$ 129,652
Investments	605,007
Due (to)/from Grantor Agencies	694,009
Membership Dues Receivables	5,151
Aging Match Receivables	247
Other Receivables	-
Pre-Paid Items	24,019
	<u>1,458,085</u>

Fixed Assets

Building	2,810,000
Land	690,000
Furniture & Equipment	3,028,761
Less: Accumulated Depreciation	<u>(3,596,564)</u>
	2,932,197

**Total Assets**

\$ 4,390,282

**Liabilities**

Current

Accounts Payable	54,841
Due to HOTEDD	583,215
Accrued Vacation	139,093
Deferred Revenue	176,999
	<u>954,148</u>

Long-term Liabilities

Notes Payable	805,936
	<u>805,936</u>

**Total Liabilities**

\$ 1,760,084

**Fund Equity**

Investments in Fixed Assets, net of related debt	2,126,261
Nonspendable-prepaid items	24,019
Restricted for Building Maintenance	11,751
Restricted for Emergency Notification System	618
Restricted for Federal & State programs	93,847
Unassigned	373,702
	<u>373,702</u>

**Total Fund Equity**

\$ 2,630,198

**Total Liabilities & Fund Equity**

\$ 4,390,282

Heart of Texas Council of Governments  
Combined Statement of Revenues, Expenditures  
& Changes in Fund Balance  
For Eleven Months Ended August 31, 2021

Revenues	Year To Date	YTD Budget	YTD Budget Variance	12 Month Budget	Annual Budget Remaining
Grants administered from State/Federal	\$ 5,376,713	\$ 7,026,507	\$ (1,649,794)	\$ 7,665,280	\$ 2,288,567
Rent-WF Bldg	357,500	357,500	-	390,000	32,500
Local Funds/Mgt. Fees	165,206	125,202	40,004	136,584	(28,622)
Membership Dues	-	52,250	(52,250)	57,000	57,000
Inkind Match/Program Income	7,716	668,248	(660,532)	728,998	721,282
Interest Income	372	1,833	(1,461)	2,000	1,628
Miscellaneous Income	20,362	2,750	17,612	3,000	(17,362)
<b>Total Revenues</b>	<b>\$ 5,927,869</b>	<b>\$ 8,234,290</b>	<b>\$ (2,306,421)</b>	<b>\$ 8,982,862</b>	<b>\$ 3,054,993</b>
<b>Expenditures</b>					
Salaries	912,855	930,761	17,906	1,015,376	102,521
Fringe Benefits	489,225	494,713	5,488	539,687	50,462
Travel	8,524	38,861	30,337	42,394	33,870
Equipment	32,025	745,708	713,683	813,500	781,475
Supplies	20,755	19,484	(1,271)	21,255	500
Other Expenses	319,595	343,240	23,645	374,444	54,849
Delegate Agency/Contractual Costs	2,902,876	3,840,192	937,316	4,189,300	1,286,424
Indirect Costs	835,045	804,931	(30,114)	878,107	43,062
Insurance/Maintenance-WF Bldg	34,180	45,833	11,653	50,000	15,820
Debt Service-WF Bldg	245,755	246,867	1,112	269,309	23,554
Inkind Match/Program Income	-	668,248	668,248	728,998	728,998
<b>Total Expenditures</b>	<b>\$ 5,800,835</b>	<b>\$ 8,178,839</b>	<b>\$ 2,378,004</b>	<b>\$ 8,922,370</b>	<b>\$ 3,121,535</b>
<b>Changes in Fund Balance</b>					
Excess (Deficiency) of revenues over (under) expenditures	127,034			60,492	
Transfers-Due (to)/from HOTEDD	(44,371)			(31,742)	
<b>Net Change in Fund Balances</b>	<b>82,663</b>			<b>28,750</b>	
Fund Balances as of October 1, 2020	421,274				
<b>Fund Balances as of August 31, 2021</b>	<b>\$ 503,937</b>				

**Heart of Texas Council of Governments**  
**Monthly Report of Cash Transactions and Condition**  
**As of August 31, 2021**

	Operating Account	Short Term Investments	Total Cash
Beginning Balance 8/1/21	\$ 42,466	\$ 557,098	\$ 599,564
Transactions			
Cash In	702,190	11	702,201
Cash (Out)	<u>(567,104)</u>	<u>-</u>	<u>(567,104)</u>
Net Income (Outlay)	135,086	11	135,097
Net Transfers In (Out)	<u>(47,900)</u>	<u>47,900</u>	<u>-</u>
Net Total Transactions	<u>87,186</u>	<u>47,911</u>	<u>135,097</u>
Ending Balance 8/31/21	<u><u>\$ 129,652</u></u>	<u><u>\$ 605,009</u></u>	<u><u>\$ 734,661</u></u>

**HEART OF TEXAS COUNCIL OF GOVERNMENTS  
PERSONNEL STATUS SUMMARY  
AS OF SEPTEMBER 23, 2021**

NUMBER OF POSITIONS AUTHORIZED BY GRANT/FUND BUDGETS 30

NUMBER OF PEOPLE EMPLOYED 30

As of September 23, 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**

<b><u>Department</u></b>	<b><u>Positions Authorized</u></b>	<b><u>Regular Fulltime</u></b>	<b><u>Temporary Fulltime</u></b>	<b><u>Regular &amp; Temporary Part-Time</u></b>	<b><u>Vacant</u></b>
Executive/ Admin. Services	6	6	0	0	0
Regional Services	8	7	0	1	0
Health and Human Services	16	16	0	0	0
<b><u>Totals</u></b>	30	29	0	1	0

