

**Panhandle Regional  
Planning Commission  
Board of Directors  
Thursday,  
March 23, 2023**



## **NOTICE OF MEETING**

The regular meeting of the Board of Directors of the Panhandle Regional Planning Commission will be held on **Thursday, March 23, 2023, at 1:30 p.m.** in the PRPC Board Room at 415 SW 8<sup>th</sup>, Amarillo, Potter County, Texas. In order to accommodate Board Members and members of the public who may want to access the meeting remotely a hybrid link is provided pursuant to Texas Government Code Section 551.127 with more than four counties in the State of Texas being represented on the Board.

Members of the public interested in attending this meeting online may do so by logging <https://us02web.zoom.us/j/87066588981?pwd=MFk3c3BKS2htZ0xFWmNWLys1OUR3Zz09>

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

A copy of the full agenda packet for this meeting can be found on the PRPC's website at <http://www.theprpc.org/About/Directors/default.html>

## **A G E N D A**

### **1. CALL TO ORDER**

- Quorum Determination
- Local Government Code Chapter 176
- Conflict Disclosures (if appropriate)\*

### **2. INVOCATION**

### **3. PUBLIC COMMENT**

The Planning Commission invites members of the public to provide oral comment on any item included on this agenda under this item. Each person wishing to make a public comment shall be limited to 3 minutes with comments directed to the Board as a whole. Reasonable accommodation shall be made for members of the public utilizing a translator for public comment.

### **4. MINUTES**

Consideration of the approval of the minutes from the Board of Directors' meeting held on February 23, 2023.

### **5. VOUCHERS**

Review and consideration of the acceptance of the vouchers for the month of February, 2023.

6. **2022 AUDIT PRESENTATION AND ACCEPTANCE**

Presentation and consideration of acceptance of the Panhandle Regional Planning Commission's Comprehensive Annual Financial Report for the 12-month period ending September 30, 2022.

7. **REVIEW AND CONSIDER FOR APPROVAL PRPC INVESTMENT OPTIONS**

Review and consider for approval the proposed investment options as recommended by the PRPC Audit Committee.

8. **DISPUTE RESOLUTION CENTER INTERLOCAL COOPERATION CONTRACT FOR ALTERNATIVE DISPUTE RESOLUTION FUNDING PROVIDED IN TEXAS GOVERNMENT CODE 135**

Consideration of the authorization of the Executive Director to execute an interlocal cooperation contract to utilize the Panhandle Dispute Resolution Center as an Alternative Dispute Resolution Program for Armstrong and Hutchinson Counties as defined and allowed in Texas Government Code 135.

9. **PANHANDLE REGIONAL 9-1-1 NETWORK QUARTERLY REPORTS**

Presentation and consideration of acceptance of the Panhandle Regional 9-1-1 Network's FY2023 Second Quarter Performance Report

10. **PANHANDLE REGIONAL 9-1-1 NETWORK INTERLOCAL AGREEMENTS FOR E9-1-1 SERVICE & PSAP EQUIPMENT**

Consideration of the authorization of the Executive Director to execute Interlocal Agreements for E9-1-1 Service & Public Safety Answering Points Equipment.

11. **EMERGENCY NOTIFICATION SYSTEM 9-1-1 DATABASE USE INTERLOCAL AGREEMENT WITH SHERMAN COUNTY**

Consideration of the authorization of the Executive Director to execute Interlocal Agreement with Sherman County to have access to 9-1-1 database information for an emergency notification system.

12. **ECONOMIC DEVELOPMENT ADVISORY COMMITTEE APPOINTMENTS**

Consideration of the appointment or re-appointment of individuals to serve on the Planning Commission's Economic Development Advisory Committee.

13. **TEXAS COMMUNITY DEVELOPMENT PROGRAM PROJECT MANAGEMENT SERVICES INTERLOCAL CONTRACT AMENDMENTS**

Consideration of the authorization of the Executive Director to execute interlocal contract amendments with the Cities of Cactus and Quitaque.

14. **FY23 STATE HOMELAND SECURITY PROGRAM PROJECT PRIORITIZATION APPROVAL**

Consideration of the prioritization and approval of regional projects under the FY23 State Homeland Security Program.

15. **PANHANDLE REGIONAL EMERGENCY PREPAREDNESS CONFERENCE  
REGISTRATION MEMORANDUM OF UNDERSTANDING WITH TEXAS A&M  
ENGINEERING EXTENSION**

Consideration of the authorization of the Executive Director to execute a memorandum of understanding with the Texas A&M Engineering Extension for registration services for the Panhandle Regional Emergency Preparedness Conference.

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

A. Comments from the Executive Director.

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

- 3/1/2023 – Micro-Loan Committee Meeting
- 3/3/2023 – 126<sup>th</sup> PRELEA Graduation
- 3/8/2023 – Area Agency on Aging Services Presentation, Leadership Conference, Perryton
- 3/8/2023 – Texas Panhandle Inspector's Association Meeting
- 3/14/2023 – Medicare vs. Medicare Advantage Presentation, Wellington Senior Citizens
- 3/14/2023 – PREMAC Meeting
- 3/16/2023 – Destination Medicare
- 3/21/2023 – Destination Medicare

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

- 3/24/2023 – WTAMU Social Work Conference, Canyon
- 3/27/2023 – Medicare vs. Medicare Advantage/TSAP Presentation, Tulia Senior Citizens
- 3/29/2023 – PROMPT
- 3/30/2023 – Canadian Upper-Red Flood Planning Group Meeting
- 4/6/2023 – SAC Eldercare Conference
- 4/11/2023 – MIPPA Outreach, Wellington Senior Citizens
- 4/19/2023 – Panhandle Water Planning Group Ag Committee
- 4/19/2023 – Panhandle Water Planning Group Full Committee

17. **ADJOURNMENT**

**\*LOCAL GOVERNMENT CODE**  
**TITLE 5. MATTERS AFFECTING PUBLIC OFFICERS AND EMPLOYEES**  
**CHAPTER 176. DISCLOSURE OF CERTAIN RELATIONSHIPS WITH LOCAL GOVERNMENT**  
**OFFICERS; PROVIDING PUBLIC ACCESS TO CERTAIN INFORMATION**

Sec. 176.003. CONFLICTS DISCLOSURE STATEMENT REQUIRED. (a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

(1) the vendor enters into a contract with the local governmental entity or the local governmental entity is considering entering into a contract with the vendor; and

(2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, that exceeds \$2,500 during the 12-month period preceding the date that the officer become aware that:

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor; or

(C) has a family relationship with the local government officer.

#### **PUBLIC NOTICE**

This notice complies with Texas Government Code Chapter 551, Open Meetings Act, Section 551.041 (Notice of Meeting Requirements); Section 551.043 (Time and Accessibility of Notice Requirements); and Section 551.053 (Notice Requirements of a Political Subdivision Extending into Four or More Counties). The notice has been filed at least 72 hours before the scheduled time of the meeting with the Secretary of State's Office, the Potter County Clerk's Office and has been posted in the Administrative Office of the Panhandle Regional Planning Commission.

Posted this 15th day of March, 2023 at 415 West Eighth Avenue, Amarillo, Texas, at 10:00 a.m.

*Melissa Whitaker*

Melissa Whitaker

# ITEM 4

PANHANDLE REGIONAL PLANNING COMMISSION  
BOARD OF DIRECTORS MEETING

Minutes

February 23, 2023

The meeting of the Board of Directors of the Panhandle Regional Planning Commission was held at 1:30 p.m. on Thursday, February 23, 2023. This meeting was held in hybrid format by videoconference pursuant Texas Government Code Section 551.127 with more than three counties in the State of Texas being represented on the Board. Board members and individuals from the public who desired to attend in person, accessed the meeting at 415 SW 8<sup>th</sup> Avenue, Amarillo, Potter County, Texas.

**MEMBERS PRESENT:**

- Cleo Castro, Citizen Representative, City of Cactus
- Rank Cogdell, Briscoe County Judge
- Steven Cortez, Citizen Representative, Hereford
- Christy Dyer, Randall County Judge
- Ronnie Gordon, Hartley County Judge
- Dr. Bill Hallerberg, Canadian River Municipal Water Authority
- Dr. John Howard, Donley County Judge
- Greg Lewellen, Mayor, City of Friona
- Dan Looten, Carson County Judge
- Oscar Ostos, Citizen Representative, Amarillo
- Sal Rivera, Sheriff, Castro County
- Dan Sams, Mayor, City of Wheeler
- Winston P. Sauls, City of Borger
- Phillip Self, Greenbelt Municipal & Industrial Water Authority
- Pat Sims, Commissioner, City of Dumas
- Nancy Tanner, Potter County Judge

**MEMBERS ABSENT:**

- Shawn Ballew, Oldham County Judge
- Juan Cantu, Lipscomb County Commissioner
- Buster Davis, Mayor, City of Gruver
- Kimberly Jones, Childress County Judge
- Harold Keeter, Swisher County Judge
- Ginger Nelson, Mayor, City of Amarillo
- Karen Price, Citizen Representative, Pampa
- Walter "Four" Price, Texas State Representative, District 87
- Tobe Shields, Mayor, City of Spearman
- Kerry Symons, Mayor, City of Perryton
- Yolanda Robledo, Alderwoman, City of Bovina

**STAFF PRESENT:** Mr. Trent Taylor, Director of Finance; Mr. Alex Guerrero, Local Government Services Director; Mr. Marin Rivas, Workforce Development Director; Mr. Mike Peters, 9-1-1 Network Director; Mr. Christian Campbell, Dispute Resolution Program Specialist; Ms. Heather Reid, Workforce Development Contracts/Accounting Manager; Ms. Sundee Rossi, Area Agency on Aging Director; Ms. Lori Gunn, Regional Services Director; Ms. Daphne Morcom, Regional Services Program Specialist; Christy Henderson, Accounting Manager; Heike Bowen, Accounting Systems/Payables Program Specialist; Stephine Neuwirth, Accounting Systems/HR Payroll Program Specialist; Natasha Clower, Accountant II; Ms. Corinna Morris, Local Government Services Program Specialist; Ms. Delaney Pruett, Regional Emergency Management Planning Program Coordinator; Mr. Jarian Fred, Local Government Services Program Specialist; Ms. Melissa Whitaker, Executive Assistant

**OTHERS PRESENT:** Mr. Carter Estes, Mr. Tracy Shae

1. **CALL TO ORDER**

Mr. Sal Rivera called the meeting to order at 1:30 p.m. and noted that a quorum was present.

2. **INVOCATION**

Mr. Winston Sauls gave the invocation.

3. **PUBLIC COMMENT**

No public comments were made.

4. **MINUTES**

Dr. John Howard moved to accept the minutes from January 26, 2023. Mr. Pat Sims seconded the motion; the motion carried by unanimous vote.

5. **FINANCE DEPARTMENT RECOGNITION**

Mr. Mike Peters provided recognition of the outstanding performance by the PRPC Finance staff who has received the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Associations for the 37<sup>th</sup> consecutive year. The Finance staff consists of the Director Trent Taylor, Accounting Manager - Christy Henderson, Accounting Systems/Payables Program Specialist - Heike Bowen, Accounting Systems/HR Payroll Program Specialist - Stephine Neuwirth and our newest member Accountant II - Natasha Clower. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reports. Its attainment represents a significant accomplishment by a government and its management

Informational item only. No action necessary.

6. **VOUCHERS**

Mr. Pat Sims moved to approve the vouchers for the month of January, 2023. Mr. Winston Sauls seconded the motion; the motion carried by unanimous vote.



7. **DISPUTE RESOLUTION CENTER INTERLOCAL COOPERATION CONTRACT FOR ALTERNATIVE DISPUTE RESOLUTION FUNDING PROVIDED IN TEXAS GOVERNMENT CODE 135.**

Mr. Christian Campbell informed the board as discussed in the last meetings, in accordance with section 135 of the Texas Local Government Code, PRPC is reaching out to the 26 County Courts of the Panhandle to try and establish an interlocal agreement whereby the Dispute Resolution Center (DRC) is agreeable to provide dispute resolution services for the county courts. The County can agree through the use of an interlocal agreement to remit county funds to DRC in accordance with the following sections of the Texas Local Government Code:

135.101: \$213 on filing any civil case except a probate, guardianship, or mental health case. \$35 on any action other than an original action for a case. 7.0423% to county dispute resolution fund.

135.102: \$223 on filing any probate, guardianship, or mental health case. \$75 on any action other than an original action for a case. 6.7265% to county dispute resolution fund.

135.103: In addition to all other fees and court costs, a person shall pay a local consolidated filing fee of \$33 on filing of any civil case in a justice court. 15.1515% to county dispute resolution fund.

Several counties are currently in various stages of adopting the Interlocal Agreement with the Panhandle Dispute Resolution Center to utilize funds allocated for dispute resolution services in accordance with Texas Local Government Code 135. Counties that have passed or are considering this agreement include: Dallam County. Staff recommends that the Board of Directors consider favorable approval of the Interlocal Agreement with the above referenced counties in relation to dispute resolution and Texas Government Code 135 by authorizing the Executive Director to execute this document.

Dr. John Howard moved to approve the Interlocal Agreement and authorize the Executive Director to execute the document. Ms. Nancy Tanner seconded the motion; the motion carried by unanimous vote.

8. **DISPUTE RESOLUTION CENTER PROGRAMATIC AND FINANCIAL UPDATE**

Mr. Trent Taylor updated the board on area programs, funding streams and regional activities from the Dispute Resolution Center. Current statistics to date were shared. The next step would be to sign the remaining counties with the Interlocal Agreement as well as educating the Panhandle about the DRC.

Informational item only. No action is necessary.

9. **INTERLOCAL COOPERATION CONTRACT FOR SUB-CONTRACTUAL SERVICES WITH THE SOUTH PLAINS ASSOCIATION OF GOVERNMENTS FOR THE PRPC REGIONAL INFRASTRUCTURE ACCELERATOR PROGRAM**

Mr. Alex Guerrero informed the board In April 2022, LGS staff prepared an application to the Build America Bureau's 2022 Regional Infrastructure Accelerator (RIA)

Program. The Build America Bureau has been in operation since 2016 and is affiliated with the US Department of Transportation. This program was established as part of the Fixing America's Surface Transportation (FAST) Act and is focused on providing technical assistance to cities, counties, special districts, and other entities to rehabilitate and repair surface transportation facilities. Facilities include county roads, municipal roads, non-TxDOT owned bridges, etc. PRPC would be committing to provide technical assistance in the form of environmental reviews, engineering procurement, planning studies, and preparation of applications to funding programs. Staff has coordinated a partnership with the South Plains Association of Governments (SPAG) in order to expand the boundaries of this regional program. PRPC has successfully collaborated with these regions in the past in revolving loan programs, economic development, and transportation. Expanding the region to include 46 counties will provide better opportunities for cross-region collaboration on projects, possible project bundling opportunities, and better success of projects for funding. In August 2022, the PRPC was selected as 1 out of 5 agencies in a nation-wide competition to establish an RIA program in the Panhandle and South Plains regions of Texas. The Federal Highway Administration (FHWA) has been assigned to administer the funding of this program over the next two years in the amount of \$454,852.00 with no matching requirement from the grant recipient. This agenda item is an Interlocal Sub-Cooperative Contract for \$50,000.00 dedicated to contractual services with SPAG for their partnership with the RIA program to provide information and assistance in the Lubbock region. PRPC staff recommends that the Board of Directors authorize the Executive Director of the PRPC to execute an interlocal sub-cooperation contract to partner with the South Plains Association of Governments for the PRPC Regional Infrastructure Accelerator Program.

Mr. Pat Sims moved to authorize the Executive Director to execute an interlocal sub-cooperation contract to partner with the South Plains Association of Governments for the PRPC Regional Infrastructure Accelerator Program. Mr. Winston Sauls seconded the motion; the motion carried by unanimous vote.

10. **BRIEFING AND OVERVIEW OF THE OGALLALA COMMONS - STEWARDING OUR AQUIFER FIELD DAY**

Mr. Jarian Fred presented to the board an overview of the Local Government Services on the Ogallala Commons Program held at the Amarillo Civic Center in February that examined management practices that reduce or stabilize groundwater depletion in the region.

Informational item only. No action necessary.

11. **FAIR HOUSING MONTH PROCLAMATION**

The Panhandle Regional Planning Commission (PRPC) is under contract with the Texas Department of Agriculture to provide community and economic planning activities for the Texas Panhandle. Through the Community and Economic Development Assistance Fund (CEDAF) contract, PRPC receives a grant to provide technical assistance to communities in the Panhandle regarding community and economic development programs. Under the requirements of the contract, PRPC is required to conduct a Fair Housing Activity in the region. Title VIII of the Civil Rights Act of 1968, The Fair Housing

Act, prohibits discrimination in the sale or rental of units in the private housing market against any person on the basis of race, color, religion, sex, national origin, age, physical/mental handicap, or familial status (i.e. children under 18) and provides for relief including the award of monetary damages where discriminatory housing practices are found. Staff recommends that the Board of Directors adopt the Fair Housing Proclamation, which designates March 2023 as Fair Housing Month and encourages equal housing opportunity to all citizens of the Panhandle.

Mr. Pat Sims moved to adopt the Fair Housing Proclamation. Judge Ronnie Gordan seconded the motion; the motion carried by unanimous vote.

12. **BRIEFING AND OVERVIEW OF THE REGIONAL SERVICES EMERGENCY MANAGEMENT MASS CASUALTY EXERCISE**

Ms. Delaney Pruett informed the board about the Emergency Management Mass Casualty Exercise performed in Borger in January, 2023. The Potter County Sheriff Department gave a presentation on the Tri-State Fair Shooting incident during the meeting.

Informational item only. No action necessary.

13. **FY22 STATE HOMELAND SECURITY GRANT PROGRAM PURCHASE AUTHORIZATION AND EQUIPMENT DISTRIBUTION APPROVALS**

Ms. Lori Gunn informed the board PRPC staff is requesting Board authorization to issue purchase orders for new Automated Fingerprint Identification System (AFIS) equipment and software which is being paid for with funding we've received under an FY23 State Homeland Security Program (SHSP) grant. Second, the Board is being asked to consider the Panhandle Regional Emergency Management Advisory Committee's (PREMAC) recommendations concerning the agencies that should receive this new AFIS equipment and software. In 2022, the regions began replacing old, outdated workstations with new AFIS technology that included facial recognition software integrated along with the ability to search on fingerprint whorls and ridgelines to dramatically enhance the value of AFIS. With this new generation of software, fingerprint examiners will be able to process multiple complex biometric transactions with high accuracy and link face recognition to fingerprints. SPEX Forensics, located in Edison, NJ, is the sole proprietor of the PrintQuest AFIS system on which the regional AFIS database and the AFIS workstations rely. We've been working with SPEX since the initial installation of the region's AFIS system in 2005. That year, the PRPC went through an extensive procurement process to determine which make/model of AFIS would best serve the region's needs. The SPEX equipment was deemed to be the "*lowest/best*" of all the equipment proposed and evaluated. SPEX equipment was used to create the 26-county AFIS system and it's also being used to support the operation of the regional database. So, from point-to-point, the entire regional system has been built on SPEX equipment. Since each AFIS manufacturer uses proprietary software, it's not possible to mix & match AFIS makes/models; the equipment is not interoperable. The point being is because of the decisions made back in 2005; our wagon will remain hitched to SPEX whenever AFIS equipment has to be replaced. That's not a bad thing; SPEX has been nothing but a valued partner in ensuring the reliability of our regional AFIS system. This is pointed out simply to

confirm the legitimacy of this purchase as it applies to the PRPC purchasing policies. At this point, the only way we could purchase workstations other than those manufactured by SPEX would be to completely scrap the current system and rebuild using some other vendor's system. The PREMAC considered locations for the new workstations at their last meeting in December and is recommending that Canyon Police Department, Deaf Smith County Sheriff's Office, Dumas Police Department, Pampa Police Department and Ochiltree County Sheriff's Office each receive one new workstation.

If this recommendation is approved, the PRPC staff will develop agreements to transfer ownership of the equipment and software over to Canyon PD, Deaf Smith SO, Dumas PD, Pampa PD and Ochiltree SO once it has been purchased and properly installed.

PRPC staff recommends the following that:

- a) The PRPC Board of Directors authorize PRPC staff to issue a purchase order to SPEX Forensics for the software and related services (installation) needed to complete the PRPC's State Homeland Security Program (SHSP)-funded FY23 AFIS Upgrade projects.
- b) The PRPC Board of Directors authorize PRPC staff to proceed with the purchase of the computer equipment needed to complete the PRPC's SHSP-funded FY23 AFIS Upgrade projects utilizing the DIR State contracts.
- c) That the PRPC Board of Directors approve the distribution of new workstations to the Canyon Police Department, Deaf Smith County Sheriff's Office, Dumas Police Department, Pampa Police Department and Ochiltree County Sheriff's Office.

Dr. Bill Hallerberg moved to authorize the PRPC staff to issue a purchase order to SPEX for the software and related services. Mr. Winston Sauls seconded the motion; the motion carried by unanimous vote.

Judge Rank Cogdell moved to authorize the PRPC staff to proceed with the purchase of the computer equipment to complete PRPC's SHSP-funded FY23 AFIS Upgrade projects utilizing the DIR State contracts. Judge Ronnie Gordon seconded the motion; the motion carried by unanimous vote.

Mr. Winston Sauls moved to authorize the PRPC staff to proceed with distribution of the new workstations to the above referenced cities and counties. Judge Nancy Tanner seconded the motion; the motion carried by unanimous vote.