## Health and Human Services Division - HOTCOG

Activity Report for August 2021

The following is a summary of the activities for August 2021 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)**

- 2-1-1 is an easy-to-remember and universally recognizable number that connects individuals, regardless of age, ethnicity, gender, disability, or any other criteria, with appropriate community-based organizations and government agencies, with the goal of encouraging prevention and fostering self-sufficiency.
- 1 of 25 Area Information Centers designated by the Texas Information and Referral Network (TIRN) under the direction of the Health and Human Services Commission.
- “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 and community-based nonprofit organizations readily available to all callers.
- Calls generally relate to requests for assistance for Covid-19 related information, food, clothing, rental assistance and shelter, utility bill payment assistance, medical assistance, affordable childcare, eldercare, disaster relief, etc.
- In the event of a disaster or emergency plays an integral role in the *Governor’s Homeland Security Strategic Plan for 2020-2025* by providing information to the public.
- Serves six counties including Bosque, Falls, Freestone, Hill, Limestone and McLennan as well as providing call coverage statewide as calls are rolled from other Area Information Centers.

### **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).

**Specific Activities for the period of August 2021  
Monthly Report**

**Area Agency on Aging - (AAAHOT)**

Gary W. Luft – Director

**Highlights for August:**

- 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 continued to provide services as required by contract.
- All contract deliverables and requirements have been met.

**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) – August 2021 – (Includes monthly, multiple Zoom contacts, Team Meetings, newspaper PSA's, in-person outreach, publications promoting services, organizations utilizing AAA materials, and direct seminars, etc.)

**Total contacts for August 2021 – 474,830 (includes newspaper PSA's).**

***Senior Medicare Patrol – Fraud Detection, Prevention and Reporting*** continues as part of the Benefits Counseling function. The outreach and educational services previously performed by the Senior Medicare Patrol have been merged into other services of the HHS Division.

***New to Medicare – In-office public meetings on Medicare***

- Public Medicare meetings are offered twice a month in HOTCOG's training room and will continue until through December 2021.
- Outreach included monthly public meetings, Zoom, Team, Churches, HICAP.
- During August, vaccination sites/community health fairs were held in 13 locations with Homeland Security, ADRC, AAA, Transportation, United States Army Reserve, Administration, to address COVID-19 vaccinations in 13 locations in Limestone, Bosque, Falls, Freestone, McLennan, Hill Counties. It was a joint

effort on behalf of HOTCOG to address our six counties. Having gone to Coolidge, Hubbard, Axtell, Itasca, Clifton, Meridian, Chilton, Rosebud, Kosse, Riesel, Streetman, Teague, and McGregor, we enhanced our relationships with each community partner, providing assistance not only with the COVID-19 vaccinations, but with improving knowledge about Medicare and Medicaid. We did pave the way for programs and services to expand on a quarterly basis. Sites, vaccinations, personnel, media, including Facebook, newspaper, Radio, City Managers, Mayors, County Judges were involved in this vaccination project. Special thanks to Homeland Security, AAA Transportation, Area Agency on Aging, Aging, Disability, Resource Center (ADRC), Public Health, hospitals in Hill, Limestone, Bosque. It was a collaborative effort on behalf of HOTCOG. Great partnerships all around.

***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 on a more frequent basis.

**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
  - 22 people were served
  - 69.23 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
  - No people were served

**Care Coordination – (AAAHOT)**

Donnis Cowan – Manager  
Destiny Zavalla – Sr. Care Coordinator

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.  
49 clients were assisted with Care Coordination  
103.03 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.  
16 caregivers were assisted with Caregiver Support Coordination  
24.52 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.  
390 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.  
9 clients were assisted with Respite Services  
997.25 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.  
2 clients were assisted with Health Maintenance  
2 units of service were provided
- Homemaker – Provides assistance which may include light house cleaning, meal preparation and shopping.  
1 client was assisted with Homemaker Services  
24.25 units of service were provided
- Personal Assistance – Provides assistance which may include bathing, dressing, toileting, light house cleaning, meal preparation.  
14 clients were assisted with Personal Assistance Services  
178.25 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.

8 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

<b>Nutrition Program - Meals Served by County</b>			
<b>Provider</b>	<b>Congregate Meals Served</b>	<b>Home Delivered Meals Served</b>	<b>Total Meals Served</b>
<b>Central Texas Senior Ministries - serves three counties</b>			
Falls County			
HHS funding	16	948	964
Other funding	27	99	126
<b>Total</b>	<b>43</b>	<b>1,047</b>	<b>1,090</b>
Hill County			
HHS funding	206	1,625	1,831
Other funding	27	67	94
<b>Total</b>	<b>233</b>	<b>1,692</b>	<b>1,925</b>
McLennan County			
HHS funding	781	4,197	4,978
Other funding	140	4,577	4,717
<b>Total</b>	<b>921</b>	<b>8,774</b>	<b>9,695</b>
<b>Subtotal for Central Texas Senior Ministries - three counties</b>			
HHS funding	1,003	6,770	7,773
Other funding	194	4,743	4,937
<b>Total</b>	<b>1,197</b>	<b>11,513</b>	<b>12,710</b>
<b>Bosque County Senior Services</b>			
HHS funding	10	1,134	1,144
Other funding	3	91	94



<b>Total</b>	<b>13</b>	<b>1,225</b>	<b>1,238</b>
<b>Freestone County Senior Services</b>			
HHS funding	440	869	1,309
Other funding	470	634	1,104
<b>Total</b>	<b>910</b>	<b>1,503</b>	<b>2,413</b>
<b>Limestone County Senior Services</b>			
HHS funding	385	1,263	1,648
Other funding	244	11	255
<b>Total</b>	<b>629</b>	<b>1,274</b>	<b>1,903</b>
<b>Grand Totals for Nutrition Program - includes all contractors</b>			

**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.

7 clients were assisted with Caregiver Education & Training  
7 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.