#### **TEXAS ASSOCIATION OF REGIONAL COUNCILS LEGISLATIVE UPDATES - INFORMATIONAL**

Mr. Michael Peters informed the board PRPC staff attended the Texas Association of Councils (TARC) Bi-Annual Staff Training and Board of Directors meeting this month in Austin, Tx. Discussed was new legislative information of bills introduced in the 88<sup>th</sup> Texas Legislature.

Informational item only. No action necessary.

14. **MISCELLANEOUS NON – ACTION INFORMATION ITEMS**

A. Comments from the Executive Director.

Deputy Director, Mr. Michael Peters, updated the board that Dustin is doing very well and back to working full time in the office as of February 1st. He is scheduled for surgery on his Jaw next Thursday in Fort Worth and is really hoping to be back to run the March meeting.

PRPC Dues were sent out in October. As of Mid-February, we have collected 96% of the total \$69,378. We are reaching out to the 8 cities who have not yet paid their dues and hope to once again have 100% collection rate for 2023.

New Board Members, Dustin is excited to hold a new member orientation upon his return. He would like to find a time to have the new board members spend a little time at PRPC visiting with each of the Department Directors and take them to lunch. Our goal is to have this in April, however if you have any questions in the meantime please feel free to reach out to me or Dustin.

Next month we will have the presentation of the PRPC Annual Financial Audit. We will be calling on the Audit Committee to meet prior to the meeting next month (11:00 a.m.) and will be providing lunch for the Audit Committee and reviewing the Financial Audit. As a reminder the selected audit committee is: Judge John Howard, Judge Kim Jones, Winston Sauls, Juan Cantu and Oscar Ostos.

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

- 1/30/2023 – Low Income Medicare Savings/TSAP
- 2/8/2023 – Ogallala Commons Stewarding our Aquaphor Field Day
- 2/13/2023 – Panhandle Water Planning Group Agricultural Committee
- 2/13/2023 – Panhandle Water Planning Group Executive Committee
- 2/16/2023 – Medicare Fraud & Abuse Presentation
- 2/17/2023 – AAA services/MIPPA/TSAP Presentation
- 2/17/2023 – Panhandle Regional 9-1-1 Network Advisory Committee
- 2/21/2023 – Medicare Fraud & Abuse Presentation

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

- 3/8/2023 – Texas Panhandle Inspectors Association
- 3/9/2023 – Panhandle Water Planning Group – Interregional Council
- 3/16/2023 – Destination Medicare Event
- 3/21/2023 – Destination Medicare Event

- 3/23/2023 – PRPC Board of Directors Meeting

16. **ADJOURNMENT**

There being no further business, the meeting was adjourned at 2:48 p.m.

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Sherriff Sal Rivera, Vice Chairman  
Panhandle Regional Planning Commission  
Board of Directors

ATTEST:

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Judge Nancy Tanner, Secretary/Treasurer  
Panhandle Regional Planning Commission Board of Directors

# ITEM 5

# Panhandle Regional Planning Commission

## Check/Voucher Register

From 2/1/2023 Through 2/28/2023

Check No.	Fund Title	Paid To	Description	Check Amount	Paid Date
213455	PRPC General Fund	AFLAC	INV #356924 - EMPLOYEE DEDUCTS 1/23	155.87	2/2/2023
213456	American Rescue Plan	STEPHEN C AKEROYD	FIRST BI-ANNUAL ACTIVE CVO RETENTION PMT	1,000.00	2/2/2023
213457	American Rescue Plan	CITY OF AMARILLO	UTILITY PMT - AGING CLIENT - INC SUPP 2/23	64.23	2/2/2023
213458	American Rescue Plan	CITY OF AMARILLO	UTILITY PMT - AGING CLIENT - INC SUPP 2/23	260.04	2/2/2023
213459	American Rescue Plan	CITY OF AMARILLO	UTILITY PMT - AGING CLIENT - INC SUPP 2/23	850.09	2/2/2023
213460	Cost Pool	CITY OF AMARILLO	12/12/22-1/12/23 - EDDY ST IRRIGATION	156.71	2/2/2023
	Cost Pool	CITY OF AMARILLO	12/12/22-1/12/23 - AMA WFC	219.27	2/2/2023
213461	PRPC Indirect Costs	AMERICAN AIRLINES	STATEMENT NO. 23012724256 - 1/27/23	882.52	2/2/2023
213462	Solid Waste	MR JASON ANDERSON	IRT MILEAGE 1/20/23 - RSWMAC MTG	65.04	2/2/2023
213463	Solid Waste	MR PAUL ARGANBRIGHT	IRT MILEAGE 1/20/23 - RSWMAC MTG	128.08	2/2/2023
213464	American Rescue Plan	ATMOS ENERGY	UTILITY PMT - AGING CLIENT - INC SUPP 2/23	237.71	2/2/2023
213465	9-1-1 Management Plan	AT&T	CHILDRESS CO ADMIN 1/15-2/14/23	51.85	2/2/2023
213466	PRPC Indirect Costs	JUDGE SHAWN BALLEW	IRT MILEAGE 1/26/23 - PRPC BOARD MTG	45.75	2/2/2023
213467	PRPC General Fund	BELMAR BAKERY & CAFE	INV #109 - 1/26/23 - PRPC BOARD MTG SUPPLIES	19.00	2/2/2023
213468	PRPC Indirect Costs	COMMISSIONER JUAN CANTU	IRT MILEAGE 1/26/23 - PRPC BOARD MTG	171.51	2/2/2023
213469	SNAP E&T	CAPITAL ONE	1/19/23 STATEMENT - WORK RELATED ITEMS	1,131.48	2/2/2023
213470	American Rescue Plan	ROBERT CARTER	RENT 2/23 - AAA CLIENT - INC SUPP 2/23	525.00	2/2/2023
213471	PRPC Indirect Costs	JUDGE RANK COGDELL	IRT MILEAGE 1/26/23 - PRPC BOARD MTG	99.46	2/2/2023
213472	PRPC Indirect Costs	MR STEVEN CORTEZ	IRT MILEAGE 1/26/23 - PRPC BOARD MTG	62.51	2/2/2023
213473	Cost Pool	DAVES FRESH CLEANING LLC	INV #1063 - JANITORIAL 1/23 - BORGER WFC	280.00	2/2/2023
213474	PRPC Indirect Costs	MAYOR BUSTER DAVIS	IRT MILEAGE 1/26/23 - PRPC BOARD MTG	118.71	2/2/2023
213475	Solid Waste	MR ERIC DAVIDSON	IRT MILEAGE 1/20/23 - RSWMAC MTG	62.92	2/2/2023
213476	Cost Pool	THE ELECTRIC BROOM	INV #105612 - JANITORIAL 1/23 - AMA WFC	1,975.00	2/2/2023
213477	Cost Pool	EVERETTS PLUMBING SUPPLY	INV #166887 - TOILET REPAIR KITS - AMA WFC	69.14	2/2/2023
	PRPC Building Fund	EVERETTS PLUMBING SUPPLY	INV #166914 - TOILET REPAIR SUPPLIES - PRPC	22.52	2/2/2023
213478	Regional Flood Planning	FREESE AND NICHOLS INC	INV #1348002 - PROF SVCS -1/31/23 - RFP	26,410.05	2/2/2023
213479	PRPC Indirect Costs	JUDGE RONNIE GORDON	IRT MILEAGE 1/26/23 - PRPC BOARD MTG	67.28	2/2/2023
213480	Solid Waste	MR CURTIS GREEN	IRT MILEAGE 1/20/23 - RSWMAC MTG	105.94	2/2/2023
213481	PRPC Indirect Costs	JUDGE JOHN HOWARD	IRT MILEAGE 1/26/23 - PRPC BOARD MTG	76.78	2/2/2023
213482	CCDF Quality Improvement	HUXFORD GROUP LLC	10/13/22-1/10/23 - REIMB FOR EXPENSES	54,450.77	2/2/2023
213483	PRPC Building Fund	JKB COMPANY	INV #3638 - PRPC BLDG MAINT 2/23	950.00	2/2/2023
	Vocational Rehab Cost	JKB COMPANY	INV #3642 - MGMT FEE 2/23 - AMA WFC	1,050.00	2/2/2023
213484	PRPC Indirect Costs	JUDGE KIMBERLY JONES	IRT MILEAGE 1/26/23 - PRPC BOARD MTG	151.92	2/2/2023
213485	Solid Waste	KB RECYCLING LLC	INV #62218 - RECYCLING SVCS 1/23	85.00	2/2/2023
213486	PRPC Indirect Costs	JUDGE HAROLD KEETER	IRT MILEAGE 1/26/23 - PRPC BOARD MTG	63.64	2/2/2023
213487	Solid Waste	MR BRANDAN KNAPP	IRT MILEAGE 1/20/23 - RSWMAC MTG	150.91	2/2/2023
213488	PRPC Indirect Costs	JUDGE DAN LOOTEN	IRT MILEAGE 1/26/23 - PRPC BOARD MTG	37.91	2/2/2023
213489	American Rescue Plan	RHONDA McWHORTER	FIRST BI-ANNUAL ACTIVE CVO RETENTION PMT	1,000.00	2/2/2023
213490	Cost Pool	MESSER AUTO GROUP	INV #577293 - 1/17/23 - MU#2 CHECK OIL LEAK	13.70	2/2/2023
213491	PRPC Building Fund	MILLER PAPER & PACKAGING CO	INV S6344066.002 - PAPER TOWELS, TOILET TISSUE	517.45	2/2/2023
213492	Solid Waste	MR DAVID MORRIS	IRT MILEAGE 1/20/23 - RSWMAC MTG	111.73	2/2/2023
213493	WIOA Adult	NORTH PLAINS ELECTRIC COOP	UTILITY PMT - AGING CLIENT - INC SUPP 2/23	329.71	2/2/2023
213494	PRPC Indirect Costs	PANHANDLE PRESORT SERVICES	INV #403168 - 1/1-1/15/23 MAIL HANDLING	303.21	2/2/2023



# Panhandle Regional Planning Commission

## Check/Voucher Register

From 2/1/2023 Through 2/28/2023

Check No.	Fund Title	Paid To	Description	Check Amount	Paid Date
213495	Solid Waste	MR JUSTIN PARKER	IRT MILEAGE 1/20/23 - RSWMAC MTG	117.52	2/2/2023
213496	Solid Waste	MR HARVEY PEREZ	IRT MILEAGE 1/20/23 - RSWMAC MTG	37.91	2/2/2023
213497	9-1-1 Management Plan	PLATEAU	NW PARMER 1/22-2/21/23	39.00	2/2/2023
	9-1-1 Management Plan	PLATEAU	NW PARMER 1/22-2/21/23	39.00	2/2/2023
	9-1-1 Management Plan	PLATEAU	NW PARMER 1/22-2/21/23	39.00	2/2/2023
	9-1-1 Management Plan	PLATEAU	NW PARMER 1/22-2/21/23	29.88	2/2/2023
	9-1-1 Management Plan	PLATEAU	NW PARMER 1/22-2/21/23	39.00	2/2/2023
	9-1-1 Management Plan	PLATEAU	NW PARMER 1/22-2/21/23	39.00	2/2/2023
213498	PRPC Indirect Costs	MS KAREN L PRICE	IRT MILEAGE 1/26/23 - PRPC BOARD MTG	73.49	2/2/2023
213499	PRPC General Fund	PRINCIPAL LIFE INSURANCE COMPANY	INSURANCE PMT - 2/23	5,289.34	2/2/2023
213500	Cost Pool	THE REINALT-THOMAS CORPORATION	INV #7021580 - 1/18/23 - MU#2 - 6 NEW TIRES	1,427.64	2/2/2023
213501	Intern. Service - Automobile	ROGERS CAR CARE	INV #16124 - CAR #2 - OIL CHANGE	89.00	2/2/2023
213502	PRPC Indirect Costs	MAYOR DAN SAMS	IRT MILEAGE 1/26/23 - PRPC BOARD MTG	128.08	2/2/2023
213503	PRPC Indirect Costs	MR WINSTON SAULS	IRT MILEAGE 1/26/23 - PRPC BOARD MTG	65.04	2/2/2023
213504	PRPC General Fund	SCOTT'S FLOWERS	INV #066248 - 1/5/23 - SYMPATHY	87.50	2/2/2023
213505	PRPC Indirect Costs	MR PHILLIP SELF	IRT MILEAGE 1/26/23 - PRPC BOARD MTG	151.92	2/2/2023
213506	PRPC Indirect Costs	THE HONORABLE TOBE SHIELDS	IRT MILEAGE 1/26/23 - PRPC BOARD MTG	117.52	2/2/2023
213507	PRPC Indirect Costs	THE HONORABLE PAT SIMS	IRT MILEAGE 1/26/23 - PRPC BOARD MTG	62.92	2/2/2023
213508	PANCOM Local Contributions	SOUTH PLAINS COMMUNICATIONS	INV #0123906-IN - ASR FILING	250.00	2/2/2023
213509	Communication Towers	SOUTH PLAINS ELECTRIC COOPERATIVE	PAR4 TOWER - 12/18/22-1/17/23	121.09	2/2/2023
213510	Solid Waste	MR MIKE STORY	IRT MILEAGE 1/20/23 - RSWMAC MTG	95.96	2/2/2023
213511	PRPC Indirect Costs	THE HONORABLE KERRY SYMONS	IRT MILEAGE 1/26/23 - PRPC BOARD MTG	150.91	2/2/2023
213512	Cost Pool	TASCOSA OFFICE MACHINES	INV #387947 - COPIER LEASE 1/23 - AMA WFC	1,218.76	2/2/2023
213513	Intern. Service - Copy	UCI	#INV93196 - MAINT 2ND FLOOR 12/25/22-1/24/23	148.37	2/2/2023
213514	PRPC General Fund	UNITED WAY OF AMARILLO & CANYON	EMPLOYEE DEDUCTS - 1/23	787.70	2/2/2023
213515	Solid Waste	MR MARK WASHBURN	IRT MILEAGE 1/20/23 - RSWMAC MTG	118.71	2/2/2023
213516	American Rescue Plan	ROSS WELLESLEY	FIRST BI-ANNUAL ACTIVE CVO RETENTION PMT	1,000.00	2/2/2023
213517	WIOA Adult	XCEL ENERGY	UTILITY PMT 11/22-12/28/22 - WF CLIENT	207.71	2/2/2023
213518	American Rescue Plan	XCEL ENERGY	UTILITY PMT - AGING CLIENT - INC SUPP 2/23	293.53	2/2/2023
213519	American Rescue Plan	XCEL ENERGY	UTILITY PMT - AGING CLIENT - INC SUPP 2/23	242.95	2/2/2023
213520	PRPC General Fund	YOUNGBLOOD'S CAFE	INV #2446 - 1/20/23 - SW PRIORITIZATION MTG MEAL	411.85	2/2/2023
213521	PRPC Building Fund	ACE LOCK & KEY	INV #42911 - 2/1/23 DUPLICATE KEYS - BR CABINETS	30.00	2/9/2023
213522	Aging - HHSC	STEPHEN C AKEROYD	IRT MILEAGE 1/4-1/27/23 - FACILITY VISITS	74.44	2/9/2023
213523	American Rescue Plan	AMAZON CAPITAL SERVICES	CM #1MPF-RY1Q-66TK - CREDIT SHIPPING CHGS	(27.52)	2/9/2023
	American Rescue Plan	AMAZON CAPITAL SERVICES	INV #1WVF-1VY7-JJR9 - HEALTH MAINT 2/23 - AAA	514.24	2/9/2023
213524	American Rescue Plan	CITY OF AMARILLO	RES REPAIRS 1/23 - AAA CLIENT	4,995.00	2/9/2023
213525	American Rescue Plan	CITY OF AMARILLO	UTILITY PMT - AAA CLIENT - INC SUPP 2/23	140.49	2/9/2023
213526	PRPC Building Fund	CITY OF AMARILLO	PRPC WATER 12/19/22-1/25/23	174.35	2/9/2023
	PRPC Building Fund	CITY OF AMARILLO	PRPC/DRIP IRRIGATION - 12/16/22-1/25/23	40.62	2/9/2023
	PRPC Building Fund	CITY OF AMARILLO	1/30/23 - PRPC/DRAINAGE FEE	10.53	2/9/2023
	PRPC Building Fund	CITY OF AMARILLO	1/30/23 - PRPC/DRAINAGE FEE	10.44	2/9/2023
213527	American Rescue Plan	AMARILLO WESLEY COMMUNITY CENTER	TRANSPORTATION - 1/23	1,299.00	2/9/2023
213528	American Rescue Plan	ATMOS ENERGY	UTILITY PMT - AAA CLIENT - INC SUPP 2/23	185.82	2/9/2023

# Panhandle Regional Planning Commission

## Check/Voucher Register

From 2/1/2023 Through 2/28/2023

Check No.	Fund Title	Paid To	Description	Check Amount	Paid Date
213529	American Rescue Plan	ATMOS ENERGY	UTILITY PMT - AAA CLIENT - INC SUPP 2/23	335.31	2/9/2023
213530	SNAP E&T	ATMOS ENERGY	UTILITY PMT - AAA CLIENT - INC SUPP 2/23	415.49	2/9/2023
213531	WIOA Youth	CASUAL MALE RETAIL GROUP INC	INV #15896 - WORK REL. ITEMS - WF CLIENT	220.00	2/9/2023
213532	WIOA Adult	CLARENDON COLLEGE	T/F - WTR QRT-22 - CDL - ADULT	2,500.00	2/9/2023
213533	9-1-1 Management Plan	EAN SERVICES LLC	RA #773233874 - 1/22-1/24/23 GALVESTON	108.38	2/9/2023
213534	PRPC Building Fund	EVERETTS PLUMBING SUPPLY	INV #167235 - TOILET SEAT	29.74	2/9/2023
213535	PRPC Building Fund	THE EXIT LIGHT CO INC	PRO-FORMA INVOICE #S52186 - 15 EXIT SIGNS	779.00	2/9/2023
213536	CD Project Admin	FASTSIGNS	INV #175-101315 - MORRIS/RUE NAMEPLATES	20.00	2/9/2023
213537	Cost Pool	GATEHOUSE MEDIA TEXAS HOLDINGS	LN 1/30/23 WFD BOARD PLAN	286.00	2/9/2023
	State Water	GATEHOUSE MEDIA TEXAS HOLDINGS	LN 12/16/22 - PWPG NEW MEMBER SOLICITATION	334.00	2/9/2023
	Solid Waste	GATEHOUSE MEDIA TEXAS HOLDINGS	LN 12/2/22 - TCEQ FUND AVAILABILITY	198.00	2/9/2023
213538	Cost Pool	THE GROUNDS GUYS OF AMARILLO	INV #5152 - BI-WEEKLY SVCS 1/23 & SNOW REMOVAL	1,656.82	2/9/2023
213539	Hazard Mitigation Plan Update	HICKS MEDIA	INV #31600 - LN 1/13 & 1/23/23 COL CO HAZMIT MTG	70.00	2/9/2023
213540	9-1-1 Management Plan	INTRADO LIFE & SAFETY SOLUTIONS	INV #1093295 - 2/10/23-2/9/24 - TEXT TO 9-1-1 FEES	31,500.00	2/9/2023
213541	9-1-1 Management Plan	LANGUAGE LINE SERVICES	INV #10739380 - LANG LINE SVCS 1/23 - 9-1-1	193.81	2/9/2023
213542	PRPC General Fund	LIFE INSURANCE CO OF N AMERICA	BILLING REF #207624_020123 - SURVIVORS INS 2/23	352.80	2/9/2023
213543	Communication Towers	LIGHTHOUSE ELECTRIC COOPERATIVE	VALL TOWER - 12/16/22-1/23/23	67.69	2/9/2023
213544	Aging - HHSC	RHONDA McWHORTER	IRT MILEAGE 1/5 & 1/27/23 - PRPC/OMB TRNG	260.00	2/9/2023
213545	9-1-1 Management Plan	MID PLAINS RURAL TELEPHONE	NW SWISHER 2/23	272.68	2/9/2023
213546	Aging - HHSC	MONMOUTH UNIVERSITY	2/2/23 - AAA - CULTURAL SENSITIVITY TRNG	450.00	2/9/2023
213547	PRPC Indirect Costs	ODP BUSINESS SOLUTIONS LLC	INV #287617749001 - 1/18/23 - SUPPLIES	323.14	2/9/2023
	Intern. Service - Reception	ODP BUSINESS SOLUTIONS LLC	INV #287675167001 - 1/18/23 DEPOSIT STAMP	28.83	2/9/2023
213548	9-1-1 Management Plan	OMEGA ELECTRONICS	INV #200001713-1 - SVCE CALLS 12/22 & 1/23	937.50	2/9/2023
	PANCOM Local Contributions	OMEGA ELECTRONICS	INV #200001714-1 - SVCE CALL 1/20/23 ARMN	293.66	2/9/2023
213549	PRPC Indirect Costs	PANHANDLE CITY MANAGERS ASSN	FY23 MEMBERSHIP DUES	125.00	2/9/2023
213550	Vocational Rehab Cost	PATHWAYZ COMMUNICATIONS INC	LINE CHGS 2/23 & LONG DIST 1/23 - AMA WFC	2,479.77	2/9/2023
	Intern. Service - Reception	PATHWAYZ COMMUNICATIONS INC	PRPC LINE CHGS 2/23	794.72	2/9/2023
213551	9-1-1 Management Plan	PTCI	HANSFORD NW 2/23	78.00	2/9/2023
213552	9-1-1 Management Plan	PTCI	HANSFORD DB 2/23	678.00	2/9/2023
213553	Communication Towers	RITA BLANCA ELECTRIC COOP INC	DALN TOWER - 12/30/22-1/31/23	56.11	2/9/2023
213554	Communication Towers	SOUTHWESTERN ELECTRIC POWER	WHES TOWER 12/21/22-1/23/23	59.52	2/9/2023
213555	9-1-1 Management Plan	SYNTRIO	INV #10007839 - NW CHILDRESS 2/23	156.00	2/9/2023
213556	American Rescue Plan	TEXAS RAMP PROJECT	INV #013123-AMA - AAA CLIENT - RAMP 1/23	499.00	2/9/2023
213557	Intern. Service - Copy	UCI DOCUMENTS	INV #3362889 - KYOCERA COPIER LEASE 2/23	256.28	2/9/2023
213558	Aging - HHSC	ROSS WELLESLEY	IRT MILEAGE 1/2-1/16/23 - OMBUDSMAN VISITS	105.29	2/9/2023
213559	WIOA Adult	WINDTREE APARTMENTS	RENT 2/1-3/31/23 - WF CLIENT	1,300.00	2/9/2023
213560	9-1-1 Management Plan	WEST TEXAS RURAL TELEPHONE COOP	INV #2166S111401.071 - NW PARMER 2/23	78.00	2/9/2023
213561	9-1-1 Management Plan	WT SERVICES INC	INV #7809S111401.071 - NW PARMER 2/23	156.00	2/9/2023
213562	American Rescue Plan	XCEL ENERGY	UTILITY PMT - AAA CLIENT - INC SUPP 2/23	177.40	2/9/2023
213563	American Rescue Plan	XCEL ENERGY	UTILITY PMT - AAA CLIENT - INC SUPP 2/23	687.30	2/9/2023
213564	American Rescue Plan	XCEL ENERGY	UTILITY PMT - AAA CLIENT - INC SUPP 2/23	507.01	2/9/2023
213565	American Rescue Plan	XCEL ENERGY	UTILITY PMT - AAA CLIENT - INC SUPP 2/23	94.27	2/9/2023
213566	American Rescue Plan	XCEL ENERGY	UTILITY PMT - AAA CLIENT - INC SUPP 2/23	293.62	2/9/2023

# Panhandle Regional Planning Commission

## Check/Voucher Register

From 2/1/2023 Through 2/28/2023

Check No.	Fund Title	Paid To	Description	Check Amount	Paid Date
213567	Various Grants	XCEL ENERGY	AMA & BOR WFC, PRPC, TOWERS	7,140.48	2/9/2023
213568	9-1-1 Management Plan	XIT COMMUNICATIONS	INV #10146346 - DALLAM/HARTLEY CLEC 2/23	156.00	2/9/2023
213569	CJD LEA	AMARILLO COLLEGE - LEA	BILL NO: 2773 - IN-SERVICE TRNG 12/22	14,945.36	2/16/2023
213570	American Rescue Plan	AMAZON CAPITAL SERVICES	INV #17TY-J66V-14H9 - CG HEALTH MAINT 2/23	48.94	2/16/2023
213571	American Rescue Plan	AMARILLO CITY TRANSIT	INV #ACT2024-01 - TRANSPORTATION 1/23	10,344.58	2/16/2023
213572	American Rescue Plan	CITY OF AMARILLO	UTILITY PMT - AAA CLIENT - INC SUPP 2/23	142.12	2/16/2023
213573	SNAP E&T	CITY OF AMARILLO	UTILITY PMT 12/6/22-1/4/23 - WF CLIENT	64.23	2/16/2023
213574	PRPC General Fund	ASSURED BENEFITS ADMINISTRATORS	DEBIT CARD FEES - 2/23	71.50	2/16/2023
213575	American Rescue Plan	ATMOS ENERGY	UTILITY PMT - AAA CLIENT - INC SUPP 2/23	507.31	2/16/2023
213576	American Rescue Plan	ATMOS ENERGY	UTILITY PMT - AAA CLIENT - INC SUPP 2/23	229.00	2/16/2023
213577	SNAP E&T	ATMOS ENERGY	UTILITY PMT 12/23/22-1/25/23 - WF CLIENT	109.62	2/16/2023
213578	Intern. Service - Copy	CANON FINANCIAL SERVICES INC	INV #30015044 - COPIER LEASE 2/23 - FLOOR 1 & 3	428.92	2/16/2023
213579	Aging - HHSC	CAPROCK HOME HEALTH SERVICES	INV #100518 - REIMBURSEMENT 1/23	144.00	2/16/2023
213580	WIOA Adult	CLARENDON COLLEGE	T/F WTR QRT-22 - CDL - ADULT	2,700.00	2/16/2023
213581	PRPC Indirect Costs	FASTSIGNS	INV #175-101316 - BOARD MEMBER SIGNS	30.00	2/16/2023
213582	PRPC Building Fund	THE GROUNDS GUYS OF AMARILLO	#INV-5232 - PRPC GROUNDS MAINT 2/23	328.61	2/16/2023
213583	Aging - HHSC	HEROES HOME CARE	INV #01-2093 - IN HOME RESPITE 1/23	283.50	2/16/2023
213584	Aging - HHSC	HIGH PLAINS SENIOR CARE INC	INV #2597 - REIMBURSEMENT 1/23	1,633.50	2/16/2023
	Aging - HHSC	HIGH PLAINS SENIOR CARE INC	INV #2598 - CG IN HOME RESPITE 1/23	612.00	2/16/2023
213585	Solid Waste	KB RECYCLING LLC	INV #62546 - RECYCLING SVCS 2/23	85.00	2/16/2023
213586	Aging - HHSC	SHELIA LLEWELLYN	CG RESPITE VOUCHER 1/23 - AAA CLIENT	100.00	2/16/2023
213587	PRPC Building Fund	MILLER PAPER & PACKAGING CO	INV #S6356317.001 - WAXED LINERS, CAN LINERS	102.83	2/16/2023
	PRPC Building Fund	MILLER PAPER & PACKAGING CO	INV #S6356317.002 - CAN LINERS	83.72	2/16/2023
213588	Communication Towers	NORTH PLAINS ELECTRIC COOP	INV #3829 - OCHL & LIPN TOWERS - 1/1-2/1/23	110.80	2/16/2023
213589	Aging - HHSC	NURSES UNLIMITED INC	CG IN HOME RESPITE 1/23	157.50	2/16/2023
	Aging - HHSC	NURSES UNLIMITED INC	REIMBURSEMENT 1/23	216.00	2/16/2023
	Aging - HHSC	NURSES UNLIMITED INC	REIMBURSEMENT 1/23 - ADD'L BILLING	180.00	2/16/2023
213590	PRPC Indirect Costs	ODP BUSINESS SOLUTIONS LLC	INV #290628019001 - 1/27/23 - SUPPLIES	132.29	2/16/2023
213591	Aging - HHSC	OUTREACH HOME CARE	REIMBURSEMENT 1/23 - AAA CLIENT	36.00	2/16/2023
213592	PRPC Indirect Costs	PANHANDLE PRESORT SERVICES	INV #403541 - 1/16-1/31/23 MAIL HANDLING	1,358.36	2/16/2023
213593	9-1-1 Management Plan	PATRICK ELECTRIC SERVICE INC	INV #111163 - SVCE CALL 1/16/23 ARMS/GENERATOR	503.42	2/16/2023
213594	Intern. Service - Automobile	ROGERS CAR CARE	INV #16171 - 2/6/23 - CAR #1 DETAIL	50.00	2/16/2023
	Intern. Service - Automobile	ROGERS CAR CARE	INV #16183 - 2/8/23 - CAR #4 DETAIL	50.00	2/16/2023
213595	Aging - HHSC	SENIOR AMBASSADORS COALITION	2023 SAC PARTICIPATION FEE - AGING	150.00	2/16/2023
213596	Aging - HHSC	ELLEN LORENDIA SHELLEY	CG RESPITE VOUCHER 1/23 - AAA CLIENT	90.00	2/16/2023
213597	Cost Pool	SHI GOVERNMENT SOLUTIONS INC	INV #GB00481106 - 3/6/23-3/6/24 SOPHAS AV RENEWAL	9,513.00	2/16/2023
213598	TAA	STACY'S UNIFORMS	1/6-1/31/23 - TOOLS/UNIFORMS	2,832.26	2/16/2023
213599	Communication Towers	SOUTHWESTERN ELECTRIC POWER	DONL TOWER 1/4-2/1/23	99.30	2/16/2023
213600	Aging - HHSC	VISITING ANGELS	CG IN HOME RESPITE - 1/23	1,116.00	2/16/2023
	Aging - HHSC	VISITING ANGELS	REIMBURSEMENT 1/23	7,677.00	2/16/2023
213601	9-1-1 Management Plan	WESTERN STATES COMMUNICATIONS INC	INV #WSC-4333 - 9-1-1 SYST MAINT/SUPP 9/1/22-8/31/23	120,483.78	2/16/2023
213602	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	HUTCHINSON 2/7-3/6/23	113.74	2/16/2023
	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	SWISHER 2/4-3/3/23	134.31	2/16/2023

# Panhandle Regional Planning Commission

## Check/Voucher Register

From 2/1/2023 Through 2/28/2023

Check No.	Fund Title	Paid To	Description	Check Amount	Paid Date
	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	LIPSCOMB 2/7-3/6/23	380.17	2/16/2023
	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	PARMER 2/7-3/6/23	199.43	2/16/2023
	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	DALLAM 2/7-3/6/23	360.25	2/16/2023
	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	ARMSTRONG 2/7-3/6/23	158.52	2/16/2023
	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	HALL 2/7-3/6/23	51.56	2/16/2023
	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	OLDHAM 2/7-3/6/23	56.07	2/16/2023
	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	SHERMAN 2/7-3/6/23	56.42	2/16/2023
	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	OCHILTREE 2/7-3/6/23	154.77	2/16/2023
	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	COLLINGSWORTH 2/7-3/6/23	294.73	2/16/2023
	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	CASTRO 2/7-3/6/23	168.77	2/16/2023
	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	HANSFORD 2/7-3/6/23	54.52	2/16/2023
	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	WHEELER 2/7-3/6/23	159.15	2/16/2023
	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	MOORE 2/7-3/6/23	60.36	2/16/2023
213603	American Rescue Plan	XCEL ENERGY	UTILITY PMT - AAA CLIENT - INC SUPP 2/23	421.68	2/16/2023
213604	American Rescue Plan	XCEL ENERGY	UTILITY PMT - AAA CLIENT - INC SUPP 2/23	384.51	2/16/2023
213605	American Rescue Plan	XCEL ENERGY	UTILITY PMT - AAA CLIENT - INC SUPP 2/23	517.20	2/16/2023
213606	American Rescue Plan	XCEL ENERGY	UTILITY PMT - AAA CLIENT - INC SUPP 2/23	240.73	2/16/2023
213607	American Rescue Plan	XCEL ENERGY	UTILITY PMT - AAA CLIENT - INC SUPP 2/23	463.23	2/16/2023
213608	SNAP E&T	XCEL ENERGY	UTILITY PMT 11/23/22-12/28/22 - WF CLIENT	65.34	2/16/2023
213609	Cost Pool	A-ARMADILLO RV SELF STORAGE	MOBILE UNIT STORAGE 3/23	350.00	2/23/2023
213610	WIOA Youth	AMARILLO COLLEGE	BILL NO: 2834 - T/F FIRE ACADEMY - EMT - OSY	200.00	2/23/2023
213611	Intern. Service - Reception	AMAZON CAPITAL SERVICES	INV #13L9-MRPV-4X1G - TAPE REFILLS - RECEPTION	94.40	2/23/2023
	PRPC Building Fund	AMAZON CAPITAL SERVICES	INV #1QGG-WPDF-VWVK - CALENDAR & TOILET TISSUE	137.12	2/23/2023
213612	American Rescue Plan	CITY OF AMARILLO	RES REPAIRS 2/23 - AAA CLIENT	4,995.00	2/23/2023
213613	American Rescue Plan	CITY OF AMARILLO	UTILITY PMT - AAA CLIENT - INC SUPP 2/23	296.49	2/23/2023
213614	American Rescue Plan	CITY OF AMARILLO	UTILITY PMT - AAA CLIENT - INC SUPP 2/23	195.70	2/23/2023
213615	American Rescue Plan	AMARILLO WESLEY COMMUNITY CTR	CONGREGATE MEALS - 1/23	3,188.43	2/23/2023
213616	CD Project Admin	AMERICAN AIRLINES	STATEMENT NO. 23021024256 - 2/10/23	269.70	2/23/2023
213617	Aging - HHSC	AMARILLO NATIONAL BANK	1/11/23 - FACEMASKS - AGING	149.94	2/23/2023
	Intern. Service - Personnel	AMARILLO NATIONAL BANK	1/18 & 1/23/23 - BACKGR CHECKS - NEW EMPLOYEES	234.90	2/23/2023
	Cost Pool	AMARILLO NATIONAL BANK	1/18-2/17/23 - TIME TRAK GO - 31 USERS	93.00	2/23/2023
	Local Water	AMARILLO NATIONAL BANK	1/18-2/18/23 - 100 GB TRIAL SUBSCRIPTION PWPG	0.52	2/23/2023
	CD Project Admin	AMARILLO NATIONAL BANK	1/19/23 - REG FEES GERBER - CITY MGMT CLINIC 2/23/23	250.00	2/23/2023
	DRC	AMARILLO NATIONAL BANK	1/26-1/27/23 - DRC MEDIATOR APPRECIATION	243.02	2/23/2023
	DRC	AMARILLO NATIONAL BANK	1/27/23 - DRC MEDIATOR OF THE YEAR PLAQUE	63.25	2/23/2023
	Intern. Service - Accounting	AMARILLO NATIONAL BANK	1/27/23 - ELECTRONIC FILING FEE FOR 1095-B FORMS	24.95	2/23/2023
	Aging - HHSC	AMARILLO NATIONAL BANK	1/31/23 - INV #74061935 - BC/IRA JOB AD ON INDEED.COM	340.00	2/23/2023
	Cost Pool	AMARILLO NATIONAL BANK	12/21/22-1/20/23 - WASABI.COM CLOUD STORAGE	6.39	2/23/2023
	TANF/Choices	AMARILLO NATIONAL BANK	2/7/23 - INV #2017537 - 100 VALERO FUEL CARDS	2,525.00	2/23/2023
	CD Project Admin	AMARILLO NATIONAL BANK	INV #74061935 - LGS JOB ADS ON INDEED.COM	95.00	2/23/2023
213618	American Rescue Plan	ATMOS ENERGY	UTILITY PMT - AAA CLIENT - INC SUPP 2/23	230.57	2/23/2023
213619	PRPC Building Fund	ATMOS ENERGY	PRPC 1/14-2/13/23	1,691.64	2/23/2023
213620	9-1-1 Management Plan	AT&T	E911 PRPC 2/5-3/4/23	1,927.06	2/23/2023

# Panhandle Regional Planning Commission

## Check/Voucher Register

From 2/1/2023 Through 2/28/2023

Check No.	Fund Title	Paid To	Description	Check Amount	Paid Date
213621	Cost Pool	CITY OF BORGER	BORGER WFC 1/12-2/12/23	87.50	2/23/2023
213622	9-1-1 Management Plan	MS CHERYL CANO	IRT MILEAGE 2/17/23 - 9-1-1 ADV MTG	133.70	2/23/2023
213623	Child Care CCF	CARAHSOFT TECHNOLOGY CORP	INV #IN1327177 - 1/31/23-1/30/24 DCM SUBSCRIPTION	16,756.26	2/23/2023
213624	Aging - HHSC	COLLINGSWORTH COUNTY HDM	REIMBURSEMENT 1/23 - CM & HDM	8,846.32	2/23/2023
213625	Aging - HHSC	DONLEY CO SR CITIZENS ASSN	REIMBURSEMENT 1/23 - CM & HDM	7,823.61	2/23/2023
213626	9-1-1 Management Plan	EAN SERVICES LLC	RA #773390935 & 773401855 - 2/6-2/10/23 - AUSTIN	455.30	2/23/2023
213627	9-1-1 Management Plan	MR VANCE EASLEY	IRT MILEAGE 2/17/23 - 9-1-1 ADV MTG	151.92	2/23/2023
213628	Cost Pool	EDDY STREET LP	INV #23 - RENT 3/23 - EDDY ST/AMA WFC	21,390.91	2/23/2023
213629	Cost Pool	ED TURNER PROPERTY MANAGEMENT	RENT 3/23 - BORGER WFC	900.00	2/23/2023
213630	PRPC Building Fund	EVERETTS PLUMBING SUPPLY	INV #167654 & 167655 - BLDG MAINT SUPPLIES	35.70	2/23/2023
213631	CD Project Admin	FOUST INC	INV #14492 - BUS CARDS - MORRIS	35.00	2/23/2023
213632	9-1-1 Management Plan	MS MICHELE GRIFFIN	IRT MILEAGE 2/17/23 - 9-1-1 ADV MTG	105.94	2/23/2023
213633	Aging - HHSC	HALL COUNTY HOME DELIVERY MEALS	HOME DELIVERED MEALS - 1/23	2,001.87	2/23/2023
213634	American Rescue Plan	HEDLEY SR CITIZENS ASSN	REIMBURSEMENT 1/23 - CM & HDM	992.42	2/23/2023
213635	Aging - HHSC	HEREFORD SR CITIZENS ASSN	REIMBURSEMENT 1/23 - CM & HDM	17,866.72	2/23/2023
213636	9-1-1 Management Plan	INTRADO LIFE & SAFETY SOLUTIONS	INV #1092504 - 9-1-1 SW SUPP 11/1/22-10/31/23	110,069.00	2/23/2023
213637	9-1-1 Management Plan	MS KARA LEE	IRT MILEAGE 2/17/23 - 9-1-1 ADV MTG	65.04	2/23/2023
213638	9-1-1 Management Plan	MS KALEE MASSEY	IRT MILEAGE 2/17/23 - 9-1-1 ADV MTG	37.91	2/23/2023
213639	CDC Vaccinations	MEDIBAG COMPANY	INV #80971 - PHARMACY BAG ADS - COVID INFORM.	29,400.00	2/23/2023
213640	American Rescue Plan	MOORE CO SENIOR CENTER INC	CONGREGATE MEALS - 1/23	7,678.86	2/23/2023
213641	Aging - HHSC	OPPORTUNITIES INC	REIMBURSEMENT 1/23 - CM & HDM	4,881.90	2/23/2023
213642	CD Project Admin	PAMPA NEWS	LN 1/19 & 1/28/23 - PAMPA FINAL PH & PAMPA DRP PH	294.88	2/23/2023
	CD Project Admin	PAMPA NEWS	LN 12/17, 12/24 & 12/31/22 - PAMPA DRP IFB	1,992.60	2/23/2023
213643	9-1-1 Management Plan	MS CHERYL PHILLIPS	IRT MILEAGE 2/17/23 - 9-1-1 ADV MTG	76.78	2/23/2023
213644	Intern. Service - Automobile	ROGERS CAR CARE	INV #16212 - CAR #1 - BRAKE REPAIR	486.69	2/23/2023
213645	9-1-1 Management Plan	MS JEANNIE ROGERS	IRT MILEAGE 2/17/23 - 9-1-1 ADV MTG	63.64	2/23/2023
213646	9-1-1 Management Plan	MS RHONDA SCOTT	IRT MILEAGE 2/17/23 - 9-1-1 ADV MTG	128.08	2/23/2023
213647	Aging - HHSC	SHAMROCK MEALS ON WHEELS INC	HOME DELIVERED MEALS - 1/23	1,502.73	2/23/2023
213648	Aging - HHSC	SIR SPEEDY OF AMARILLO	INV #151946 - CG NEWSLETTERS 2/23	136.17	2/23/2023
213649	Aging - HHSC	SWISHER CO SR CITIZENS ASSN	REIMBURSEMENT 1/23 - CM & HDM	8,636.12	2/23/2023
213650	CCDF Quality Improvement	TEACHING STRATEGIES LLC	INV #163835 - CHILD CARE CURRICULUM & ONLINE RES.	147,460.75	2/23/2023
213651	TANF/Choices	TOOT'N TOTUM	INV #213 - 200 FUEL CARDS - 2/13/23	5,000.00	2/23/2023
213652	Aging - HHSC	TRI COUNTY MEALS	HOME DELIVERED MEALS - 1/23	2,802.47	2/23/2023
213653	Aging - HHSC	TRIO COMMUNITY MEALS	#INV2230023885 - HOME DELIVERED MEALS - 1/23	27,167.25	2/23/2023
213654	DRC	TEXAS DRC DIRECTORS' COUNCIL	2023 TX DRC DIRECTOR'S COUNCIL DUES	50.00	2/23/2023
213655	American Rescue Plan	VINCENT RENTALS	INV #3087 & 3154 - RENT - INC SUPP 2/23	1,050.00	2/23/2023
213656	Intern. Service - Automobile	WEX BANK	VEHICLE FUEL 1/13-2/14/23 - PRPC CARS & MU#2	891.27	2/23/2023
213657	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	CARSON 2/13-3/12/23	485.01	2/23/2023
	9-1-1 Management Plan	WINDSTREAM COMMUNICATIONS	DONLEY 2/10-3/9/23	53.97	2/23/2023
213658	American Rescue Plan	XCEL ENERGY	UTILITY PMT - AAA CLIENT - INC SUPP 2/23	128.80	2/23/2023
213659	American Rescue Plan	XCEL ENERGY	UTILITY PMT - AAA CLIENT - INC SUPP 2/23	72.08	2/23/2023
213660	American Rescue Plan	XCEL ENERGY	UTILITY PMT - AAA CLIENT - INC SUPP 2/23	303.04	2/23/2023
213661	9-1-1 Management Plan	MR NICK YARA	IRT MILEAGE 2/17/23 - 9-1-1 ADV MTG	150.91	2/23/2023