36 clients were assisted with Evidence-Based classes.

**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 2 volunteers, 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. In March, The State Ombudsman Office again restructured the visitation requirements after HHSC restructured visitation regulations for nursing and assisted living facilities.

During the month of August, Staff and Volunteer Ombudsmen:

- Completed 45 visits to Long Term Care facilities, including both nursing homes and Assisted Living Facilities.
- Shared information on 1 state survey and investigation.
- Provided information and consultations to 16 individuals and 26 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. The Certified Volunteer Ombudsman have begun visiting their assigned 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 and 2 CVOs handled 40 complaints and concerns in August and resolved or partially resolved 93.7% of the issues. The complaints related to such issues as discharge, autonomy, failure to respond to requests for assistance, activities, food, environment, Medicaid or financial issues and family conflicts. Some of the 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 77 phone calls regarding various issues.

Activities:

- The MLO and the SO listen to the HHS webinars that keep up informed with all the new rules and any updates. They have now start having them every other week.
- Debbie Jones, SW, finished her training and is Certified as a Staff Ombudsman in August. She will be Part Time. We are excited to have her join us!
- Facilities continue to experience some new COVID-19 cases. We are hoping and watching that they do not get “shutdown” as in 2020.

**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 if 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.

#### **ADRC Calls, Walk – ins, Email, Fax, Toll Free Calls**

<b>ADRC Calls, Walk-ins, Emails, Fax</b>			
<b>Current Month Calls/Walk-ins</b>	<b>Previous Year Comparison</b>	<b>Increase or (Decrease)</b>	<b>% Increase or (Decrease)</b>
384	339	45	13.27%

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

- Participated in FY21 ADRC "State Office" Calls/Webinars
- Signed NFA for Covid Vaccine funds
- Attended planning meetings for Covid outreach to begin in August
- Meet with coalition to discuss ways to cover each region with vaccine outreach campaign

**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

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 and community-based non-profit organizations 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 and all of Texas as calls are rolled from other centers. In addition, we take disaster related calls when such an event occurs. COVID-19 related calls have increased this month because of the Delta variant. While requests for local COVID-19 testing sites had decreased for several months in August we began to receive a greater number of calls requesting this information. In addition, Hurricane Ida evacuees from Louisiana increased call volume as they requested contact information for the American Red Cross and FEMA and information regarding their resources.

- For the month of August 4,444 calls were taken by HOT 2-1-1 staff compared to 4,904 for the same month for the previous year.
- The decrease of 460 calls was a 9.38% decrease for the month. This was due to the reduction of COVID-19 related calls even though they remain substantial.

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

- For the month of August 265 calls were taken by Houston-Galveston and statewide staff compared to 83 in the same month for the previous year.
- The increase of 182 calls was a 219% increase for the month relative to the previous year. This is partly due to our calculating the calls being routed statewide by TIRN during after-hours rather than those only being routed to GC Houston Galveston.

Projection of annual calls:



In previous years we have been 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. However, the incredibly high numbers of COVID-19 calls during the past year have blown our model up. Therefore, we have made our best "guesstimate" and project our number of calls for the balance of the year to level off a bit based on what we have seen during the past two months. Using that approach predicts the total fiscal year call volume (including HOT and Houston-Galveston calls) to be **51,539 +/- calls** compared to the previous fiscal year total of 47,789 calls. The projected increase of **3,750** total calls represents a projected increase of **7.85%** for the year. The projections are estimates based on our best guess. 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 51,539 Projection for Current Year
- Increase in calls 3,750 Projected increase based on 11 months activity
- % Increase in calls 7.85%

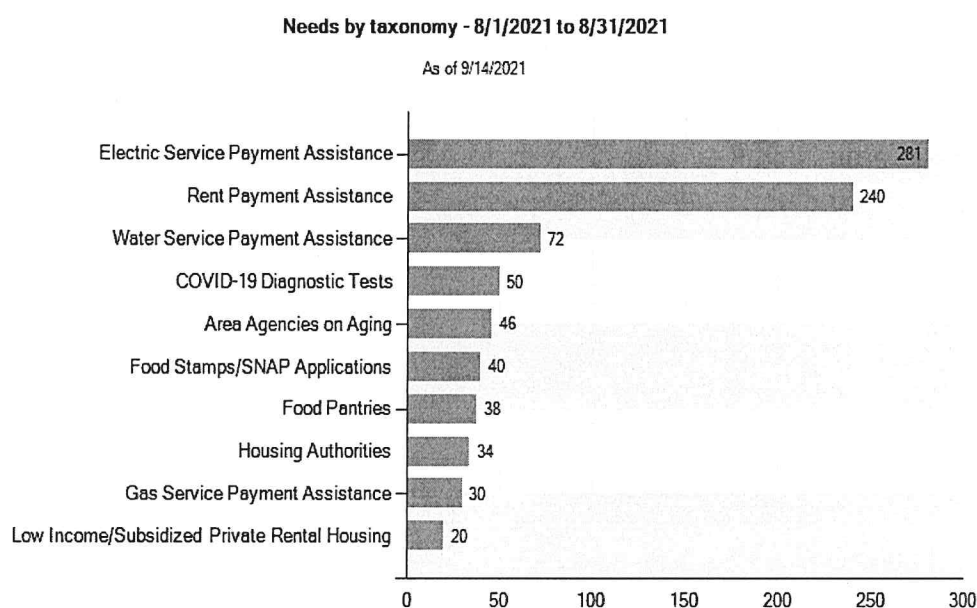
HOT 2-1-1 Number of Calls and Yearly Projection									
Heart of Texas 2-1-1 staff only					After Hours HOT Region				
	FY 18	FY 19	FY 20	FY 21		FY 19	FY 20	FY 21	
October	3,748	3,013	2,917	4,549		111	188	260	
November	3,634	2,354	2,988	2,949		165	149	270	
December	3,082	2,183	2,264	4,373		144	161	225	
January	3,383	2,461	3,713	4,784		175	161	284	
February	2,141	2,074	2,648	4,400		127	153	382	
March	1,904	2,246	4,384	5,021		132	137	275	
April	2,292	2,394	5,835	3,336		162	104	207	
May	2,357	2,377	3,828	2,977		166	97	226	
June	3,669	2,639	4,573	3,779		168	86	217	
July	3,165	3,175	4,673	3,552		165	60	198	
August	3,376	3,059	4,904	4,444		196	83	265	
September	3,235	3,180	3,606	3,500	estimate	151	77	200	estimate
Total	35,986	31,155	46,333	47,664		1,862	1,456	3,009	
					<b>FY 21 Yearly Projection</b>				<b>FY 21 Yearly Projection</b>
		(4,831)	15,178	1,331			(406)	1,553	
% Increase		-13.4%	48.7%	2.9%	48,528		21.8%-	106.7%	3,011

#### 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 two (2) minutes of unanswered calls to any available I & R staff in 2-1-1s across the state. Heart of Texas calls that cannot be answered in the allotted time of two 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 two-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.

### **Most requested services for HOT Counties August, 2021**



### **Outreach:**

HT 2-1-1 is responsible for developing and maintaining cooperative relationships within our region for the purpose of promoting and expanding 2-1-1 services. In addition, we are responsible for collecting, updating, and managing information specific to the HT region for agencies which are included in the statewide database. To this end, we have endeavored to make in-person visits to agencies and programs in each of our six counties. During the month of August, 17 in-person visits were made to agencies located in McLennan County. This allows for relationships to be formed and built, database information to be updated, and 2-1-1 materials to be distributed through the agencies to the public.

We will continue to make in-person visits throughout the year and also will take part in any virtual or in-person community outreach and education opportunities.

	<b><u>AUG</u></b>	2-1-1 staff were able to make in-person visits to 17 agencies in McLennan County in August. At each 2-1-1 brochures were left to be distributed to the public. Relationships with the agencies in our Resource Database are important to maintain and the information must be verified annually. 2-1-1 brochures were also distributed at 13 Health Fairs across the HT Region during August.
<b>OUTREACH</b>	<b>17</b>	
<b>TRAINING</b>	<b>0</b>	
<b>HEALTH FAIRS</b>	<b>13</b>	
<b>TOTAL</b>	<b>30</b>	

#### **Heart of Texas Rural Transit District**

Ronald E. "Rep" Pledger - Manager  
 Frances Ramirez – Transportation Specialist  
 Misty Hendon – Transportation Admin

#### **General Information:**

Transportation continues to follow local and state guidelines regarding Covid-19. We are following appropriate guidelines to ensure clients are safe and feel secure in the services we provide. Drivers continue to disinfect and clean their bus after each trip and document logs of the cleanings. Each bus is equipped with disinfecting solutions, sprays, and wipes. Masks are required to be worn by the driver and those being transported. A mask is provided to the riders at no cost by the driver when the rider does not have a mask.

During August we had an increase in ridership for Hill County, Freestone County and Limestone County. Staff is continually reaching out to current and previous clients to see if there is anything we can do to encourage them to continue using the service or start using the service again.

#### **Funding**

Vehicle Revenue Miles (VRM) funds - \$264,019  
 Regional Transportation Coordination Plan funds - \$130,000

#### **Trainings/Meetings**

November 13 – Emergency Management: Weather Related  
 November 16-20 – Virtual planning conference hosted by TXDOT  
 December 4 – Emergency Management: Continuity of Operations  
 December 6-12 – Virtual planning conference hosted by TXDOT

#### **Regional Transportation Coordination Council - (RTCC)**

HOTRTD received \$130,000 from TxDOT to update the previous Regional Coordination Transportation Plan. Staff prepared an RFQ for consulting services to research and