# Panhandle Regional Planning Commission

## Check/Voucher Register

From 2/1/2023 Through 2/28/2023

Check No.	Fund Title	Paid To	Description	Check Amount	Paid Date
31151	CD Project Admin	ALEX GUERRERO	IRT MILEAGE 1/23/23 - FOLLETT/DALHART	250.92	2/2/2023
31152	9-1-1 Management Plan	AMANDA JONES	ORT 1/22-1/24/23 - GALVESTON	77.26	2/2/2023
31153	DRC	CHRISTIAN CAMPBELL	1/26/23 - REIMB FOR DRC VOL APPRECIATION SUPPLIES	25.80	2/9/2023
31154	Intern. Service - Accounting	MARY JULIA LYLES	INV #1001 - FINANCE TRNG HOURS - 1/23	575.00	2/16/2023
31155	CJD Planning	DAPHNE MORCOM	IRT MILEAGE 1/19/23 - BORGER	65.04	2/16/2023
31156	PRPC General Fund	HEIKE TODD	1/19/23 - FLEX REIMBURSEMENT	33.00	2/16/2023
31157	PANCOM Local Contributions	WILLIAM S BROWN	ORT 2/12-2/14/23 - FT WORTH - EM TECHN. SUMMIT	1,049.51	2/23/2023
31158	CD Project Admin	JARIAN FRED	ORT 1/23-1/25/23 - AUSTIN - WATER FOR TEXAS CONF	540.15	2/23/2023
31159	CD Project Admin	PAIGE GOODELL	2/13/23 - LUNCHES FOR PWPg MEETINGS	172.35	2/23/2023
31160	PRPC General Fund	PAIGE GOODELL	ORT 1/17-1/20/23 - AUSTIN/EM LEADERS TRAVEL	92.63	2/23/2023
31161	Aging - HHSC	SUNDEE ROSSI	2/10/23-2/9/28 - PANHANDLEAAA.ORG DOMAIN REG	144.80	2/23/2023
31162	PRPC General Fund	JOHN SCHAUMBURG	ORT 1/24-1/26/23 - AUSTIN/CSEC MTG	537.72	2/23/2023
80686	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (278695)	8,293.39	2/3/2023
80687	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (278695)	5,611.83	2/3/2023
80688	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (278695)	8,941.71	2/3/2023
80689	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (278695)	7,029.40	2/3/2023
80690	Child Care CCF	BUTTERCUP HOUSE INC.	CHILD CARE SERVICES PROVIDED (278695)	3,603.22	2/3/2023
80691	Child Care CCF	TULIA CHILD DEVELOPMENT CENTER	CHILD CARE SERVICES PROVIDED (278695)	1,752.35	2/3/2023
80692	Child Care CCF	AMARILLO COLLEGE	CHILD CARE SERVICES PROVIDED (278695)	1,604.40	2/3/2023
80693	Child Care CCF	CHILD DEVELOPMENT CENTER	CHILD CARE SERVICES PROVIDED (278695)	4,593.37	2/3/2023
80694	Child Care CCF	ST. MATTHEW'S EPISCOPAL D.S.	CHILD CARE SERVICES PROVIDED (278695)	4,285.47	2/3/2023
80695	Child Care CCF	MARIA FLORES	CHILD CARE SERVICES PROVIDED (278695)	2,016.05	2/3/2023
80696	Child Care CCF	AMARILLO WESLEY COMMUNITY CTR	CHILD CARE SERVICES PROVIDED (278695)	7,275.59	2/3/2023
80697	Child Care CCF	COMMUNITY DAY CARE CENTER INC.	CHILD CARE SERVICES PROVIDED (278695)	8,739.22	2/3/2023
80698	Child Care CCF	HEREFORD LATCHKEY 1NW	CHILD CARE SERVICES PROVIDED (278695)	3,487.73	2/3/2023
80699	Child Care CCF	WEE CARE CHILD CENTER INC.	CHILD CARE SERVICES PROVIDED (278695)	835.81	2/3/2023
80700	Child Care CCF	GRAY COUNTY LATCHKEY INC	CHILD CARE SERVICES PROVIDED (278695)	18.62	2/3/2023
80701	Child Care CCF	DUMAS DISCOVERY CENTER INC.	CHILD CARE SERVICES PROVIDED (278695)	6,896.73	2/3/2023
80702	Child Care CCF	GRAY COUNTY LATCHKEY INC	CHILD CARE SERVICES PROVIDED (278695)	193.10	2/3/2023
80703	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (278695)	3,145.03	2/3/2023
80704	Child Care CCF	POLK ST UNITED METHODIST CHURCH	CHILD CARE SERVICES PROVIDED (278695)	1,762.36	2/3/2023
80705	Child Care CCF	HEREFORD DCC RUTH WARNER MEM	CHILD CARE SERVICES PROVIDED (278695)	939.53	2/3/2023
80706	Child Care CCF	STRATFORD AREA YOUTH CARE AGENCY	CHILD CARE SERVICES PROVIDED (278695)	1,289.91	2/3/2023
80707	Child Care CCF	BUTTERCUP HOUSE INC.	CHILD CARE SERVICES PROVIDED (278695)	2,223.18	2/3/2023
80708	Child Care CCF	ALEJANDRA FLORES	CHILD CARE SERVICES PROVIDED (278695)	1,408.55	2/3/2023
80709	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (278695)	544.54	2/3/2023
80710	Child Care CCF	WEST TEXAS A&M UNIVERSITY	CHILD CARE SERVICES PROVIDED (278695)	556.35	2/3/2023
80711	Child Care CCF	KERIMA DUNCAN	CHILD CARE SERVICES PROVIDED (278695)	832.23	2/3/2023
80712	Child Care CCF	CHRISTIAN LEARNING CENTER	CHILD CARE SERVICES PROVIDED (278695)	648.44	2/3/2023
80713	Child Care CCF	GRAY COUNTY LATCHKEY INC	CHILD CARE SERVICES PROVIDED (278695)	338.90	2/3/2023
80714	Child Care CCF	DALHART AREA CHILD CARE CTR INC.	CHILD CARE SERVICES PROVIDED (278695)	3,067.36	2/3/2023
80715	Child Care CCF	KING'S MANOR METHODIST RET SYSTEM	CHILD CARE SERVICES PROVIDED (278695)	938.46	2/3/2023
80716	Child Care CCF	OPPORTUNITY SCHOOL, INC.	CHILD CARE SERVICES PROVIDED (278695)	12,622.86	2/3/2023

# Panhandle Regional Planning Commission

## Check/Voucher Register

From 2/1/2023 Through 2/28/2023

Check No.	Fund Title	Paid To	Description	Check Amount	Paid Date
80717	Child Care CCF	NIGHT & DAY CARE AND PLAY, INC.	CHILD CARE SERVICES PROVIDED (278695)	33,705.86	2/3/2023
80718	Child Care CCF	PLEASANT VALLEY BAPTIST DISC SCHOOL	CHILD CARE SERVICES PROVIDED (278695)	14,271.88	2/3/2023
80719	Child Care CCF	AMARILLO MONTESSORI DAY SCHOOL	CHILD CARE SERVICES PROVIDED (278695)	6,908.21	2/3/2023
80720	Child Care CCF	BUTTONS & BOWS ELC	CHILD CARE SERVICES PROVIDED (278695)	19,339.02	2/3/2023
80721	Child Care CCF	OPPORTUNITY SCHOOL EDWARDS CAMPUS	CHILD CARE SERVICES PROVIDED (278695)	26,031.21	2/3/2023
80722	Child Care CCF	SHIRLEY E ROMAINE	CHILD CARE SERVICES PROVIDED (278695)	1,188.37	2/3/2023
80723	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (278695)	3,294.83	2/3/2023
80724	Child Care CCF	BARBARA JOHNSON	CHILD CARE SERVICES PROVIDED (278695)	452.76	2/3/2023
80725	Child Care CCF	COMMUNITY DAY CARE CENTER	CHILD CARE SERVICES PROVIDED (278695)	5,423.54	2/3/2023
80726	Child Care CCF	PAULAS DAY CARE	CHILD CARE SERVICES PROVIDED (278695)	1,051.23	2/3/2023
80727	Child Care CCF	NAZARENE KID'S KORNER	CHILD CARE SERVICES PROVIDED (278695)	2,412.98	2/3/2023
80728	Child Care CCF	DEBORAH A MELTON	CHILD CARE SERVICES PROVIDED (278695)	867.82	2/3/2023
80729	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (278695)	8,229.88	2/3/2023
80730	Child Care CCF	DEEDEES DAYCARE	CHILD CARE SERVICES PROVIDED (278695)	110.91	2/3/2023
80731	Child Care CCF	INGLANTINA FLORES	CHILD CARE SERVICES PROVIDED (278695)	1,346.59	2/3/2023
80732	Child Care CCF	BELL STREET DAY CARE CENTER LTD	CHILD CARE SERVICES PROVIDED (278695)	36,300.97	2/3/2023
80733	Child Care CCF	AMA CATHOLIC CHILDREN'S DEV CTR	CHILD CARE SERVICES PROVIDED (278695)	3,018.60	2/3/2023
80734	Child Care CCF	FRIENDSHIP RANCH CDC	CHILD CARE SERVICES PROVIDED (278695)	7,729.79	2/3/2023
80735	Child Care CCF	NEW BEGINNINGS PRESCHOOL & CDC	CHILD CARE SERVICES PROVIDED (278695)	4,675.20	2/3/2023
80736	Child Care CCF	THE MARTIAL ARTS & ATHLETIC CTR	CHILD CARE SERVICES PROVIDED (278695)	35,822.92	2/3/2023
80737	Child Care CCF	BIZZY BEES CHILD CARE & PRESCHOOL	CHILD CARE SERVICES PROVIDED (278695)	3,944.57	2/3/2023
80738	Child Care CCF	ORA BELINDA SCHOOLHOUSE LLC	CHILD CARE SERVICES PROVIDED (278695)	2,431.20	2/3/2023
80739	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (278695)	2,107.65	2/3/2023
80740	Child Care CCF	AMARILLO SW MONTESSORI PRESCHOOL	CHILD CARE SERVICES PROVIDED (278695)	2,068.70	2/3/2023
80741	Child Care CCF	TAMME PINKERT	CHILD CARE SERVICES PROVIDED (278695)	11,565.02	2/3/2023
80742	Child Care CCF	RACHEL'S LITTLE HOUSE INC	CHILD CARE SERVICES PROVIDED (278695)	5,024.86	2/3/2023
80743	Child Care CCF	FIRST BAPTIST DIMMITT PRESCHOOL	CHILD CARE SERVICES PROVIDED (278695)	339.71	2/3/2023
80744	Child Care CCF	DAWN TRUJILLO	CHILD CARE SERVICES PROVIDED (278695)	844.02	2/3/2023
80745	Child Care CCF	KRISTENS DAYCARE	CHILD CARE SERVICES PROVIDED (278695)	912.81	2/3/2023
80746	Child Care CCF	ELENA MCGLAUN	CHILD CARE SERVICES PROVIDED (278695)	28,231.16	2/3/2023
80747	Child Care CCF	EMMA CANTU DBA ABC LEARNING CTR	CHILD CARE SERVICES PROVIDED (278695)	5,029.03	2/3/2023
80748	Child Care CCF	KENNA BORUM	CHILD CARE SERVICES PROVIDED (278695)	854.36	2/3/2023
80749	Child Care CCF	JOANNA TEJEDA	CHILD CARE SERVICES PROVIDED (278695)	264.75	2/3/2023
80750	Child Care CCF	MS NANCE LITTLE ANGELS DAYCARE	CHILD CARE SERVICES PROVIDED (278695)	4,349.63	2/3/2023
80751	Child Care CCF	CREATIVE LEARNING TREE	CHILD CARE SERVICES PROVIDED (278695)	805.92	2/3/2023
80752	Child Care CCP	PANHANDLE MONTESSORI PRESCHOOL	CHILD CARE SERVICES PROVIDED (278695)	1,079.80	2/3/2023
80753	Child Care CCF	AMARILLO COLLEGE MEDIPARK CAMPUS	CHILD CARE SERVICES PROVIDED (278695)	7,869.05	2/3/2023
80754	Child Care CCF	LITTLE LYNX DAY CARE	CHILD CARE SERVICES PROVIDED (278695)	842.27	2/3/2023
80755	Child Care CCF	AMBER SIMMONS	CHILD CARE SERVICES PROVIDED (278695)	1,663.84	2/3/2023
80756	Child Care CCF	SHAKERA MARIE JOHNSON	CHILD CARE SERVICES PROVIDED (278695)	899.64	2/3/2023
80757	Child Care CCF	RAW EATS CAFE LTD	CHILD CARE SERVICES PROVIDED (278695)	11,466.15	2/3/2023
80758	Child Care CCF	RAW EATS CAFE LTD	CHILD CARE SERVICES PROVIDED (278695)	11,271.11	2/3/2023
80759	Child Care CCF	JOANNA TEJEDA	CHILD CARE SERVICES PROVIDED (278695)	1,366.74	2/3/2023

# Panhandle Regional Planning Commission

## Check/Voucher Register

From 2/1/2023 Through 2/28/2023

Check No.	Fund Title	Paid To	Description	Check Amount	Paid Date
80760	Child Care CCF	KAREN SMITH	CHILD CARE SERVICES PROVIDED (278695)	1,177.21	2/3/2023
80761	Child Care CCF	LATUNYA MARIE JILES-FORD	CHILD CARE SERVICES PROVIDED (278695)	738.26	2/3/2023
80762	Child Care CCF	PAULA COOK	CHILD CARE SERVICES PROVIDED (278695)	409.31	2/3/2023
80763	Child Care CCF	MAMMYS DAYCARE	CHILD CARE SERVICES PROVIDED (278695)	2,856.43	2/3/2023
80764	Child Care CCF	TEXAS KINDER PREP-RIDGECREST CIR	CHILD CARE SERVICES PROVIDED (278695)	3,820.02	2/3/2023
80765	Child Care CCF	RANGER ROUNDUP LEARNING CTR	CHILD CARE SERVICES PROVIDED (278695)	6,120.36	2/3/2023
80766	Child Care CCP	KS HOME DAYCARE	CHILD CARE SERVICES PROVIDED (278695)	200.00	2/3/2023
80767	Child Care CCF	TEXAS PREMIER CHILDCARE	CHILD CARE SERVICES PROVIDED (278695)	11,076.51	2/3/2023
80768	Child Care CCF	EMMA CANTU DBA ABC LEARNING CTR	CHILD CARE SERVICES PROVIDED (278695)	6,614.55	2/3/2023
80769	Child Care CCF	HAPPY DAYS CHILDCARE CTR & PS	CHILD CARE SERVICES PROVIDED (278695)	20,390.37	2/3/2023
80770	Child Care CCF	STEPPING STONES LEARNING CTR	CHILD CARE SERVICES PROVIDED (278695)	3,346.26	2/3/2023
80771	Child Care CCF	K4B LEARNING DEPOT 6, LLC	CHILD CARE SERVICES PROVIDED (278695)	12,188.10	2/3/2023
80772	Child Care CCF	BUTTERCUP HOUSE INC	CHILD CARE SERVICES PROVIDED (278695)	742.82	2/3/2023
80773	Child Care CCF	CHARBRA RICHARDSON	CHILD CARE SERVICES PROVIDED (278695)	859.33	2/3/2023
80774	Child Care CCF	EMMA CANTU DBA ABC LEARNING CTR	CHILD CARE SERVICES PROVIDED (278695)	8,212.64	2/3/2023
80775	Child Care CCF	EMMA CANTU DBA ABC LEARNING CTR	CHILD CARE SERVICES PROVIDED (278695)	614.33	2/3/2023
80776	Child Care CCF	EMMA CANTU DBA ABC LEARNING CTR	CHILD CARE SERVICES PROVIDED (278695)	2,275.72	2/3/2023
80777	Child Care CCF	CHRISTIAN PRESCHOOL CENTERS INC	CHILD CARE SERVICES PROVIDED (278695)	17,404.27	2/3/2023
80778	Child Care CCF	THE MARTIAL ARTS & ATHLETIC CTR	CHILD CARE SERVICES PROVIDED (278695)	8,703.66	2/3/2023
80779	Child Care CCF	KELSEY FOSTER	CHILD CARE SERVICES PROVIDED (278695)	6,785.14	2/3/2023
80780	Child Care CCF	HAPPY DAYS CHILDCARE & PRESCHOOL	CHILD CARE SERVICES PROVIDED (278695)	10,075.59	2/3/2023
80781	Child Care CCF	LITTLE BLESSINGS PRESCHOOL	CHILD CARE SERVICES PROVIDED (278695)	677.63	2/3/2023
80782	Child Care CCF	THE COLONY CHRISTIAN CHILD DEV CTR	CHILD CARE SERVICES PROVIDED (278695)	1,563.40	2/3/2023
80783	Child Care CCF	ELE ACADEMICS LLC	CHILD CARE SERVICES PROVIDED (278695)	215.63	2/3/2023
80784	Child Care CCF	SUNNY SIDE UP CHILD CARE	CHILD CARE SERVICES PROVIDED (278695)	2,741.98	2/3/2023
80785	Child Care CCF	OMAR MENDOZA	CHILD CARE SERVICES PROVIDED (278695)	997.85	2/3/2023
80786	Child Care CCF	STORYLAND PRESCHOOL & CHILD CARE	CHILD CARE SERVICES PROVIDED (278695)	6,950.42	2/3/2023
80787	Child Care CCF	KAITLIN IVIE	CHILD CARE SERVICES PROVIDED (278695)	3,734.56	2/3/2023
80788	Child Care CCF	DABAREH JOHNSON	CHILD CARE SERVICES PROVIDED (278695)	751.50	2/3/2023
80789	Child Care CCF	LANE DAY SCHOOL LLC	CHILD CARE SERVICES PROVIDED (278695)	499.82	2/3/2023
80790	Child Care CCF	LIL COLTS CHILDCARE	CHILD CARE SERVICES PROVIDED (278695)	214.72	2/3/2023
80791	Child Care CCF	BRIGHT MINDS ACADEMY LLC	CHILD CARE SERVICES PROVIDED (278695)	322.19	2/3/2023
80792	Child Care CCF	CREATIVE LEARNING TREE 2	CHILD CARE SERVICES PROVIDED (278695)	2,307.29	2/3/2023
80793	Child Care CCF	STEAMBOAT STATION	CHILD CARE SERVICES PROVIDED (278695)	7,495.35	2/3/2023
80794	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (279509)	2,144.14	2/17/2023
80795	Child Care CCF	AMARILLO SW MONTESSORI PRESCHOOL	CHILD CARE SERVICES PROVIDED (279509)	2,130.95	2/17/2023
80796	Child Care CCF	TAMME PINKERT	CHILD CARE SERVICES PROVIDED (279509)	11,770.67	2/17/2023
80797	Child Care CCF	CHILD DEVELOPMENT CENTER	CHILD CARE SERVICES PROVIDED (279509)	4,897.87	2/17/2023
80798	Child Care CCF	ST. MATTHEW'S EPISCOPAL D.S.	CHILD CARE SERVICES PROVIDED (279509)	3,919.76	2/17/2023
80799	Child Care CCF	RACHEL'S LITTLE HOUSE INC	CHILD CARE SERVICES PROVIDED (279509)	4,960.84	2/17/2023
80800	Child Care CCF	FIRST BAPTIST DIMMITT PRESCHOOL	CHILD CARE SERVICES PROVIDED (279509)	153.85	2/17/2023
80801	Child Care CCF	DAWN TRUJILLO	CHILD CARE SERVICES PROVIDED (279509)	839.43	2/17/2023
80802	Child Care CCF	MARIA FLORES	CHILD CARE SERVICES PROVIDED (279509)	2,055.28	2/17/2023



# Panhandle Regional Planning Commission

## Check/Voucher Register

From 2/1/2023 Through 2/28/2023

Check No.	Fund Title	Paid To	Description	Check Amount	Paid Date
80803	Child Care CCF	KRISTENS DAYCARE	CHILD CARE SERVICES PROVIDED (279509)	890.03	2/17/2023
80804	Child Care CCF	AMARILLO WESLEY COMMUNITY CTR	CHILD CARE SERVICES PROVIDED (279509)	8,751.21	2/17/2023
80805	Child Care CCF	ELENA MCGLAUN	CHILD CARE SERVICES PROVIDED (279509)	26,854.17	2/17/2023
80806	Child Care CCF	EMMA CANTU DBA ABC LEARNING CTR	CHILD CARE SERVICES PROVIDED (279509)	4,770.95	2/17/2023
80807	Child Care CCF	COMMUNITY DAY CARE CENTER INC.	CHILD CARE SERVICES PROVIDED (279509)	8,819.39	2/17/2023
80808	Child Care CCF	KENNA BORUM	CHILD CARE SERVICES PROVIDED (279509)	844.96	2/17/2023
80809	Child Care CCF	JOANNA TEJEDA	CHILD CARE SERVICES PROVIDED (279509)	262.93	2/17/2023
80810	Child Care CCF	MS NANCE LITTLE ANGELS DAYCARE	CHILD CARE SERVICES PROVIDED (279509)	4,041.21	2/17/2023
80811	Child Care CCF	CREATIVE LEARNING TREE	CHILD CARE SERVICES PROVIDED (279509)	802.63	2/17/2023
80812	Child Care CCF	PANHANDLE MONTESSORI PRESCHOOL	CHILD CARE SERVICES PROVIDED (279509)	1,266.12	2/17/2023
80813	Child Care CCF	HEREFORD LATCHKEY 1NW	CHILD CARE SERVICES PROVIDED (279509)	3,627.39	2/17/2023
80814	Child Care CCF	AMARILLO COLLEGE MEDIPARK CAMPUS	CHILD CARE SERVICES PROVIDED (279509)	7,983.11	2/17/2023
80815	Child Care CCF	LITTLE LYNX DAY CARE	CHILD CARE SERVICES PROVIDED (279509)	975.76	2/17/2023
80816	Child Care CCF	AMBER SIMMONS	CHILD CARE SERVICES PROVIDED (279509)	1,777.41	2/17/2023
80817	Child Care CCF	SHAKERA MARIE JOHNSON	CHILD CARE SERVICES PROVIDED (279509)	886.54	2/17/2023
80818	Child Care CCF	RAW EATS CAFE LTD	CHILD CARE SERVICES PROVIDED (279509)	11,008.83	2/17/2023
80819	Child Care CCF	RAW EATS CAFE LTD	CHILD CARE SERVICES PROVIDED (279509)	11,192.82	2/17/2023
80820	Child Care CCF	JOANNA TEJEDA	CHILD CARE SERVICES PROVIDED (279509)	1,765.78	2/17/2023
80821	Child Care CCF	KAREN SMITH	CHILD CARE SERVICES PROVIDED (279509)	1,172.92	2/17/2023
80822	Child Care CCF	LATUNYA MARIE JILES-FORD	CHILD CARE SERVICES PROVIDED (279509)	974.26	2/17/2023
80823	Child Care CCF	PAULA COOK	CHILD CARE SERVICES PROVIDED (279509)	248.75	2/17/2023
80824	Child Care CCF	MAMMYS DAYCARE	CHILD CARE SERVICES PROVIDED (279509)	2,837.05	2/17/2023
80825	Child Care CCF	TEXAS KINDER PREP-RIDGECREST CIR	CHILD CARE SERVICES PROVIDED (279509)	4,497.42	2/17/2023
80826	Child Care CCF	WEE CARE CHILD CENTER INC.	CHILD CARE SERVICES PROVIDED (279509)	1,038.21	2/17/2023
80827	Child Care CCF	RANGER ROUNDUP LEARNING CTR	CHILD CARE SERVICES PROVIDED (279509)	5,856.20	2/17/2023
80828	Child Care CCP	KS HOME DAYCARE	CHILD CARE SERVICES PROVIDED (279509)	200.00	2/17/2023
80829	Child Care CCF	TEXAS PREMIER CHILDCARE	CHILD CARE SERVICES PROVIDED (279509)	10,993.00	2/17/2023
80830	Child Care CCF	EMMA CANTU DBA ABC LEARNING CTR	CHILD CARE SERVICES PROVIDED (279509)	6,323.77	2/17/2023
80831	Child Care CCF	HAPPY DAYS CHILDCARE CTR & PS	CHILD CARE SERVICES PROVIDED (279509)	17,689.39	2/17/2023
80832	Child Care CCF	STEPPING STONES LEARNING CTR	CHILD CARE SERVICES PROVIDED (279509)	3,335.10	2/17/2023
80833	Child Care CCF	K4B LEARNING DEPOT 6, LLC	CHILD CARE SERVICES PROVIDED (279509)	12,071.22	2/17/2023
80834	Child Care CCF	BUTTERCUP HOUSE INC	CHILD CARE SERVICES PROVIDED (279509)	727.52	2/17/2023
80835	Child Care CCF	CHARBRA RICHARDSON	CHILD CARE SERVICES PROVIDED (279509)	976.49	2/17/2023
80836	Child Care CCF	EMMA CANTU DBA ABC LEARNING CTR	CHILD CARE SERVICES PROVIDED (279509)	7,858.24	2/17/2023
80837	Child Care CCF	EMMA CANTU DBA ABC LEARNING CTR	CHILD CARE SERVICES PROVIDED (279509)	609.80	2/17/2023
80838	Child Care CCF	EMMA CANTU DBA ABC LEARNING CTR	CHILD CARE SERVICES PROVIDED (279509)	2,281.93	2/17/2023
80839	Child Care CCF	CHRISTIAN PRESCHOOL CENTERS INC	CHILD CARE SERVICES PROVIDED (279509)	15,969.37	2/17/2023
80840	Child Care CCF	THE MARTIAL ARTS & ATHLETIC CTR	CHILD CARE SERVICES PROVIDED (279509)	8,960.28	2/17/2023
80841	Child Care CCF	KELSEY FOSTER	CHILD CARE SERVICES PROVIDED (279509)	7,005.40	2/17/2023
80842	Child Care CCF	HAPPY DAYS CHILDCARE & PRESCHOOL	CHILD CARE SERVICES PROVIDED (279509)	10,373.44	2/17/2023
80843	Child Care CCF	LITTLE BLESSINGS PRESCHOOL	CHILD CARE SERVICES PROVIDED (279509)	672.05	2/17/2023
80844	Child Care CCF	THE COLONY CHRISTIAN CHILD DEV CTR	CHILD CARE SERVICES PROVIDED (279509)	1,538.03	2/17/2023
80845	Child Care CCF	ELE ACADEMICS LLC	CHILD CARE SERVICES PROVIDED (279509)	213.05	2/17/2023

# Panhandle Regional Planning Commission

## Check/Voucher Register

From 2/1/2023 Through 2/28/2023

Check No.	Fund Title	Paid To	Description	Check Amount	Paid Date
80846	Child Care CCF	SUNNY SIDE UP CHILD CARE	CHILD CARE SERVICES PROVIDED (279509)	2,735.78	2/17/2023
80847	Child Care CCF	OMAR MENDOZA	CHILD CARE SERVICES PROVIDED (279509)	996.97	2/17/2023
80848	Child Care CCF	STORYLAND PRESCHOOL & CHILD CARE	CHILD CARE SERVICES PROVIDED (279509)	5,223.91	2/17/2023
80849	Child Care CCF	KAITLIN IVIE	CHILD CARE SERVICES PROVIDED (279509)	3,900.19	2/17/2023
80850	Child Care CCF	DABAREH JOHNSON	CHILD CARE SERVICES PROVIDED (279509)	883.00	2/17/2023
80851	Child Care CCF	LANE DAY SCHOOL LLC	CHILD CARE SERVICES PROVIDED (279509)	496.27	2/17/2023
80852	Child Care CCF	LIL COLTS CHILDCARE	CHILD CARE SERVICES PROVIDED (279509)	212.67	2/17/2023
80853	Child Care CCF	BRIGHT MINDS ACADEMY LLC	CHILD CARE SERVICES PROVIDED (279509)	313.72	2/17/2023
80854	Child Care CCF	CREATIVE LEARNING TREE 2	CHILD CARE SERVICES PROVIDED (279509)	2,397.12	2/17/2023
80855	Child Care CCF	STEAMBOAT STATION	CHILD CARE SERVICES PROVIDED (279509)	8,277.06	2/17/2023
80856	Child Care CCF	GRAY COUNTY LATCHKEY INC	CHILD CARE SERVICES PROVIDED (279509)	81.30	2/17/2023
80857	Child Care CCF	BUTTERCUP HOUSE INC.	CHILD CARE SERVICES PROVIDED (279509)	3,659.00	2/17/2023
80858	Child Care CCF	DUMAS DISCOVERY CENTER INC.	CHILD CARE SERVICES PROVIDED (279509)	6,786.23	2/17/2023
80859	Child Care CCF	GRAY COUNTY LATCHKEY INC	CHILD CARE SERVICES PROVIDED (279509)	235.18	2/17/2023
80860	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (279509)	3,343.85	2/17/2023
80861	Child Care CCF	POLK ST UNITED METHODIST CHURCH	CHILD CARE SERVICES PROVIDED (279509)	1,745.45	2/17/2023
80862	Child Care CCF	HEREFORD DCC RUTH WARNER MEM	CHILD CARE SERVICES PROVIDED (279509)	935.41	2/17/2023
80863	Child Care CCF	STRATFORD AREA YOUTH CARE AGENCY	CHILD CARE SERVICES PROVIDED (279509)	1,276.93	2/17/2023
80864	Child Care CCF	BUTTERCUP HOUSE INC.	CHILD CARE SERVICES PROVIDED (279509)	2,390.07	2/17/2023
80865	Child Care CCF	TULIA CHILD DEVELOPMENT CENTER	CHILD CARE SERVICES PROVIDED (279509)	2,216.80	2/17/2023
80866	Child Care CCF	ALEJANDRA FLORES	CHILD CARE SERVICES PROVIDED (279509)	1,642.13	2/17/2023
80867	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (279509)	523.68	2/17/2023
80868	Child Care CCF	WEST TEXAS A&M UNIVERSITY	CHILD CARE SERVICES PROVIDED (279509)	474.62	2/17/2023
80869	Child Care CCF	KERIMA DUNCAN	CHILD CARE SERVICES PROVIDED (279509)	828.90	2/17/2023
80870	Child Care CCF	CHRISTIAN LEARNING CENTER	CHILD CARE SERVICES PROVIDED (279509)	224.62	2/17/2023
80871	Child Care CCF	GRAY COUNTY LATCHKEY INC	CHILD CARE SERVICES PROVIDED (279509)	597.37	2/17/2023
80872	Child Care CCF	DALHART AREA CHILD CARE CTR INC.	CHILD CARE SERVICES PROVIDED (279509)	2,857.28	2/17/2023
80873	Child Care CCF	KING'S MANOR METHODIST RET SYSTEM	CHILD CARE SERVICES PROVIDED (279509)	1,182.86	2/17/2023
80874	Child Care CCF	OPPORTUNITY SCHOOL, INC.	CHILD CARE SERVICES PROVIDED (279509)	13,631.68	2/17/2023
80875	Child Care CCF	NIGHT & DAY CARE AND PLAY, INC.	CHILD CARE SERVICES PROVIDED (279509)	32,538.95	2/17/2023
80876	Child Care CCF	PLEASANT VALLEY BAPTIST DISC SCHOOL	CHILD CARE SERVICES PROVIDED (279509)	14,199.06	2/17/2023
80877	Child Care CCF	AMARILLO MONTESSORI DAY SCHOOL	CHILD CARE SERVICES PROVIDED (279509)	6,836.21	2/17/2023
80878	Child Care CCF	BUTTONS & BOWS ELC	CHILD CARE SERVICES PROVIDED (279509)	18,938.30	2/17/2023
80879	Child Care CCF	OPPORTUNITY SCHOOL EDWARDS CAMPUS	CHILD CARE SERVICES PROVIDED (279509)	26,085.40	2/17/2023
80880	Child Care CCF	SHIRLEY E ROMAINE	CHILD CARE SERVICES PROVIDED (279509)	1,180.12	2/17/2023
80881	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (279509)	2,945.51	2/17/2023
80882	Child Care CCF	BARBARA JOHNSON	CHILD CARE SERVICES PROVIDED (279509)	444.60	2/17/2023
80883	Child Care CCF	COMMUNITY DAY CARE CENTER	CHILD CARE SERVICES PROVIDED (279509)	6,378.33	2/17/2023
80884	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (279509)	8,483.96	2/17/2023
80885	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (279509)	4,912.92	2/17/2023
80886	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (279509)	8,571.73	2/17/2023
80887	Child Care CCF	AMARILLO COLLEGE	CHILD CARE SERVICES PROVIDED (279509)	1,910.74	2/17/2023
80888	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (279509)	6,778.65	2/17/2023

# Panhandle Regional Planning Commission

## Check/Voucher Register

From 2/1/2023 Through 2/28/2023

Check No.	Fund Title	Paid To	Description	Check Amount	Paid Date
80889	Child Care CCF	PAULAS DAY CARE	CHILD CARE SERVICES PROVIDED (279509)	1,043.35	2/17/2023
80890	Child Care CCF	NAZARENE KID'S KORNER	CHILD CARE SERVICES PROVIDED (279509)	2,308.94	2/17/2023
80891	Child Care CCF	DEBORAH A MELTON	CHILD CARE SERVICES PROVIDED (279509)	581.36	2/17/2023
80892	Child Care CCF	CHILDREN'S LEARNING CENTER	CHILD CARE SERVICES PROVIDED (279509)	8,181.32	2/17/2023
80893	Child Care CCF	DEEDEES DAYCARE	CHILD CARE SERVICES PROVIDED (279509)	107.64	2/17/2023
80894	Child Care CCF	INGLANTINA FLORES	CHILD CARE SERVICES PROVIDED (279509)	1,339.17	2/17/2023
80895	Child Care CCF	BELL STREET DAY CARE CENTER LTD	CHILD CARE SERVICES PROVIDED (279509)	36,856.61	2/17/2023
80896	Child Care CCF	AMA CATHOLIC CHILDREN'S DEV CTR	CHILD CARE SERVICES PROVIDED (279509)	2,866.33	2/17/2023
80897	Child Care CCF	FRIENDSHIP RANCH CDC	CHILD CARE SERVICES PROVIDED (279509)	7,652.61	2/17/2023
80898	Child Care CCF	NEW BEGINNINGS PRESCHOOL & CDC	CHILD CARE SERVICES PROVIDED (279509)	4,642.58	2/17/2023
80899	Child Care CCF	THE MARTIAL ARTS & ATHLETIC CTR	CHILD CARE SERVICES PROVIDED (279509)	34,914.93	2/17/2023
80900	Child Care CCF	BIZZY BEES CHILD CARE & PRESCHOOL	CHILD CARE SERVICES PROVIDED (279509)	3,667.07	2/17/2023
80901	Child Care CCF	ORA BELINDA SCHOOLHOUSE LLC	CHILD CARE SERVICES PROVIDED (279509)	2,642.14	2/17/2023
		AMARILLO NATIONAL BANK	WFD - INCENTIVE PAYMENTS - 2/23	1,761.00	
		CENTENNIAL BANK	BUILDING IMPROVEMENT PMT 2/14/23	6,645.07	
		DATAPATH CREDIT SERVICES	EMPLOYEE FLEX DRAFTS 2/23	1,381.79	
		ROSCOMMON - ABA ADMINISTRATORS	HEALTH INSURANCE DRAFT 2/23	37,418.63	
		TOOT'N TOTUM FOOD STORES LLC	VEHICLE FUEL 1/15/23-2/14/23	596.29	
		HUXFORD GROUP	WIRE TRANSFERS 2/23	338,584.00	
		VANTAGEPOINT T. AGENTS - 401	WIRE TRANSFERS 2/23	76,004.13	
		VANTAGEPOINT T. AGENTS - 457	WIRE TRANSFERS 2/23	8,862.39	
		VANTAGEPOINT T. AGENTS - ROTH IRA	WIRE TRANSFERS 2/23	3,310.67	
		TOTAL AMOUNT:		2,425,922.97	
		TOTAL NUMBER OF ELECTRONIC FUND TRANSFERS:		228	
		TOTAL NUMBER OF CHECKS WRITTEN:		257	
		TOTAL NUMBER OF WIRE TRANSFERS:		11	
		TOTAL NUMBER OF ANB BANK CARDS:		11	

Panhandle Regional Planning Commission

Check/Voucher Register

From 2/1/2023 Through 2/28/2023

<u>Check No.</u>	<u>Fund Title</u>	<u>Paid To</u>	<u>Description</u>	<u>Check Amount</u>	<u>Paid Date</u>
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TOTAL NUMBER OF EMPLOYEE FLEX DRAFTS:

11

# ITEM 6

## **M E M O R A N D U M**

**DATE:** March 23, 2023  
**TO:** PRPC Board of Directors  
**FROM:** Trent Taylor, Finance Director  
**THROUGH:** Dustin Meyer, Executive Director  
**SUBJECT:** Agenda Item 6  
2022 Audit Presentation and Acceptance

### **BACKGROUND**

The PRPC has an audit performed annually under the required standards of the American Institute of Certified Public Accountants, the U.S. General Accounting Office, the U.S. Office of Management and Budget, and the State of Texas Uniform Grant Management Standards.

The Panhandle Regional Planning Commission engages the services of an independent CPA firm, Edgin, Parkman, Fleming and Fleming to complete audit services on a comprehensive annual financial report. A copy of the 2022 ACFR report is included in this agenda packet.

The auditors will formally present the report to the PRPC Audit Committee and the Board of Directors on March 23, 2023

### **RECOMMENDATION**

The PRPC anticipates no issues or problems with the audit and request the Board of Directors acceptance of the Year End 9/30/2022 Annual Comprehensive Financial Report.

# ITEM 7

## **MEMORANDUM**

**DATE:** March 23, 2023  
**TO:** PRPC Board of Directors  
**FROM:** Trent Taylor, Finance Director  
**THROUGH:** Dustin Meyer, Executive Director  
**SUBJECT:** Agenda Item 7  
Review and Consider for Approval PRPC Investment Options

### **BACKGROUND**

The PRPC has historically kept the PRPC fund balance in Money Market accounts that are backed by bonds held by the bank. At the Board of Directors' Request, we have investigated various investment options, and evaluated the amounts that could be invested and additional controls that will need to be enacted for each option.

The options reviewed today with the audit committee are:

- Continue with secured Money Markets
- Laddering CD's
- Laddering CDAR CD's
- Laddering Treasuries
- Bond Managers

We will bring the PRPC Audit Committee's investment recommendations before the PRPC Board for final review and approval.

### **RECOMMENDATION**

Review and consider for approval the proposed investment options as recommended by the PRPC Audit Committee.



# ITEM 8

## **MEMORANDUM**

**DATE:** March 23, 2023

**TO:** PRPC Board of Directors

**FROM:** Christian Campbell, Dispute Resolution Specialist

**THROUGH:** Trent Taylor, Finance Director  
Dustin Meyer, Executive Director

**SUBJECT:** Agenda Item 8  
Dispute Resolution Center Interlocal Cooperation Contract for  
Alternative Dispute Resolution Funding provided in Texas Local  
Government Code 135

### **BACKGROUND**

As discussed in the last meetings, in accordance with section 135 of the Texas Local Government Code, PRPC is reaching out to the 26 County Courts of the Panhandle to try and establish an interlocal agreement whereby the Dispute Resolution Center (DRC) is agreeable to provide dispute resolution services for the county courts. The County can agree through the use of an interlocal agreement to remit county funds to DRC in accordance with the following sections of the Texas Local Government Code:

135.101: \$213 on filing any civil case except a probate, guardianship, or mental health case. \$35 on any action other than an original action for a case. 7.0423% to county dispute resolution fund.

135.102: \$223 on filing any probate, guardianship, or mental health case. \$75 on any action other than an original action for a case. 6.7265% to county dispute resolution fund.

135.103: In addition to all other fees and court costs, a person shall pay a local consolidated filing fee of \$33 on filing of any civil case in a justice court. 15.1515% to county dispute resolution fund.

Several counties are currently in various stages of adopting the Interlocal Agreement with the Panhandle Dispute Resolution Center to utilize funds allocated for dispute resolution services in accordance with Texas Local Government Code 135. Counties that have passed or are considering this agreement include: Armstrong & Hutchinson Counties.

### **RECOMMENDATION**

Staff recommends that the Board of Directors consider favorable approval of the Interlocal Agreement with the above referenced counties in relation to dispute

resolution and Texas Government Code 135 by authorizing the Executive Director to execute this document.

INTERLOCAL COOPERATION CONTRACT  
FOR APPLICATION DEVELOPMENT AND MANAGEMENT SERVICES  
DISPUTE RESOLUTION PROGRAM

\*\*\*\*\*

THE STATE OF TEXAS

§

§

§

AGREEMENT FOR SERVICES

COUNTY OF POTTER

WHEREAS, this Contract is made and entered into this the \_\_\_\_ day of \_\_\_\_\_ by and between the County of \_\_\_\_\_, acting by its duly authorized representative, after obtaining a resolution of its governing body authorizing this contract and the PANHANDLE REGIONAL PLANNING COMMISSION (PRPC), a political subdivision of the State of Texas organized under Chapter 391 of the Texas Local Government Code, acting by its duly authorized executive director.

WHEREAS, both parties to this Contract are local governments as defined in Chapter 791 of the Texas Government Code, and this Contract is entered into pursuant to the provisions of said Code which is commonly referred to as The Interlocal Cooperation Act.

WHEREAS, PRPC is agreeable to provide dispute resolution services for the county courts. This service will be provided by the Dispute Resolution Center (DRC) at the Panhandle Regional Planning Commission under the normal fee structure. Dispute resolutions may be held in the county, via Zoom or in the PRPC offices.

WHEREAS, the County of \_\_\_\_\_ agrees to set aside county funds under Texas Local Government Code 135. The statute sets aside the following funds to be remitted to the Panhandle DRC:

135.101: \$213 on filing any civil case except a probate, guardianship, or mental health case. \$35 on any action other than an original action for a case. 7.0423% to county dispute resolution fund.

135.102: \$223 on filing any probate, guardianship, or mental health case. \$75 on any action other than an original action for a case. 6.7265% to county dispute resolution fund.

135.103: In addition to all other fees and court costs, a person shall pay a local consolidated filing fee of \$33 on filing of any civil case in a justice court. 15.1515% to county dispute resolution fund.

Additionally, Section 135.157 subsection A describes how a county may use these percentages to create a fund for an alternative dispute resolution system (A.D.R.). Subsection B states that, "If a county has not established an A.D.R. system... the money allocated under subsection A shall be remitted to the comptroller and the comptroller shall allocate the money to the statewide electronic filing system fund". Therefore, if these funds are not designated to an alternative dispute resolution system as being described in this agreement with the Panhandle DRC, they must be sent to Austin for inclusion in the statewide electronic filing system fund.

TERMS AND CONDITIONS

**Modification/Amendment:**

The County of \_\_\_\_\_ and PRPC may, upon mutual agreement, modify or amend this contract. Modifications, including any increase or decrease in the amount of compensation or scope of services, will be incorporated into this contract and finalized through a signed, written amendment.