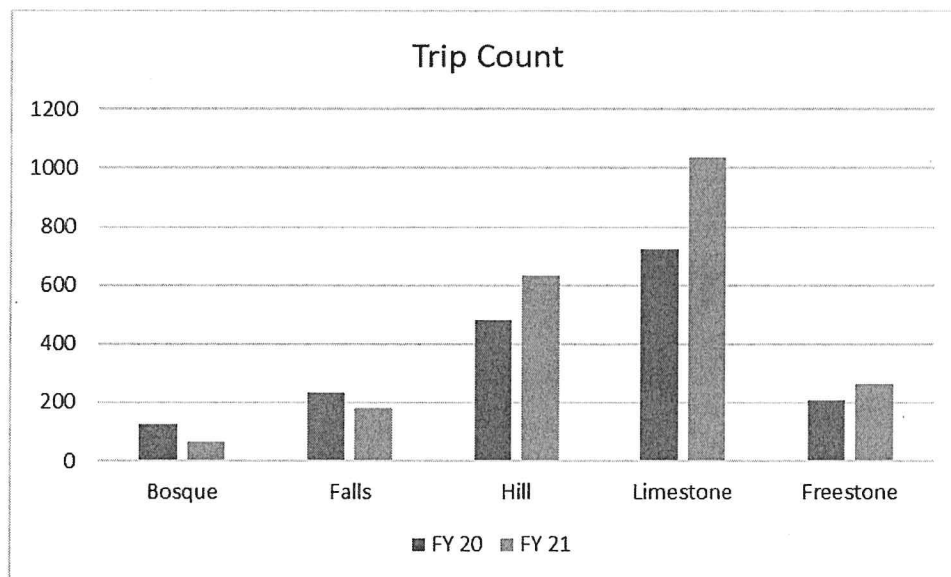
complete the five-year update. KFH group was awarded the contract and they have completed the contract requirements. The 5-year updated funding request has been submitted to TxDOT.

### **Rural Transit District – (Operations)**

Staff is constantly calling clients that have previously cancelled and is assuring them that we are taking appropriate precautions for their safety.

Trip activities for August were as follows:

<b>Transportation Services – One Way Trips</b>			
<b>Transportation Provider</b>	<b>FY 2020</b>	<b>FY 2021</b>	
Bosque County	126	65	-48.4%
Falls County	235	182	-22.6%
Hill County	481	634	+31.8%
Limestone County	725	1038	+43.2%
Freestone County	210	263	+25.2%
<b>Total - All 5 Counties</b>	<b>1777</b>	<b>2182</b>	<b>+22.8%</b>



<b>Trip Type by County</b>						
<b>August 2021</b>						
<b>Trip Type</b>	<b>Bosque</b>	<b>Falls</b>	<b>Freestone</b>	<b>Hill</b>	<b>Limestone</b>	<b>Grand Total</b>
Dialysis	8	62	72	311	342	795
Work		20	54	85	282	441
Medical	19	61	39	84	192	395
Personal	11	9	18	38	84	160
Shopping	4	6	47	34	67	158
MHMR	20		6	40	11	77



Recreation			27		49	76
Education	1	13		22	3	39
Veteran	2	11		13		26
Foster Grandparents					8	8
Parole				7		7
<b>Grand Total</b>	<b>65</b>	<b>182</b>	<b>263</b>	<b>634</b>	<b>1038</b>	<b>2182</b>

Submitted: September 16, 2021



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

## REGIONAL SERVICES REPORT

September 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 NGCS projects and planning for the future of the regional networks. Project planning calls continue with Vesta Solutions, Inc. for NGCS, calls are held weekly. Discussions include project deliverables and discussions concerning 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.

#### 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.

#### Public Education

There were 3,398 public education items distributed to the Region for public education events.

#### Meetings/Training/Conference Calls and Site Visits

- MVP NGCS project discussion conference call, HOTCOG – September 6<sup>th</sup>
- CSEC Touchpoint conference call, HOTCOG – September 7<sup>th</sup>
- CSEC NGCS project update conference call, HOTCOG – September 7<sup>th</sup>
- MVP NGCS project discussion conference call, HOTCOG – September 13<sup>th</sup>
- MVP NGCS project discussion conference call, HOTCOG – September 20<sup>th</sup>
- MVP project discussion conference call, HOTCOG – September 21<sup>st</sup>
- NGCS VESTA Router GoLive, Region – September 21<sup>st</sup>-22<sup>nd</sup>
- MVP NGCS project discussion conference call, HOTCOG – September 27<sup>th</sup>

- CSEC RPC workshop, Austin – September 28<sup>th</sup>

## **Homeland Security/Emergency Preparedness**

### **Homeland Security/Emergency Preparedness**

#### **Grant/COG Projects**

- Staff continues to work with Falls County to begin planning for their Community Emergency Response Team (CERT) program and has attended several meetings with volunteers and leaders in Falls County.
- Staff is teaching a CERT course at Waco ISD's University High School in the Health Care Academy.
- Staff attended the monthly Homeland Security conference calls with the Office of the Governor (OOG).
- Staff attended the Texas Association of Regional Councils (TARC) meeting virtually.
- Work continues on the \$1.6M Radio Infrastructure grant with meetings with county EMC's, radio vendors on the VHF System upgrades and we await the NEPA results for the communication towers in Marlin and Woodway.
- Staff has been working with Hill County on its Sheriff's Office Dispatch upgrade.
- National Environmental Policy Act (NEPA) studies ongoing for the radio tower projects.
- Amy Derrick has attended several meetings with the Texas Youth Preparedness Council and is an advisor for the Council.
- Staff has been working with Texas DPS Office of Homeland Security on the National Special Events data call – HOTCOG submitted a record 560 events for this year.

#### **Technical Assistance**

- Staff has worked on the new website for the Emergency Preparedness Program.
- Emergency Notification System and CERT sign up is much easier through the new website.
- Staff has been working with local jurisdictions on the SHSP grant program and the delays we are experiencing at the state level.

## **Criminal Justice**

### **Planning Grant**

CJ Planner, Lana Gudgel, continues working on new survey for CJ Stakeholders Community Planners to being development of new strategic plan, Planner attended the Domestic Violence Response Team meeting to review plans for the future Domestic Violence Training. Planner received and prepared reimbursement requests from Hill County and Freestone County on the JJTP grant. Planner confirmed a new member to the CJAC board, Trooper Ryan Howard and added Constable Jerry Woods and Kirk Turner to the LETAC board members list and submitted request for approval of these members to the Executive Committee.

Planner continues to assist with the administration of the Falls County Special Investigator grant and the Falls County Victim Services grants.

### **Regional Law Enforcement Training Academy Grant**

Criminal Justice Planner, Lana Gudgel, received the COVID emergency relief funds September 1, 2021. Planner has scheduled 7 new classes under the COVID grant, Interaction with Driver's Deaf/Hard Hearing October 28<sup>th</sup>, Juvenile Law and Procedures Nov 11, TCIC/NCIC Full Access Nov 15-147, Two CIT 1850 classes Nov 1-5 In Groesbeck and one Nov 29<sup>th</sup> – Dec 3<sup>rd</sup> in McLennan County, Basic Instructor Dec 6-10 Interacting with Driver's Deaf/Hard Hearing Dec 16. Additional classes to be scheduled before January 31, 2022, under the COVID grant include Intermediate Crime Scene, Special Investigative Topics, Mental Health Peace Officer, Spanish for LE, Intermediate Child Abuse, Legal Update.

304 students attended HOTCOG training since January 2021.

## **Economic & Community Development Department Staff Report**

### **REVOLVING LOAN FUND**

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

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

Texas CDBG funds provided under the TCF SMRF program are required to comply with the national objective of principally benefiting persons of low and moderate income. The objective of the program is to expand economic opportunities that create or retain jobs, principally for low- and moderate-income



persons. The SMRF program provides resources for an eligible applicant to support qualified small and microenterprise business(es) (a for-profit entity) to create or retain jobs for Texans. The CDBG regulations provide the following definitions: **Microenterprise Definition**, A “microenterprise” is a commercial enterprise that has five or fewer employees, one or more of whom owns the enterprise. “Persons developing microenterprises” means persons who have expressed interests in and who are, or after an initial screening process are expected to be, actively working toward developing businesses, each of which is expected to be a microenterprise at the time it is formed. 24 CFR §570.201(o)(3): **Small Enterprise Definition** is an enterprise” or “small business” is a commercial enterprise that has 25 or fewer employees, one or more of whom owns the enterprise. Falls County is the only county under the SMRF fund. The funding period through TDA and regulations is over but once TDA closes out the contract with Falls County then HOTEDD can lend the revolving funds back into Falls County without the stricter requirements of TDA. At this time Falls County has not received closeout information.

HOTEDD is currently seeking applicants for approximately \$244,241.61 in USDA revolved funds.

SMRF has \$36,920.64

Currently loans are out to:

Net1 is behind in payments. We did receive one month payment at time of this report.

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

**Current EDA funding opportunities:**

#### **FISCAL YEAR 2021 AMERICAN RESCUE PLAN ACT**

Under the American Rescue Plan, EDA was allocated \$3 billion in supplemental funding to assist communities nationwide in their efforts to build back better by accelerating the economic recovery from the coronavirus pandemic and building local economies that will be resilient to future economic shocks.

American Rescue Plan funding enables EDA to provide larger, more transformational investments across the nation while utilizing its greatest strengths, including flexible funding to support community-led economic development.

With an emphasis on equity, EDA investments made under the American Rescue Plan will directly benefit previously underserved communities impacted by COVID-19.

EDA is making a Coal Communities Commitment, allocating \$300 million of its \$3 billion American Rescue Plan appropriation to ensure support for these communities as they recover from the pandemic and create new jobs and opportunities, including through the creation or expansion of a new industry sector. This commitment will be fulfilled through \$100 million in Build Back Better Regional Challenge grants and \$200 million in Economic Adjustment Assistance grants.

EDA has published the following funding opportunities:

- Economic Adjustment Assistance
- Travel, Tourism and Outdoor Recreation
- Indigenous Communities
- Build Back Better Regional Challenge
- Statewide Planning, Research and Networks
- Good Jobs Challenge

**Deadlines:** Varies based on program.

Economic Adjustment Assistance: Rolling. EDA strongly encourages all applicants to start early and contact their EDA representative for assistance.

While EDA encourages eligible applicants to submit their applications as soon as possible, EDA strongly advises eligible applicants to submit complete applications no later than March 31, 2022, so that EDA can review and process the application in time to get a potential award in place prior to deadlines imposed by Congress. Submission by March 31, 2022, is not a guarantee of funding. Any award is subject to the availability of funds. See Section E of this ARPA EAA NOFO regarding EDA's review process.

Travel, Tourism and Outdoor Recreation: Rolling (Competitive Tourism Grants). EDA encourages eligible applicants to submit their applications as soon as possible.