**Assignability:**

The County of \_\_\_\_\_ and PRPC may assign interest in this Contract (whether by assignment or novation) with the written consent of the other.

**Termination of Contract for Cause:**

If, through any cause, PRPC shall fail to fulfill in a timely and proper manner its obligations under this Contract, or if PRPC shall violate any of the covenants, conditions, agreements, or stipulations of this Contract, the County shall thereupon have the right to terminate this Contract by giving written notice to PRPC of such termination and specifying the effective date thereof, at least five days before the effective date of such termination.

Notwithstanding the above, PRPC shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of the Contract by PRPC, and the County may withhold any payments to PRPC for the purpose of set off until such time as the exact amount of damages due the County from PRPC is determined.

**Termination for Convenience of the City/County:**

The County may terminate this Contract at any time by giving at least ten (10) days notice in writing to PRPC.

**Termination for Convenience of PRPC:**

PRPC may terminate this Contract at any time by giving at least ten (10) days notice in writing to the City/County.

**Severability**

Should any one or more of the provisions of this agreement be held to be null, void, voidable, or for any reason whatsoever, of no force and effect, such provision(s) shall be construed as severable from the remainder of this agreement and shall not affect the validity of all other provisions of this agreement, which shall remain in full force and effect.

EXECUTED this \_\_\_\_ day of \_\_\_\_\_, 2022

PANHANDLE REGIONAL PLANNING COMMISSION

By \_\_\_\_\_

Dustin Meyer, Executive Director

County of \_\_\_\_\_

By \_\_\_\_\_

\_\_\_\_\_

# ITEM 9

## **M E M O R A N D U M**

**DATE:** March 23, 2023  
**TO:** PRPC Board of Directors  
**FROM:** John Schaumburg, Regional 9-1-1 network, GIS Program Manager  
**THROUGH:** Dustin Meyer, Executive Director  
**SUBJECT:** Agenda Item 9  
Panhandle Regional 9-1-1 Network FY2023 2<sup>nd</sup> Quarterly  
Performance Report

### **BACKGROUND**

As stipulated in the agreement between Panhandle Regional Planning Commission and the Commission on State Emergency Communications (CSEC), the Panhandle 9-1-1 Network must establish and accomplish certain goals and objectives. In order to check progress throughout the year, we are required to submit to CSEC a quarterly performance report that includes 9-1-1 call volumes, monitoring results, network outage reports, system testing, and the status of equipment replacement. The following items make up the key points of the FY23 Q2 performance report covering December, January, and February.

- There were 25,239 9-1-1 calls received from the 21 regional call centers of with 19,702 being wireless or 78%.
- Staff monitored seventeen Public Service Answering Points (PSAPs) with no findings.
- PSAP staff and PRPC staff performed 1,746 Network test calls.
- There were four outages during this quarter.
- The region received 1,746 text messages during this period, with the vast majority as test texts.

“Attachments”, FY23 Q2 Performance Report, QPR-00637

### **RECOMMENDATION**

Staff recommends that the PRPC Board of Directors accept the performance report as submitted for the second quarter of FY 2023 covering December, January, and February.



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## QPR-00637

Quarterly Performance Report Name	QPR-00637	Record Type	FY22-23
Strategic Plan	Panhandle Regional Planning Commission - 2022-2023 - Strategic Plan	Status	Pending Approval from 9-1-1 Program Manager
Due Date	3/10/2023	Budget	BDG-000404
Released Date		Biennium	2022-2023
Period	Year 2 - Q2	Biennium Year	2023

### Total Number of 9-1-1 Calls Received by PSAPs

Total # of 9-1-1 calls Target	28,000	Total # of 9-1-1 calls Actual	25,239
		Variance Explanation (Calls Received)	New MIS product is reporting fewer than old MIS product.

### Total Number of Wireless 9-1-1 Calls received by PSAPs

Number of Wireless Calls Target	19,000	Number of Wireless Calls Actual	19,702
		Variance Explanation (Wireless)	

### Number of Equipment Installations

# Equipment Installations Target	0	# Equipment Installations Actual	0
		Variance Explanation (Equipment)	

### Number of Reported 9-1-1 Network Outages that equal or exceed two hours

Number of Reported Outages Target	0	Number of Reported Outages Actual	4
		Variance Explanation (Network Outage)	More network events due to weather.

### Percentage of Total dollar value of purchasing and contracts awarded to HUBs

Target Percentage	0.01%	Actual Percentage	0.01%
		Variance Explanation (Percentage Total)	

### Number of PSAP Monitoring Visits

Number of PSAPs	11	Number of PSAPs Visits Actual	17
		Variance Explanation (PSAP Monitoring)	Did more than planned.



**Number of PSAPs transitioned to NG9-1-1 Systems**

Number of PSAPs  
Target 22

Number of PSAPs  
NG911 Actual 21

Variance Explanation  
(NG9-1-1) We closed the Roberts County PSAP.

**Number of Texts Received**

Number of Texts  
Received Target 500

Number of Texts  
Received Actual 1,746

Variance Explanation  
(Texts Received) More texts than expected.

**Amount of Time 9-1-1 System is Operational**

Target Amount of  
Minutes - Month 1 44,640

Amount of Minutes  
Actual - Month 1 44,640

Target Amount of  
Minutes - Month 2 44,640

Amount of Minutes  
Actual - Month 2 44,640

Target Amount of  
Minutes - Month 3 40,320

Amount of Minutes  
Actual - Month 3 40,320

Total Amount of  
Minutes Target 129,600.00

Total Amount of  
Minutes Actual 129,600

**% of GIS Errors**

Total Features Month  
1 141,849

Total Error Month 1 1,210

Total Features Month  
2 141,914

Total Error Month 2 1,223

Total Features Month  
3 142,063

Total Error Month 3 1,338

Total Features for the  
Quarter 425,826

Total Error for the  
Quarter 3,771

Total GIS% Error for  
the Quarter 0.89%

**Infosec**

Completed  
Assessment in last 12  
Months No

Enter Date of  
Assessment

**Network Testing**

# of Network Tests  
Performed by PSAP 1,286

# of Network Tests  
Performed by RPC 34

**Narrative**

Additional Narrative Completed Farm and Ranch show Nov 29th-Dec 1st, 2022. Location based routing by T-Mobile turned on this quarter. Started Regional Pub Ed program. Completely updated network diagram and loaded to strategic plan.

Created By Jessyka Vyner, 2/9/2023, 3:48 PM

Last Modified By Michael Peters, 3/10/2023, 11:22 AM

**Notes & Attachments**

PRPC Class of Service Monthly

PRPC Text to 911

Type **File**  
 Last Modified **Michael Peters**  
 Description  
[Download](#)

Type **File**  
 Last Modified **Michael Peters**  
 Description  
[Download](#)

**FY23 Q2 AT&T System Availability**

Type **File**  
 Last Modified **Jessyka Vyner**  
 Description  
[Download](#)

**FY23 Q2 GIS Data**

Type **File**  
 Last Modified **Jessyka Vyner**  
 Description  
[Download](#)

**Approval History****3/10/2023, 11:22 AM**

Status **Pending**  
 Assigned To **9-1-1 Program Manager**  
 Actual Approver **9-1-1 Program Manager**  
 Comments

**3/10/2023, 11:22 AM**

Status **Submitted**  
 Assigned To **Michael Peters**  
 Actual Approver **Michael Peters**  
 Comments **We have our fingers crossed. Thanks for all of your help. Mike**

**Performance Categories****PC-0025963**

Record Type **Outages**  
 Account **Panhandle Regional Planning Commission**  
 PSAP **Collingsworth County Sheriffs Office**  
 Date of Visit  
 Was there a finding?  
 Type of Finding  
 Resolution **Repaired/Resolved**  
 Was this a Repeat Finding?

**PC-0025948**

Record Type **PSAP Monitoring**  
 Account **Panhandle Regional Planning Commission**  
 PSAP **Armstrong County Sheriffs Office**  
 Date of Visit **2/16/2023**  
 Was there a finding? **No**  
 Type of Finding  
 Resolution  
 Was this a Repeat Finding?

**PC-0025960**

Record Type **Outages**  
 Account **Panhandle Regional Planning Commission**  
 PSAP **Lipscomb County Sheriffs Office**  
 Date of Visit  
 Was there a finding?  
 Type of Finding  
 Resolution **Repaired/Resolved**

Was this a Repeat Finding?

**PC-0025964**

---

Record Type	<b>Network Diagram Changes</b>
Account	<b>Panhandle Regional Planning Commission</b>
PSAP	<b>Armstrong County Sheriffs Office</b>
Date of Visit	
Was there a finding?	
Type of Finding	
Resolution	
Was this a Repeat Finding?	

**PC-0025972**

---

Record Type	<b>Network Diagram Changes</b>
Account	<b>Panhandle Regional Planning Commission</b>
PSAP	<b>Donley County Sheriffs Office</b>
Date of Visit	
Was there a finding?	
Type of Finding	
Resolution	
Was this a Repeat Finding?	

**PC-0025965**

---

Record Type	<b>Network Diagram Changes</b>
Account	<b>Panhandle Regional Planning Commission</b>
PSAP	<b>Borger Police Department</b>
Date of Visit	
Was there a finding?	
Type of Finding	
Resolution	
Was this a Repeat Finding?	

**PC-0025943**

---

Record Type	<b>PSAP Monitoring</b>
Account	<b>Panhandle Regional Planning Commission</b>
PSAP	<b>Carson County Sheriffs Office</b>
Date of Visit	<b>1/11/2022</b>
Was there a finding?	<b>No</b>
Type of Finding	
Resolution	
Was this a Repeat Finding?	

**PC-0025944**

---

Record Type	<b>PSAP Monitoring</b>
Account	<b>Panhandle Regional Planning Commission</b>
PSAP	<b>Pampa Police Department</b>
Date of Visit	<b>1/11/2022</b>
Was there a finding?	<b>No</b>
Type of Finding	
Resolution	
Was this a Repeat Finding?	

**PC-0025951**

Record Type	<b>PSAP Monitoring</b>
Account	<b>Panhandle Regional Planning Commission</b>
PSAP	<b>Childress County Sheriffs Office</b>
Date of Visit	<b>2/16/2023</b>
Was there a finding?	<b>No</b>
Type of Finding	
Resolution	
Was this a Repeat Finding?	

**PC-0025945**

---

Record Type	<b>PSAP Monitoring</b>
Account	<b>Panhandle Regional Planning Commission</b>
PSAP	<b>Lipscomb County Sheriffs Office</b>
Date of Visit	<b>1/11/2022</b>
Was there a finding?	<b>No</b>
Type of Finding	
Resolution	
Was this a Repeat Finding?	

**PC-0025946**

---

Record Type	<b>PSAP Monitoring</b>
Account	<b>Panhandle Regional Planning Commission</b>
PSAP	<b>Wheeler County Sheriffs Office</b>
Date of Visit	<b>2/10/2023</b>
Was there a finding?	<b>No</b>
Type of Finding	
Resolution	
Was this a Repeat Finding?	

**PC-0025947**

---

Record Type	<b>PSAP Monitoring</b>
Account	<b>Panhandle Regional Planning Commission</b>
PSAP	<b>Pampa Police Department</b>
Date of Visit	<b>2/10/2023</b>
Was there a finding?	<b>No</b>
Type of Finding	
Resolution	
Was this a Repeat Finding?	

**PC-0025954**

---

Record Type	<b>PSAP Monitoring</b>
Account	<b>Panhandle Regional Planning Commission</b>
PSAP	<b>Castro County Sheriffs Office</b>
Date of Visit	<b>2/24/2023</b>
Was there a finding?	<b>No</b>
Type of Finding	
Resolution	
Was this a Repeat Finding?	

**PC-0025949**

---

Record Type	<b>PSAP Monitoring</b>
Account	<b>Panhandle Regional Planning Commission</b>
PSAP	<b>Donley County Sheriffs Office</b>

Date of Visit **2/16/2023**  
Was there a finding? **No**  
Type of Finding  
Resolution  
Was this a Repeat Finding?

**PC-0025950**

Record Type **PSAP Monitoring**  
Account **Panhandle Regional Planning Commission**  
PSAP **Hall County Jail**  
Date of Visit **2/16/2023**  
Was there a finding? **No**  
Type of Finding  
Resolution  
Was this a Repeat Finding?

**PC-0025952**

Record Type **PSAP Monitoring**  
Account **Panhandle Regional Planning Commission**  
PSAP **Collingsworth County Sheriffs Office**  
Date of Visit **2/16/2023**  
Was there a finding? **No**  
Type of Finding  
Resolution  
Was this a Repeat Finding?

**PC-0025955**

Record Type **PSAP Monitoring**  
Account **Panhandle Regional Planning Commission**  
PSAP **Hereford Police Department**  
Date of Visit **2/24/2023**  
Was there a finding? **No**  
Type of Finding  
Resolution  
Was this a Repeat Finding?

**PC-0025953**

Record Type **PSAP Monitoring**  
Account **Panhandle Regional Planning Commission**  
PSAP **Tulia Police Department**  
Date of Visit **2/24/2023**  
Was there a finding? **No**  
Type of Finding  
Resolution  
Was this a Repeat Finding?

**PC-0025956**

Record Type **PSAP Monitoring**  
Account **Panhandle Regional Planning Commission**  
PSAP **Parmer County Sheriffs Office**  
Date of Visit **2/24/2023**  
Was there a finding? **No**  
Type of Finding

Resolution  
Was this a Repeat Finding?

**PC-0025957**

---

Record Type **PSAP Monitoring**  
Account **Panhandle Regional Planning Commission**  
PSAP **Carson County Sheriffs Office**  
Date of Visit **2/15/2023**  
Was there a finding? **No**  
Type of Finding  
Resolution  
Was this a Repeat Finding?

**PC-0025958**

---

Record Type **PSAP Monitoring**  
Account **Panhandle Regional Planning Commission**  
PSAP **Pampa Police Department**  
Date of Visit **2/15/2023**  
Was there a finding? **No**  
Type of Finding  
Resolution  
Was this a Repeat Finding?

**PC-0025959**

---

Record Type **PSAP Monitoring**  
Account **Panhandle Regional Planning Commission**  
PSAP **Hereford Police Department**  
Date of Visit **1/6/2023**  
Was there a finding? **No**  
Type of Finding  
Resolution  
Was this a Repeat Finding?

**PC-0025961**

---

Record Type **Outages**  
Account **Panhandle Regional Planning Commission**  
PSAP **Lipscomb County Sheriffs Office**  
Date of Visit  
Was there a finding?  
Type of Finding  
Resolution **Repaired/Resolved**  
Was this a Repeat Finding?

**PC-0025969**

---

Record Type **Network Diagram Changes**  
Account **Panhandle Regional Planning Commission**  
PSAP **Collingsworth County Sheriffs Office**  
Date of Visit  
Was there a finding?  
Type of Finding  
Resolution  
Was this a Repeat Finding?

**PC-0025962**

---

Record Type	<b>Outages</b>
Account	<b>Panhandle Regional Planning Commission</b>
PSAP	<b>Donley County Sheriffs Office</b>
Date of Visit	
Was there a finding?	
Type of Finding	
Resolution	<b>Repaired/Resolved</b>
Was this a Repeat Finding?	

**PC-0025986**

---

Record Type	<b>Network Diagram Changes</b>
Account	<b>Panhandle Regional Planning Commission</b>
PSAP	<b>Wheeler County Sheriffs Office</b>
Date of Visit	
Was there a finding?	
Type of Finding	
Resolution	
Was this a Repeat Finding?	

**PC-0025970**

---

Record Type	<b>Network Diagram Changes</b>
Account	<b>Panhandle Regional Planning Commission</b>
PSAP	<b>Dallam County Sheriffs Office</b>
Date of Visit	
Was there a finding?	
Type of Finding	
Resolution	
Was this a Repeat Finding?	

**PC-0025984**

---

Record Type	<b>Network Diagram Changes</b>
Account	<b>Panhandle Regional Planning Commission</b>
PSAP	<b>Sherman County Sheriffs Office</b>
Date of Visit	
Was there a finding?	
Type of Finding	
Resolution	
Was this a Repeat Finding?	

**PC-0025981**

---

Record Type	<b>Network Diagram Changes</b>
Account	<b>Panhandle Regional Planning Commission</b>
PSAP	<b>Pampa Police Department</b>
Date of Visit	
Was there a finding?	
Type of Finding	
Resolution	
Was this a Repeat Finding?	

**PC-0025966**

---

Record Type	<b>Network Diagram Changes</b>
Account	<b>Panhandle Regional Planning Commission</b>

PSAP **Carson County Sheriffs Office**  
Date of Visit  
Was there a finding?  
Type of Finding  
Resolution  
Was this a Repeat Finding?

**PC-0025980**

Record Type **Network Diagram Changes**  
Account **Panhandle Regional Planning Commission**  
PSAP **Oldham County Sheriffs Office**  
Date of Visit  
Was there a finding?  
Type of Finding  
Resolution  
Was this a Repeat Finding?

**PC-0025967**

Record Type **Network Diagram Changes**  
Account **Panhandle Regional Planning Commission**  
PSAP **Castro County Sheriffs Office**  
Date of Visit  
Was there a finding?  
Type of Finding  
Resolution  
Was this a Repeat Finding?

**PC-0025968**

Record Type **Network Diagram Changes**  
Account **Panhandle Regional Planning Commission**  
PSAP **Childress County Sheriffs Office**  
Date of Visit  
Was there a finding?  
Type of Finding  
Resolution  
Was this a Repeat Finding?

**PC-0025985**

Record Type **Network Diagram Changes**  
Account **Panhandle Regional Planning Commission**  
PSAP **Tulia Police Department**  
Date of Visit  
Was there a finding?  
Type of Finding  
Resolution  
Was this a Repeat Finding?

**PC-0025973**

Record Type **Network Diagram Changes**  
Account **Panhandle Regional Planning Commission**  
PSAP **Hall County Jail**  
Date of Visit  
Was there a finding?



Type of Finding  
Resolution  
Was this a Repeat Finding?

**PC-0025982**

---

Record Type **Network Diagram Changes**  
Account **Panhandle Regional Planning Commission**  
PSAP **Parmer County Sheriffs Office**  
Date of Visit  
Was there a finding?  
Type of Finding  
Resolution  
Was this a Repeat Finding?

**PC-0025974**

---

Record Type **Network Diagram Changes**  
Account **Panhandle Regional Planning Commission**  
PSAP **Hansford County Sheriffs Office**  
Date of Visit  
Was there a finding?  
Type of Finding  
Resolution  
Was this a Repeat Finding?

**PC-0025976**

---

Record Type **Network Diagram Changes**  
Account **Panhandle Regional Planning Commission**  
PSAP **Hemphill County Sheriffs Office**  
Date of Visit  
Was there a finding?  
Type of Finding  
Resolution  
Was this a Repeat Finding?

**PC-0025977**

---

Record Type **Network Diagram Changes**  
Account **Panhandle Regional Planning Commission**  
PSAP **Hereford Police Department**  
Date of Visit  
Was there a finding?  
Type of Finding  
Resolution  
Was this a Repeat Finding?

**PC-0025978**

---

Record Type **Network Diagram Changes**  
Account **Panhandle Regional Planning Commission**  
PSAP **Lipscomb County Sheriffs Office**  
Date of Visit  
Was there a finding?  
Type of Finding  
Resolution  
Was this a Repeat Finding?

**PC-0025979**

---

Record Type	<b>Network Diagram Changes</b>
Account	<b>Panhandle Regional Planning Commission</b>
PSAP	<b>Moore County Sheriffs Office</b>
Date of Visit	
Was there a finding?	
Type of Finding	
Resolution	
Was this a Repeat Finding?	

**PC-0025983**

---

Record Type	<b>Network Diagram Changes</b>
Account	<b>Panhandle Regional Planning Commission</b>
PSAP	<b>Perryton Police Department</b>
Date of Visit	
Was there a finding?	
Type of Finding	
Resolution	
Was this a Repeat Finding?	

**PC-0026019**

---

Record Type	<b>PSAP Monitoring</b>
Account	<b>Panhandle Regional Planning Commission</b>
PSAP	<b>Hemphill County Sheriffs Office</b>
Date of Visit	<b>1/11/2023</b>
Was there a finding?	<b>No</b>
Type of Finding	
Resolution	
Was this a Repeat Finding?	<b>No</b>

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# ITEM 10

## **M E M O R A N D U M**

**DATE:** March 23, 2023

**TO:** PRPC Board of Directors

**FROM:** John Schaumburg, Regional 9-1-1 network, GIS Program Manager

**THROUGH:** Dustin Meyer, Executive Director

**SUBJECT:** Agenda Item 10  
Panhandle Regional 9-1-1 Network Interlocal Agreements for E9-1-1  
Service and Public Safety Access Point Equipment.

### **BACKGROUND**

A requirement of the Commission on State Emergency Communications (CSEC) is to maintain interlocal contracts between the Texas Councils of Government and the agencies responsible for each 9-1-1 PSAP or Public Safety Answering Point.

The interlocal agreements explain the requirements of both the PRPC and the agency responsible for the PSAP. These contracts renew in conjunction with the State's fiscal biennium. This new two-year cycle begins September 1<sup>st</sup>, 2023. As we are nearing a new funding cycle, the old contracts will soon expire and we have begun the process of renewing these agreements with the 21 cities or counties that are responsible for operating the program's 9-1-1 call taking centers. The only change to the agreements will be to renew the term of the document to expire with the next biennium or August 31<sup>st</sup> of 2025 in Article 12 page 7. Attached you will find a sample resolution and interlocal agreement for the City of Pampa.