For EDA Competitive Tourism Grants, there are no application submission deadlines. While EDA encourages eligible applicants to submit their applications as soon as possible, EDA strongly advises eligible applicants to submit complete applications no later than January 31, 2022, so that EDA can review and process the application in time to get a potential award in place prior to deadlines imposed by Congress. Submission by January 31, 2022, is not a guarantee of funding. Any award is subject to the availability of funds. See Section E of this ARPA Tourism NOFO regarding EDA's review process.

Indigenous Communities: Rolling. EDA strongly encourages all applicants to start early and contact their EDA representative for assistance.

While EDA encourages eligible applicants to submit their applications as soon as possible, EDA strongly advises eligible applicants to submit complete applications at least by March 31, 2022, so that EDA can review and process the application in time to get a potential award in place prior to deadlines imposed by Congress. Submission by March 31, 2022 is not a guarantee of funding. Any award is subject to the availability of funds. EDA strongly encourages all applicants to start early and contact their EDA representative for assistance. See section E of this Indigenous Communities NOFO regarding EDA's review process and section G of the NOFO for EDA Regional Office Point of Contact (POC) information.

Build Back Better Regional Challenge (Phase 1): October 19, 2021

Statewide Planning, Research and Networks: Rolling (Research and Network Grants). EDA encourages eligible applicants to submit their applications as soon as possible.

Good Jobs Challenge: January 26, 2022

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## FISCAL YEAR 2021 STEM TALENT CHALLENGE

The U.S. Economic Development Administration (EDA) has published the Fiscal Year (FY) 2021 STEM Talent Challenge Notice of Funding Opportunity making \$2 million available to eligible entities to create and implement STEM talent development strategies that complement their region's innovation economy. The STEM Talent Challenge provides funding for work-and-learn programs to increase America's STEM-capable workforce in emerging and transformative sectors such as space commerce, aeronautics, digital manufacturing, biotechnology, advanced manufacturing and cybersecurity.

### **Current Projects HOTCOG is administering**

**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.

Hillsboro project is now finished. Dorthy Jackson sent final payment request and close out paperwork to EDA on 5/26/21. At the time of this report EDA has not closed the project.

**TSTC Project:** Scope of work on this EDA project is to provide COVID responsive renovations in the Technical Studies and Electronics Centers. The renovations are 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 was issued on April 15, 2021, for project award. Authorized scope of work includes the renovation of building space within the 30,887 -SF Technical Studies Center (TSC) building and 41,223-SF Electronics Center (EEC) building. Other major components for both buildings include Conduct abatement; conduct demolition; installation of electrical, plumbing and IT infrastructure; renovate interior lab and classroom space; and equipment purchase of technology equipment to support on-line lecture distribution. This is the largest project for HOTCOG to administrate under HOTEDD to date. Project paperwork is moving forward. The proper lien filings have been completed and approved by EDA.

TSTC has selected an engineer and is working on turning in contract for EDA to approve.

**Fairfield Project:** This project has not been officially awarded but Fairfield received letter from EDA that funds are being earmarked for this project at \$950,000.00. They have assigned EDA engineer to certify the environmental work and then once the Engineer approves the go ahead with project the official award will be announced. The Fairfield Economic Development Corporation is looking at making

improvements to Old-Mexia Fairfield Road to accommodate the expected increase in commercial and industrial traffic in the area. The improvements are to construct 3,750 linear feet of industrial grade roadway with a pavement section of 7-inches of concrete pavement and 10-inches of chemically treated subgrade.

Dorthy Jackson received word that this project has passed legal and Headquarters so an announcement should come soon. Announcements are slower because of all of the extra funding that EDA has received, and the mitigation of those funds are causing timeframes to be pushed out longer.

### **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.

HOTEDD approved the five-year CEDs at the April 22 meeting. The *National Association of Development Organizations (NADO)* highlighted HOTCOG/HOTEDD CEDs to other COG/Planning organizations as one of the two shining examples in Texas to go by. The other Texas CEDs was the Houston-Galveston CEDS. HOTCOG staff worked hard with the GoldenShovel web developer to make this project complete. All this could not have been done without, first EDA funding, and second the great work that the HOTEDD Board and HOTEDD CEDs Committee did in support of staff.

### **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 regard 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.

Website development complete and the equipment for the board room is installed and at use. Now staff is evaluating the option to make training room available for instructors to hold in class instruction and same time do digital instruction. EDA has also approved for HOTCOG to replace antiquated phone system with these funds.

### **Training**

Russell Devorsky and Dorthy Jackson attended the Southwest Regional Economic Development Administration (SWREDA) Conference in Rogers Arkansas on August 31 through September 3, 2021. This conference consists of council of governments and planning organizations throughout the 5 states in the EDA Southwest Region: Arkansas, Louisiana, New Mexico, Oklahoma, and Texas. Dorthy Jackson was a speaker in the CEDs session because of the work HOTCOG staff did in new website development and CEDs web-based status.

Staff attended TARC virtually September 8-10, 2021. Dorthy Jackson conducted the Community and Economic Development session as Chair. New officers were slated, and she was able to pass the duties off for the next TARC meeting. This session there was several presenters:

Presentation from Connect Nation on using the right data to determine grant eligibility for broadband projects: They walked the group through their mapping data that better reflects the actual broadband accessibility. There was discussion on FCC Broadband map and how it wasn't a true reflection of accessibility because if a provider shows one household has connection, then the map shows the whole census tract as a serviced area.

The Connect Nation representatives also touched on the State and Federal Broadband updates on the grants available. How competitive they are, and that EDA now had broadband in their potential scoop of work.

Suzanne Barnard from TDA gave updates concerning TxCDBG projects and timelines. She went over draft of new contracts for COGs and Planning Commissions for technical assistance. Suzanne also gave information about the new admin training that is done online with testing requirements. The next cycle of training won't come out until January or little later. She explained that TDA GO online site doesn't have the capability right now to allow COGs who are not contracted grant administrators to see who in their region have grants and who is applying.

Jason Wilson from EDA had First Net Authority do a presentation on how their operations work with communications for 911 and first responders. He pointed out that many times in crisis situations such as hurricanes and other natural disaster that it's too late to get First Net involved and as planners, they need to be aware of them in doing the resiliency process.

EDA staff gave direction to the group on the newly ARPA funding categories, especially the Build Back Better category and the best way to approach it. Focus first on the Phase 1 and those changes could be made in the Phase 2 if awarded.

EDA staff also stressed the importance of staying out top of required online reports. They didn't want anyone to go in delinquent status, especially since many of these grants are nationally competitive.

### **COMMUNITY DEVELOPMENT**

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

Texas State offices are still working remotely.

### **Texas Department of Housing and Community Affairs (TDHCA)**

Announced a second Notice of Funding Availability (NOFA) of \$3 million in Community Development Block Grant CARES Act (CDBG-CV) funds for cities, counties, local and regional nonprofits, and regional organizations to provide mortgage assistance through the Texas Emergency Mortgage Assistance Program (TEMAP) to areas not currently covered under the initial TEMAP NOFA earlier this year.

The TEMAP program provides mortgage assistance to homeowners at or below 80% of the Area Medium Income who have been economically impacted by COVID-19 to help provide housing stability during the pandemic. The program can pay up to six consecutive months of an eligible household's mortgage payments, including mortgage arrears, with at least one of those months covering a month of future mortgage. The maximum assistance to homeowners must be at or below 150% of the Small Area Fair Market Rent or 150% of the Fair Market Rent – whichever is applicable. For areas where no Small Area Fair Market rent is available, Fair Market Rent must be used.

Through the initial TEMAP NOFA mortgage assistance is available to Texas homeowners in 223 Texas counties. This Round 2 TEMAP NOFA targets the remaining 31 Texas counties (see Table below) to ensure geographic distribution is achieved throughout the state and make assistance available to all COVID-19 impacted Texas homeowners struggling with their mortgage due to loss of job, reduced income, or increased living expenses. Eligible applicants are cities and counties in areas not having TEMAP coverage from the initial NOFA awards or local and regional nonprofits, including community action agencies and regional organizations such as councils of governments, willing to serve areas not covered.

#### **Target County Areas**

Bosque	Brazos	Brewster	Burleson	Culberson
El Paso	Falls	Fannin	Fayette	Freestone
Grayson	Grimes	Hamilton	Hill	Hudspeth
Jeff Davis	Limestone	Llano	Lee	Leon
Lubbock	Madison	Mason	McLennan	Milam
Mills	Presidio	Robertson	San Saba	Travis
Washington				

HOTCOG applied for all 6 Counties to make sure that there was coverage for everyone in the Region. The EOAC applied also to cover McLennan County and Lazarus House Initiative applied for Limestone County. Following chart is the allocations that is recommended by TDHCA.

Economic Opportunities Advancement Corporation	McLennan County	67	\$ 300,000.00
Heart of Texas Council of Governments	Counties of Hill, Bosque, Falls, and Limestone	63	\$ 200,000.00
Alliance of Border Collaboratives	City of El Paso and west El Paso County including all the cities of Anthony, TX, Vinton, TX and Canutillo, TX.	61	\$ 500,000.00

Travis County	Travis County (Excluding the City of Austin)	60	\$ 415,000.00
Lazarus House Initiative	Freestone County	60	\$ 85,000.00
Hudson County Latino Foundation	Counties of Brazos, Falls, Limestone, and McLennan	56	\$ -

Staff is attending the Texas Department of Housing and Community Affairs implementation workshop on September 23, 2021 at 10:00 am for this program.

#### **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>

Staff attended virtual training from TDA on the new requirements for all communities who receive TxCDBG funding including COG/Planning organizations. Part of the requirements is presentation, to Executive Board Members; City Council members; County Commissions, etc..., on Section 3 HUD information.

#### **TECHNICAL ASSISTANCE**

Community and economic development technical assistance was provided to:

- Mexia EDC
- City of McGregor
- Fairfield EDC
- TSTC
- North Central Texas Council of Governments
- City of Hillsboro
- City of Hubbard
- City of Beverly Hills
- City of Gholson
- City of Whitney
- City of Marlin
- City of Clifton
- Groesbeck EDC
- Permian Basin Regional Planning Commission

#### **Air Quality**

TCEQ has an updated amount of \$281,250.00 that will be allocated to HOTCOG for Rider 7 for the grant period of FY22 and FY23. The current contract will be extended under a 2 year renewal option available under the terms of the contract that expires on 12/31/21.

All work under the current contract will adhere to timelines that end on 12/31/21. New work proposed for the new funding will be detailed in a Statement of Work (SOW) as completed before and due 30 days after renewal on 1/1/22. Any new approved inventory and/or monitoring work would need to be completed by October and November respectively in 2023.



## **Solid Waste**

The FY21/22 Biennium has now come to a close. All projects with the exception of the City of Fairfield were completed and successful. The new biennium will begin in October with COG Managed project in FY22 and Implementation projects starting in FY23.