### **RECOMMENDATION:**

Staff recommends the PRPC Board of Directors authorize the Executive Director to execute interlocal agreements for 9-1-1 service and public safety answering point equipment with 21 regional Cities and Counties operating 9-1-1 public safety answering points.

## RESOLUTION

**WHEREAS**, the 9-1-1 Emergency Telephone Number is the dedicated nationwide emergency number for police, fire and ambulance which provides major life saving advantages to citizens and public safety agencies; and

**Whereas**, the Panhandle Regional Planning Commission has since 1989, developed plans for the establishment, operation and maintenance of 9-1-1 services in the Panhandle area; and

**Whereas**; the Local Government has previously appointed the Panhandle Regional Planning Commission as administrator of Local Government's 9-1-1 program; and

**Whereas**; the proposed Interlocal Agreement for 9-1-1 Service and Equipment is required by the Commission on State Emergency Services to insure funding for Local Governments 9-1-1 service;

**NOW, THEREFORE, BE IT RESOLVED** that the CITY OF PAMPA, TEXAS

1. Has reviewed the proposed Interlocal Agreement for 9-1-1 Service and Equipment.
2. The proposed Interlocal Agreement is hereby ratified and approved.
3. That the person executing the Interlocal Agreement is authorized and directed to execute said Interlocal Agreement on behalf of their governing body.

APPROVED AND ADOPTED on the \_\_\_\_\_ day of \_\_\_\_\_, 2023

\_\_\_\_\_  
SIGNED

Mayor Lance DeFever

Attest:

City Secretary

## **INTERLOCAL AGREEMENT FOR E9-1-1 SERVICE & PSAP EQUIPMENT**

### Article 1: Parties & Purpose

- 1.1 The Panhandle Regional Planning Commission (PRPC) is a regional planning commission and political subdivision of the State of Texas organized and operating under the Texas Regional Planning Act of 1965, as amended, Chapter 391 of the Local Government Code. PRPC has developed a Strategic Plan (Plan or Strategic Plan) to establish and maintain 9-1-1 emergency telephone service in State Planning Region 1, and the Commission on State Emergency Communications (CSEC or Commission) has approved its current Plan.
- 1.2 **CITY OF PAMPA, TEXAS** is a local government that operates one or more Public Safety Answering Points (PSAPs) that assist in implementing the Plan as authorized by Chapter 771 of the Health and Safety Code.
- 1.3 This contract is entered into between PRPC and Local Government under Chapter 791 of the Government Code so that Local Government can participate in the enhanced 9-1-1 emergency telephone system in the region.
- 1.4 The Commission on State Emergency Communications as authorized by Health & Safety Code, Chapter 771, is the oversight and funding authority for regional councils implementing 9-1-1 .

### Article 2: Stipulations

As required by the Memorandum of Understanding (MOU) that has been executed between the PRPC and the CSEC, the PRPC shall execute interlocal agreements between itself and its member local governments and/or PSAPs relating to the planning, development, operation, and provision of 9-1-1 service, the use of 9-1-1 funds and adherence to applicable law. At a minimum, the parties of this contract agree:

- 2.1 To comply with applicable provisions of the state's Uniform Grant Management Standards (UGMS);
- 2.2 That the PRPC may withhold, decrease, or seek reimbursement of 9-1-1 funds in the event that those 9-1-1 funds were used in noncompliance with applicable law and/or CSEC Rules;
- 2.3 That local government and PSAPs shall return or reimburse the PRPC and/or the Commission, as applicable, any 9-1-1 funds used in noncompliance with applicable law and/or CSEC Rules;
- 2.4 That such return or reimbursement of 9-1-1 funds to the PRPC and/or the Commission, as applicable, shall be made by the Local Government or PSAP within 60 days after demand by the PRPC, unless an alternative repayment plan is approved by the PRPC and then submitted to the Commission for approval;
- 2.5 To comply with the UGMS applicable law and/or CSEC Rules in regards to the ownership, transfer of ownership, and/or control of equipment acquired with 9-1-1 funds; in connection with the provision of 9-1-1 services (9-1-1 equipment);
- 2.6 To maintain a current inventory of all 9-1-1 equipment consistent with UGMS, applicable law and/or CSEC rules;

## Interlocal Agreement 9-1-1 Service & Equipment

- 2.7 To reimburse PRPC and/or Commission for damage to the 9-1-1 equipment caused by intentional misconduct, abuse, misuse or negligence by PSAP employees; though this provision shall not include ordinary wear and tear or ordinary day to day use of equipment;
- 2.8 That the PRPC and Local Governments and/or PSAPS will maintain accurate fiscal records and supporting documentation of all 9-1-1 funds distributed to such Local Governments and PSAPs and all 9-1-1 funds spent by such Local Governments and PSAPs for 9-1-1 service, consistent with UGMS, applicable law and/or CSEC Rules, and as approved in the Prep's current strategic plan;
- 2.9 That the Commission or its duly authorized representative shall have access to and the right to examine all books, accounts, records, files, and/or other papers, or property pertaining to 9-1-1 service, belonging to or in use by the Local Government and/or the PSAP;
- 2.10 To recognize that the Commission reserves the right to perform on-site monitoring of the PRPC and/or its performing Local Governments or PSAPs for compliance with applicable law, and the PRPC and Local Government agree to cooperate fully with such on-site monitoring.

## Article 3: Program Deliverables - 9-1-1 Equipment & Data

Local Government agrees to comply with all applicable law, CSEC Rules and PRPC policies in providing the following deliverables to this contract. To the extent that PRPC policies are not consistent with applicable law, the applicable law will prevail.

### Ownership, Transference & Disposition

- 3.1 The PRPC shall establish ownership of all property and equipment located within Local Government's jurisdiction. The PRPC may maintain ownership, or it may agree to transfer ownership to the Local Government. Before any such transfer of ownership, the PRPC should evaluate the adequacy of controls of the prospective receiver to ensure that sufficient controls and security exist by which to protect and safeguard the equipment purchased with 9-1-1 funds for the purpose of delivery of 9-1-1 calls.
- 3.2 Equipment shall be categorized by type, according to CSEC Rules.
- 3.3 Ownership and transfer-of-ownership documents shall be prepared by the PRPC upon establishing ownership, or transference of ownership of any such equipment, in accordance with UGMS and the State Comptroller of Public Accounts.
- 3.4 The Local Government shall provide adequate insurance policies on any equipment owned by the PRPC and housed at Local Government offices. Such insurance must provide for the replacement of the equipment in cases of loss where applicable.
- 3.5 Responsibilities over property and equipment should be properly segregated among employees.
- 3.6 Upon disposition of equipment due to obsolescence, failure, or other planned replacement, transfer documents and Capital Recovery Asset Disposal Notices (as

## Interlocal Agreement 9-1-1 Service & Equipment

required by CSEC Rules) shall be prepared by PRPC in accordance with UGMS and the State Comptroller of Public Accounts.

### Inventory

- 3.7 The owner of the equipment shall maintain property records, reconciled to the entity's general ledger account at least once per year, in accordance with CSEC Rules, UGMS and the State Property Accounting Policy and Procedures manual.
- 3.8 The owner of the equipment, or the party to whom responsibility is assigned, shall cooperate with the PRPC to provide inventory information for the Annual Certification of 9-1-1 Program Assets, as required by CSEC Rules.
- 3.9 All property and equipment should be tagged with identification labels.
- 3.10 A physical inventory shall be conducted at least once per year.
- 3.11 Any lost or stolen equipment shall be reported to the PRPC as soon as possible, and shall be duly investigated by Local Government and PRPC.

### Security

- 3.12 Protect the 9-1-1 equipment and secure the premises of its PSAP against unauthorized entrance or use.
- 3.13 Operate within standard procedures, as established by PRPC, and take appropriate security measures as may be necessary, to ensure that non-CSEC approved third-party software applications cannot be integrated into the PSAP Customer Premise Equipment or Integrated Workstations as outlined in CSEC Rules,
- 3.14 Adhere to Health & Safety Code, Section 771, Confidentiality of Information in maintaining 9-1-1 and other databases.

### Maintenance

- 3.15 Practice preventive maintenance of the 9-1-1 equipment, software and databases.
- 3.16 Upgrade its 9-1-1 equipment and software, as authorized in the current Plan.
- 3.17 In instances of damage to any equipment purchased with 9-1-1 funds due to intentional misconduct, abuse, misuse or negligence by Local Government employees, Local Government agrees to reimburse PRPC for the cost of replacing and/or repairing said equipment.

### Supplies

- 3.17 Purchase supplies necessary for the continuous operation of its 9-1-1 CPE, and ancillary equipment, as outlined in the approved PRPC Strategic Plan, and in compliance with proper procurement procedures.



## Interlocal Agreement 9-1-1 Service & Equipment Training

### Training

- 3.19 Provide calltakers and/or dispatchers access to emergency communications training as approved in the Strategic Plan, or as determined by Local Government.
- 3.20 Notify PRPC of any new 9-1-1 calltakers/dispatchers and schedule for training as soon as possible.

### Operations

- 3.21 Designate a single point of contact for PRPC and provide related contact information.
- 3.22 Coordinate with PRPC and local elected officials in the planning for, implementation and operation of all 9-1-1 equipment.
- 3.23 Monitor the 9-1-1 calltakers/dispatchers and equipment and report any failures or maintenance issues immediately to the appropriate telco or vendor and PRPC.
- 3.24 Keep a log of all trouble reports and make copies available to PRPC as needed.
- 3.25 Notify PRPC of any and all major service-affecting issues or issues needing escalation within a service provider's organization.
- 3.26 Test all 9-1-1 and Ancillary equipment for proper operation and user familiarity for basic call scenarios, including at a minimum:
  - a. Daily recommended testing of the following, and required documentation of the following tests at a minimum of once a week:
    - 1. Wireline voice call to 9-1-1,
    - 2. Wireless voice call to 9-1-1,
    - 3. Text to 9-1-1.
  - b. Monthly testing of:
    - 1. ANI/ALI verification,
    - 2. Recording,
    - 3. Printer,
    - 4. Call transfer functionality,
    - 5. Abandoned call and return dial,
    - 6. TTY/TDD call (stand-alone TTY and/or built in TTY function),
    - 7. ANI call back,
    - 8. Ancillary equipment functionality.
- 3.27 Log all TTY/TDD calls, as required by the Americans with Disabilities Act and submit copies of the logs to the PRPC on an as-needed basis.
- 3.28 Limit access to all 9-1-1 equipment and related data only to authorized public safety personnel. Notify PRPC of any and all requests for such data prior to release of any 9-1-1 data.
- 3.29 Make no changes to 9-1-1 equipment, software or programs without prior written consent from PRPC.
- 3.30 Provide a safe and healthy environment for all 9-1-1 calltakers/dispatchers.
- 3.31 PSAP will provide continuous personnel/staff to receive 9-1-1 calls and, as appropriate, to dispatch public safety services or to extend, transfer, or relay 9-1-1 calls to appropriate public safety agencies.

## Interlocal Agreement 9-1-1 Service & Equipment

### Performance Monitoring

- 3.31 Local Government agrees to fully cooperate with all monitoring requests from PRPC and/or Commission for the purposes of assessing and evaluating Local Government's performance of the deliverables specified in this contract, and as outlined in Performance Measures attached, and the Strategic Plan.

### Article. 4: Procurement

- 4.1 The PRPC agrees to serve as Local Government's agent and purchase on Local Government's behalf the 9-1-1 equipment, software, services, and other items described in the current strategic plan.
- 4.2 The PRPC and the Local Government agree to use competitive procurement practices and procedures similar to those required by state law for cities or counties, as well as CSEC Rules.

### Article 5: Vendor Contract Administration

Local Government may not assign its rights or subcontract its duties under this contract without the prior written consent of PRPC. An attempted assignment or subcontract in violation of this paragraph is void.

### Article 6: Financial

- 6.1 The PRPC shall develop a plan to meet Local Government needs for the establishment and operation of 9-1-1 service throughout the region served, according to standards established by the CSEC, and reviewed and approved by the CSEC.
- 6.2 The provisioning of 9-1-1 service throughout the region shall be funded by emergency service fees and/or equalization surcharge, based upon priority and need, as established and provided by the CSEC, through the regional councils.
- 6.3 Allowable and disallowable expenditures shall be determined by the rules, policies and procedures as established by the CSEC, and as provided for the Local Government in the PRPC's approved strategic plan.

### Article 7: Records

- 7.1 Local Government agrees to maintain financial, statistical, and ANI/ALI records adequate to document its performance, costs, and receipts under this contract. Local Government agrees to maintain these records, at their offices for the current fiscal year and the previous two (2) fiscal years.
- 7.2 Local Government shall maintain records detailing the significant history of procurement, including the rationale for the method of procurement, the selection of contract type, the contractor selection or rejection and the basis for the contract price. Local Government agrees to maintain these records, at their offices, for the current fiscal year and the previous two fiscal (2) years.

## Interlocal Agreement 9-1-1 Service & Equipment

- 7.3 Local Government agrees to preserve the records for three years after receiving final payment under this contract; if an audit of or information in the records is disputed or the subject of litigation, Local Government agrees to preserve the records until the dispute or litigation is finally concluded, regardless of the expiration or early termination of this contract;
- 7.4 The PRPC and/or Commission is entitled to inspect and copy, during normal business hours, at Local Government offices where the records are maintained under this contract for as long as they are preserved. The PRPC is also entitled to visit Local Government's offices, talk to its personnel and audit its records all during normal business hours, to assist in evaluating its performance under this contract;
- 7.5 The PRPC agrees to notify Local Government at least 24 hours in advance of any intended visit for the purposes described in paragraph 7.4.
- 7.6 The Commission and the Texas State Auditor have the same inspection, copying, and visitation rights as the PRPC.

### Article 8: Nondiscrimination and Equal Opportunity

Local Government shall not exclude anyone from participating under this contract, deny anyone benefits under this contract, or otherwise unlawfully discriminate against anyone in carrying out this contract because of race, color, religion, sex, age, disability, handicap, or national origin.

### Article 9: Dispute Resolution

- 9.1 The parties desire to resolve disputes arising under this contract without litigation. Accordingly, if a dispute arises, the parties agree to attempt in good faith to resolve the dispute between them. To this end, the parties agree not to sue one another, except to enforce compliance with paragraphs 9.1 - 9.4, until they have exhausted the procedures set out in these paragraphs.
- 9.2 At the written request of either party, each party shall appoint one non-lawyer representative to negotiate informally and in good faith to resolve any dispute arising under this contract. The representatives appointed shall determine the location, format, frequency, and duration of the negotiations.
- 9.3 If the representatives cannot resolve the dispute within 30 calendar days after the first negotiation meeting, the parties agree to refer the dispute to a mutually designated legal mediator. Each party shall pay half the cost of the mediation services.
- 9.4 The parties agree to continue performing their duties under this contract, which are unaffected by the dispute, during the negotiation and mediation process.

## Interlocal Agreement 9-1-1 Service & Equipment

### Article 10: Suspension or Unavailability of Funds

Local Government acknowledges that PRPC's sole source of funding for this contract are the 9-1-1 fees collected by service providers and received by the PRPC. If fees sufficient to pay Local Government under this contract are not paid to PRPC, or if the CSEC does not authorize PRPC to use the fees to pay Local Government, PRPC may suspend payment to Local Government by giving Local Government notice of the suspension. The suspension is effective 10 calendar days after Local Government's receipt of the notice. Upon suspension of payment, Local Government's obligations under this contract are also suspended until PRPC resumes payment.

### Article 11: Notice to Parties

11.1 Notice under this contract must be in writing and received by the party against whom it is to operate. Notice must be mailed, registered or certified mail, return receipt requested to the party's address specified in paragraph 11.2. Notice is received by a party on the date shown on the return receipt.

11.2 PRPC's address is:

Panhandle Regional Planning Commission  
P.O. Box 9257  
Amarillo, Texas 79105  
Attention: Dustin Meyer,  
Executive Director

Local Government's address is:

City of Pampa  
P.O. Box 2499  
Pampa, TX 79066  
Attn: Lance DeFever, Mayor

11.3 A party may change its address by providing notice of the change in accordance with paragraph 11.1.

### Article 12: Effective Date and Term of Contract

This contract takes effect when signed on behalf of PRPC and Local Government and shall continue through August 31, 2025 unless either party notifies the other party of their desire to terminate the contract. Notice to terminate the contract must be provided in writing. Notice must be mailed registered or certified mail, return receipt requested to the parties address specified in paragraph 11.2. Notice to terminate the contract must be received 180 days prior to the termination of the contract. Any termination must be reviewed and approved by CSEC.

Interlocal Agreement 9-1-1 Service & Equipment

Article 13: Miscellaneous

- 13.1 Each individual signing this contract on behalf of a party warrants that he or she is legally authorized to do so and that the party is legally authorized to perform the obligations undertaken.
- 13.2 This contract states the entire agreement of the parties, and an amendment to it is not effective unless in writing and signed by all parties.
- 13.3 The following Attachments are part of this contract:
- a. Ownership Agreement;
  - b. Transfer of Ownership Agreement(s) if applicable;
  - c. PSAP Equipment & Operations Performance Measures;
  - d. CSEC Legislation, Rules, Policies and Procedures.
- 13.4 This contract is binding on and to the benefit of the parties' successors in interest.
- 13.5 This contract is executed in duplicate originals.

City of Pampa, Texas

Panhandle Regional  
Planning Commission

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Lance DeFever  
City Mayor

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Dustin Meyer  
Executive Director

## Interlocal Agreement 9-1-1 Service & Equipment

### **ATTACHMENTS**

Attachments to Interlocal Contract for E9-1-1 Service and PSAP Equipment:

The following documents are provided, hereafter, as part of this executed contract. Changes may not be made to the contract, or amendments to the contract, without written notice and modification of the original contract.

- A. Ownership Agreement;
- B. Transfer of Ownership Form(s), if applicable;
- C. PSAP Equipment & Operations Performance Measures;
- D. CSEC Legislation, Rules, Policies and Procedures.
- E. Daily and Monthly Test Log Sheets

**Attachment A**

**Ownership Agreement**

As stipulated in Article 3: Program Deliverables - 9-1-1 Database Equipment & Data, the PRPC shall establish ownership of all property and equipment purchased with 9-1-1 funds, and located within the Local Government's jurisdiction.

With the exception of equipment listed on the attached Transfer of Ownership documents, the Panhandle Regional Planning Commission hereby establishes all PSAP equipment located at 201 W. Kingsmill to be the property of the Panhandle Regional Planning Commission.

Equipment which has been properly transferred to City of Pampa, Texas via the attached Transfer of Ownership documents shall remain the property of recipient.

Owner agrees to all stipulations of this contract, including the safeguarding of all PSAP equipment through security measures, inventory identification and fiscal controls.

Local Government agrees to provide adequate insurance policies on the equipment housed at their offices. Such insurance must provide for the replacement of the equipment in cases of loss.

**Attachment B**

**Transfer of Ownership Form(s)**

Indicate the appropriate classification:      Transfer\_\_\_\_\_ Disposition\_\_\_\_\_

Please provide the following information in as much detail as possible.

Inventory Number	New Assignee:
Description	Location:
Serial Number	
Acquisition Date	Transfer Date
Acquisition Cost	
Vendor	
Invoice Number	
Purchase Order Number	
Condition	



## **Attachment C**

### **PSAP Equipment & Operations Performance Measures And Monitoring**

PRPC personnel will conduct site visits at least twice per year to evaluate the condition of equipment, efficiency of PSAP operations, and compliance with Article 3: Program Deliverables - 9-1-1 Database Equipment & Data.

#### Reports

In addition, PRPC may request that Local Government provide PRPC with specialized reports. These reports will not duplicate information readily available from vendors.

#### Logs

Upon request Local Government shall provide copies of trouble report logs, a list of service-affecting issues, Certification of TTY/TDD testing, and TTY/TDD call logs.

#### Quality Assurance Inspections

At least twice per year the PRPC and the PSAP shall conduct inspections of all 9-1-1 and network equipment located at each answering point. Inspections shall include phone position buttons/labels, trunks, printers, TTY/TDDs, UPS, recorders, ANI and ALI displays on each answering position, accessibility and condition of 9-1-1 equipment, and other items as identified by PRPC.

**Attachment D**

**CSEC Legislation, Rules, Policies and Procedures**

1. Commission Legislation: [http://www.911.state.tx.us/browse.php/rules\\_legislation](http://www.911.state.tx.us/browse.php/rules_legislation)
2. Commission Rules: [http://www.911.state.tx.us/browse.php/rules\\_legislation](http://www.911.state.tx.us/browse.php/rules_legislation)
3. Commission Program Policy Statements:  
[http://www.911.state.tx.us/browse.php/program\\_policy\\_statements](http://www.911.state.tx.us/browse.php/program_policy_statements)

**Attachment E**

**Daily and Monthly Test Log Sheets**

**9-1-1 Monthly Equipment Testing**

PSAP

Name: \_\_\_\_\_ Month: \_\_\_\_\_ Year: \_\_\_\_\_

Return Daily Testing Sheets to [aacker@theprpc.org](mailto:aacker@theprpc.org) or fax to Ami Acker at 806-373-3268

Date:	Wireline Call <input type="checkbox"/>	Wireless Call <input type="checkbox"/>	Text <input type="checkbox"/>
	ANI/ALI Verification <input type="checkbox"/>	Recording <input type="checkbox"/>	Printer <input type="checkbox"/>
Initials:	Call Transfer <input type="checkbox"/>	Abandoned Call <input type="checkbox"/>	Return Dial <input type="checkbox"/>
	TTY/TDD Call <input type="checkbox"/>	ANI Call Back <input type="checkbox"/>	<input type="checkbox"/>

Required monthly testing by PSAP as stipulated by article 3.26 of the Interlocal Agreement for E9-1-1  
Service and PSAP Equipment

**Attachment E (Continued)**

**Daily and Monthly Test Log Sheets**

**9-1-1 Call Test Log**

PSAP Name: \_\_\_\_\_ Month: \_\_\_\_\_ Year: \_\_\_\_\_

Return Daily Testing Sheets to [aacker@theprpc.org](mailto:aacker@theprpc.org) or fax to Ami Acker at 806-373-3268

Day	Time	Wireline Call	Wireless Call	Text	Initials	
1		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mandatory One Per Week
2		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mandatory One Per Week
9		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
14		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
15		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mandatory One Per Week
16		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
17		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
18		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
19		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
20		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
21		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
22		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mandatory One Per Week
23		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
24		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
25		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
26		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
27		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
28		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
29		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
30		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
31		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Documentation of a wireline voice call, a wireless voice call, and a text are required by PSAP as stipulated by article 3.26 of the Interlocal Agreement for E9-1-1 Service and PSAP Equipment

# ITEM 11

## **M E M O R A N D U M**

**DATE:** March 23, 2023

**TO:** PRPC Board of Directors

**FROM:** John Schaumburg, Regional 9-1-1 network, GIS Program Manager

**THROUGH:** Dustin Meyer, Executive Director

**SUBJECT:** Agenda Item 11  
Emergency Notification System 9-1-1 Database Use Interlocal  
Agreement with Sherman County

### **BACKGROUND**

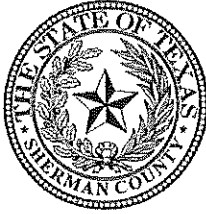
Sherman County recently approached staff regarding their desire to contract with their vendor, (Genasys Inc.) for emergency notification services. Sherman County has requested to use the 9-1-1 addressing database to provide current telephone numbers and their associated address records to Genasys Inc. to be used for the vendor's emergency callout function.

This data is not subject to public inspection and is confidential in accordance with Texas Health and Safety Code, Section 771.061 (a). The Commission on State Emergency Communications (CSEC) established rule 251.13 to allow the use of this data for emergency notification services, but several conditions must be met. Sherman County must enter into an Interlocal Agreement, which stipulates that both Sherman County and their vendor, Genasys Inc., must maintain the confidentiality of the provided 9-1-1 database. They also agree that use of the data be restricted to the emergency notification services. The request from Sherman County for access, as well as the proposed interlocal agreement, are attached to this memo. Once the agreements are all approved, PRPC will formally request authorization from CSEC.

Staff supports this arrangement and feels that it would benefit the residents of Sherman County.

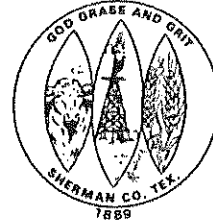
### **RECOMMENDATION**

PRPC staff recommends that the Board of Directors authorize the Executive Director of the PRPC to execute an Interlocal Agreement with Sherman County to have access to 9-1-1 database information for an emergency notification system.



*Terri Beth Carter*  
*Sherman County Judge*

P.O. Box 165 • Stratford, Texas 79084  
(806) 366-2021 • (806) 366-3011 Fax



March 14, 2023

Mike Peters  
Director, Emergency Communications  
Panhandle Regional Planning Commission  
415 SW 8<sup>th</sup> Avenue  
Amarillo TX 79101

Dear Mr. Peters,

Sherman County is in the process of contracting with Genasys Inc. to establish an emergency notification system for Sherman County and the residents of the municipalities within Sherman County. We are formally requesting permission to have access to 9-1-1 telephone and address data to incorporate into this system for the purpose of notifying Sherman County Residents about emergency situations. We will agree to an Interlocal Cooperation Contract with the Panhandle Regional Planning Commission and will follow the rules established in Texas Administrative Code §251.13 related to the confidentiality of this information.

Any costs associated with this project will be paid by Sherman County and the City of Stratford. Please feel free to reach out to me with any questions related to this request. We look forward to your assistance with this process.

Sincerely,

A handwritten signature in cursive script that reads "Terri Beth Carter".

Terri Beth Carter  
Sherman County Judge

## **EMERGENCY NOTIFICATION SYSTEM 9-1-1 DATABASE USE INTERLOCAL AGREEMENT**

This Agreement is entered into between the Panhandle Regional Planning Commission (PRPC) and Sherman County, a political subdivision of the State of Texas and herein referred to as the entity.

**WHEREAS**, Sherman County has expressed interest in providing an emergency notification system to the citizens of their respective area to include the citizens of Sherman County and the Cities of Stratford, and Texas residents of Texhoma, and;

**WHEREAS**, Genasys Inc. provides a service to assist municipalities and other organizations with emergency notification systems, and;

**WHEREAS**, it would be to the mutual benefit of the entity to establish a county wide alerting system, and;

**WHEREAS**, The State law provides and the Texas Attorney General has concluded, that the 9-1-1 database information is confidential and is not available for public inspection. (Texas Health & Safety Code, Section 771.061 (a); Texas Attorney General Open Records Decision 661, 1999. Release of the data contained in the 9-1-1 database is to be used for the purpose of warning or alerting citizens regarding information in an emergency situation where property or human life is in jeopardy and is to be maintained as confidential and not subject to public inspection in accordance with Texas Health and Safety Code, Section 771.061 (a).

**THEREFORE**, The Purpose of this agreement is to be in full compliance with rule 251.13 stated by The Commission on State Emergency Communications (CSEC) “The Use of the 9-1-1 Database for Emergency Notification Services.”

In accordance with rule 251.13 all parties agree that at the 9-1-1 database will only be used in emergency situation and will be kept confidential and not available to the public for inspection in accordance with Texas Health and Safety Code Section 771.061 (a).

Due to the confidential nature of the 9-1-1 database information and privacy of citizens with unlisted and unpublished numbers, PRPC will retain the right to withdraw their assistance if Sherman County or Genasys Inc., does not maintain the confidentiality of the information or misuse of the emergency notification service.



The cost for the operation of the Emergency Notification System, to include charges by Genasys Inc. and the 9-1-1 Database provider, shall be paid for by Sherman County. Charges for activation of the system will be sole responsibility of Sherman County. PRPC will not be liable for any costs incurred by the entity with 9-1-1 PSAPs associated with countywide emergency notification system

This Agreement supersedes any and all other agreement, either oral or in writing between the parties hereto with respect to the subject matter hereof, and no other agreement, statement or promises relating to the subject matter of the Agreement which is not contained herein shall be valid or binding.

The term of this Agreement shall be for a period of one (1) year from and after the date of execution hereof subject to other terminations rights of the parties as established in this document. At the end of the initial one (1) year term, unless either part gives written notice of termination, this Agreement shall automatically be extended for two (2) years. Either party may terminate this Agreement upon thirty (30) days written notice to the other party.

**PRPC**

**By:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Dustin Meyer, Executive Director**

**Sherman County**

**By:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Terri Beth Carter, Sherman County Judge**

# ITEM 12

## **MEMORANDUM**

**DATE:** March 23, 2023

**TO:** PRPC Board of Directors

**FROM:** Paige Goodell, Local Government Services Program Manager

**THROUGH:** Dustin Meyer, Executive Director

**SUBJECT:** Agenda Item 12  
Economic Development Advisory Committee (EDAC) Appointments

### **BACKGROUND**

Panhandle Regional Planning Commission was named as the Economic Development District for the Texas Panhandle by the U.S. Economic Development Administration (EDA) in 1978. Every three years PRPC seeks funding from EDA to facilitate the planning and implementation of economic development related strategies in the Texas Panhandle. Currently, the Economic Development District is in the second year of its three-year planning grant.

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

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

### **RECOMMENDATION**

Staff recommends approval by the PRPC Board of Directors of the presented slate of nominees to serve on the Economic Development Advisory Committee.

**ECONOMIC DEVELOPMENT ADVISORY COMMITTEE  
RECOMMENDED SLATE OF NOMINEES**

NAME	COUNTY	ORGANIZATION	TITLE
<b>Official</b>			
Guy Young	Briscoe County	Quitaque EDC	Chairman
Daniel Jackson	Castro County	City of Dimmitt/Dimmitt EDC	City Manager
Sheabree Nix	Childress County	Childress MDD	EDC Director
Jon Sessions	Collingsworth County	City of Wellington	City Manager
Joe Livingston	Dallam/Hartley County	Dalhart EDC	EDC Director
Kurt Jones	Deaf Smith County	Hereford EDC	EDC Director
David Dockery	Donley County	City of Clarendon	City Administrator
Cortnie Patterson	Gray County	Pampa Chamber	Chamber Director
Woodrow (Woody) Richardson	Hall County	City of Memphis	Alderman
Bonnie Thompson	Hansford County	Spearman EDC	EDC Director
Amy Fesser	Hutchinson County	Borger EDC	EDC Director
Mike Running	Moore County	Dumas EDC	EDC Director
Colby Waters	Ochiltree County	City of Perryton/Perryton CDC	Assistant City Manager/CDC Director
Jaci Roberson	Oldham County	Oldham Chamber	Chamber Director
Emma Rector	Parmer County	Friona EDC	EDC Director
Andrew Freeman	Potter County	City of Amarillo	Economic Development Manager/ACM
BJ Potts	Swisher County	City of Tulia/Tulia EDC	City Manager
Kristen Moudy	Wheeler County	Wheeler EDC	EDC Director
<b>Ex-Officio</b>			
Howard Heath	Armstrong County	City of Claude	City Secretary
Brenda Robinson	Carson County	Panhandle EDC	EDC Board Member
Remelle Farrar	Hemphill County	Canadian-Hemphill EDC	EDC Board Member
Karen Haddon	Lipscomb County	City of Booker	City Administrative Secretary
Stephanie Tucker	Randall County	Canyon EDC	EDC Director
Kay Swart	Roberts County	Miami EDC/CDC	EDC Director
Kathy Allen	Sherman County	Sherman CDC	CDC Director

New Appointment
Renewal of Term

# ITEM 13

## **MEMORANDUM**

**DATE:** March 23, 2023  
**TO:** PRPC Board of Directors  
**FROM:** Alex Guerrero, Local Government Services Director  
**THROUGH:** Dustin Meyer, Executive Director  
**SUBJECT:** Agenda Item 13  
Texas Community Development Program Project Management  
Services Interlocal Contract Amendments

### **BACKGROUND**

The Texas Department of Agriculture (TDA) has long been the funding agency for the Community Development Block Grant (CDBG) Program in the State of Texas. In late 2020 and early 2021, TDA solicited applications to the 2021/2022 TxCDBG program and PRPC assisted over 20 communities in the Panhandle to write, develop and submit applications to this long-standing program for basic water and sewer infrastructure improvements.

This body passed no-cost interlocal agreements for application development for each of these communities in order to comply with TDA requirements pertaining to procurement. The no-cost interlocal agreement is to maintain the long-standing history of providing application development at no cost to Panhandle communities. However, this interlocal agreement is designed to be easily amendment contingent upon funding for project management services.

Just recently, PRPC received notification that the remaining two panhandle communities would be receiving a TDA contract for TxCDBG funds totaling to the entirety of the applications submitted for the 2021/2022 Community Development Cycle. The below list is subject to change as the funding agency, TDA, prepares projects for funding.

This agenda item is to allow for the authorization of the Interlocal Amendment to carry out the administrative function and project management activities should the below projects receive grant funding. These activities are outlined in detail in the attached sample amendment and consist of:

- Project Management
- Financial Management
- Environmental Review
- Acquisition
- Construction Management
- Fair Housing/Equal Opportunity
- Audit/Close-out Procedures

Below is a list of the two remaining panhandle communities that are likely to receive a grant award. This list includes: project type, amount of TxCDBG funding, the match amount committed by each community, and the amount that will be paid to the PRPC for general administration functions associated with the grant.

Entity	Project	Specifics	CDBG	Match	Admin
City of Cactus	Sewer	Sewer Lines	\$350,000	\$113,565	\$35,000
City of Quitaque	Water	Water Lines/Generator/Water Well	\$350,000	\$17,500	\$35,000

### **RECOMMENDATION**

PRPC staff recommends that the Board of Directors authorize the Executive Director of the PRPC to execute amendments to the Interlocal Cooperation Contracts should the above noted communities receive a TxCDBG contract for PRPC to provide TxCDBG administration services.

# ITEM 14



## **M E M O R A N D U M**

**DATE:** March 23, 2023

**TO:** PRPC Board of Directors

**FROM:** Lori Gunn, Regional Services Director

**THROUGH:** Dustin Meyer, Executive Director

**SUBJECT:** Agenda Item 14  
FY23 State Homeland Security Program Project Prioritization  
Approval

### **BACKGROUND**

On March 14<sup>th</sup>, the Panhandle Regional Emergency Management Advisory Committee (PREMAC) met to evaluate the State Homeland Security Program (SHSP) proposals submitted for consideration under the Panhandle's FY23 SHSP grant program. In total, the PREMAC evaluated nine applications. After considering the written proposals and hearing the oral presentations made by each of the applicants, the PREMAC recommended that the nine projects be prioritized as shown below.

Project Name		Applicant	Req. Amount
1.	FY23 Regional Planning & Coordination Project	PRPC	\$99,500.00
2.	FY23 Regional PANCOM M&O Project	PRPC	\$264,499.16
3.	ST/CP FY22 PARIS Maintenance Project	PRPC	\$73,750.11
4.	FY23 Non-EMPG Emergency Operations Plan Update	PRPC	\$53,139.17
5.	FY23 Amarillo Regional Crime Center	City of Amarillo	\$112,000.00
6.	FY22 Amarillo Regional Bomb Squad Enhancement Project	City of Amarillo	\$52,993.24
7.	FY23 Amarillo CERT	City of Amarillo	\$26,118.32
8.	Emergency Response Team De-Escalation Devices	Moore County	\$0.00
9.	FY23 Regional AFIS Enhancement: AFIS Workstations	PRPC	\$0.00
Total Amount of Funding Requested:			\$682,000.00
FY23 Estimate:			\$682,000.00
Difference in Funds Requested vs. RBE:			<b>\$ 0.00</b>

Unlike last year, the Office of the Governor's Homeland Security Grants Division (HSGD) did not provide each Council of Government their Regional Budget

Estimate (RBE) for the local projects. However, we were told that we could estimate the allocation to be similar to what the region received the prior year. This allowed PRPC staff to give the PREMAC a better idea of what to expect by way of awards for those nine (9) projects that the PREMAC was prioritizing.

Even with this estimate, we still are not sure if this will be the final amount for the region, so we have given the HSGD a plan for these projects should the amount come in at various percentages points of the estimate. This uncertainty of the funding situation makes the next part of the PREMAC's recommendations all the more important.

Enclosed with this agenda item are those various funding scenarios.

**RECOMMENDATION:**

PRPC staff recommends the PRPC Board of Directors consider approval of the FY23 State Homeland Security Program project prioritizations and funding instructions developed and recommended by the Panhandle Regional Emergency Management Advisory Committee.

Panhandle Regional Emergency Management Advisory Committee's  
FY23 SHSP Funding Instructions

Priority	At 96% of the FY23 RBE	Funding at 96% of the FY23 RBE	At 98% of the FY23 RBE	Funding at 98% of the FY23 RBE	At 100% of the FY23 RBE	Funding at 100% of the FY23 RBE	At 102% of the FY23 RBE	Funding at 102% of the FY23 RBE	At 105% of the FY23 RBE	Funding at 105% of the FY23 RBE	At 110% of the FY23 RBE	Funding at 110% of the FY23 RBE	At 120% of the FY23 RBE	Funding at 120% of the FY23 RBE
1	FY23 Regional Planning & Coordination Project	\$99,500.00	FY23 Regional Planning & Coordination Project	\$99,500.00	FY23 Regional Planning & Coordination Project	\$99,500.00	FY23 Regional Planning & Coordination Project	\$99,500.00	FY23 Regional Planning & Coordination Project	\$99,500.00	FY23 Regional Planning & Coordination Project	\$99,500.00	FY23 Regional Planning & Coordination Project	\$99,500.00
2	FY23 Regional PANCOM M&O Project	\$258,719.16	FY23 Regional PANCOM M&O Project	\$261,926.48	FY23 Regional PANCOM M&O Project	\$264,499.16	FY23 Regional PANCOM M&O Project	\$273,139.16	FY23 Regional PANCOM M&O Project	\$286,599.16	FY23 Regional PANCOM M&O Project	\$308,699.16	FY23 Regional PANCOM M&O Project	\$351,909.16
3	ST/CP FY22 PARIS Maintenance Project	\$79,250.11	ST/CP FY22 PARIS Maintenance Project	\$75,750.11	ST/CP FY22 PARIS Maintenance Project	\$73,750.11	ST/CP FY22 PARIS Maintenance Project	\$73,750.11	ST/CP FY22 PARIS Maintenance Project	\$73,750.11	ST/CP FY22 PARIS Maintenance Project	\$73,750.11	ST/CP FY22 PARIS Maintenance Project	\$73,750.11
4	FY23 Non-EMPG Emergency Operations Plan Update	\$47,639.17	FY23 Non-EMPG Emergency Operations Plan Update	\$52,139.17	FY23 Non-EMPG Emergency Operations Plan Update	\$53,139.17	FY23 Non-EMPG Emergency Operations Plan Update	\$53,139.17	FY23 Non-EMPG Emergency Operations Plan Update	\$53,139.17	FY23 Non-EMPG Emergency Operations Plan Update	\$53,139.17	FY23 Non-EMPG Emergency Operations Plan Update	\$53,139.17
5	FY23 Amarillo Regional Crime Center	\$97,000.00	FY23 Amarillo Regional Crime Center	\$106,000.00	FY23 Amarillo Regional Crime Center	\$112,000.00	FY23 Amarillo Regional Crime Center	\$117,000.00	FY23 Amarillo Regional Crime Center	\$124,000.00	FY23 Amarillo Regional Crime Center	\$136,000.00	FY23 Amarillo Regional Crime Center	\$162,000.00
6	FY22 Amarillo Regional Bomb Squad Enhancement Project	\$52,993.24	FY22 Amarillo Regional Bomb Squad Enhancement Project	\$52,993.24	FY22 Amarillo Regional Bomb Squad Enhancement Project	\$52,993.24	FY22 Amarillo Regional Bomb Squad Enhancement Project	\$52,993.24	FY22 Amarillo Regional Bomb Squad Enhancement Project	\$52,993.24	FY22 Amarillo Regional Bomb Squad Enhancement Project	\$52,993.24	FY22 Amarillo Regional Bomb Squad Enhancement Project	\$52,993.24
7	FY23 Amarillo CERT	\$19,618.32	FY23 Amarillo CERT	\$20,051.00	FY23 Amarillo CERT	\$26,118.32	FY23 Amarillo CERT	\$26,118.32	FY23 Amarillo CERT	\$26,118.32	FY23 Amarillo CERT	\$26,118.32	FY23 Amarillo CERT	\$26,118.32
8	Emergency Response Team De-Escalation Devices	\$0.00	Emergency Response Team De-Escalation Devices	\$0.00	Emergency Response Team De-Escalation Devices	\$0.00	Emergency Response Team De-Escalation Devices	\$0.00	Emergency Response Team De-Escalation Devices	\$0.00	Emergency Response Team De-Escalation Devices	\$0.00	Emergency Response Team De-Escalation Devices	\$0.00
9	FY23 Regional AFIS Enhancement: AFIS Workstations	\$0.00	FY23 Regional AFIS Enhancement: AFIS Workstations	\$0.00	FY23 Regional AFIS Enhancement: AFIS Workstations	\$0.00	FY23 Regional AFIS Enhancement: AFIS Workstations	\$0.00	FY23 Regional AFIS Enhancement: AFIS Workstations	\$0.00	FY23 Regional AFIS Enhancement: AFIS Workstations	\$0.00	FY23 Regional AFIS Enhancement: AFIS Workstations	\$0.00
	RBE AMOUNT:	\$682,000.00	RBE AMOUNT:	\$682,000.00	RBE AMOUNT:	\$682,000.00	RBE AMOUNT:	\$682,000.00	RBE AMOUNT:	\$682,000.00	RBE AMOUNT:	\$682,000.00	RBE AMOUNT:	\$682,000.00
	Funding Proj. at 96%:	\$654,720.00	Funding Proj. at 98%:	\$668,360.00	Funding Proj. at 100%:	\$682,000.00	Funding Proj. at 102%:	\$695,640.00	Funding Proj. at 105%:	\$716,100.00	Funding Proj. at 110%:	\$750,200.00	Funding Proj. at 120%:	\$819,410.00
	Difference:	(\$27,280.00)	Difference:	(\$13,640.00)	Difference:	\$0.00	Difference:	\$13,640.00	Difference:	\$34,100.00	Difference:	\$68,200.00	Difference:	\$137,410.00

Fully Funded Projects	3	Fully Funded Projects	3	Fully Funded Projects	7	Fully Funded Projects	7	Fully Funded Projects	7	Fully Funded Projects	7	Fully Funded Projects	7
Avail. for Project 4	\$19,618.32	Avail. for Project 4	\$0.00	All Projects Fully Funded	-----	All Projects Fully Funded	-----	All Projects Funded	-----	All Projects Funded	-----	All Projects Funded	-----
% of LETPA Funding:	35.01%	% of LETPA Funding:	35.12%	% of LETPA Funding:	35.01%	% of LETPA Funding:	35.04%	% of LETPA Funding:	35.02%	% of LETPA Funding:	35.02%	% of LETPA Funding:	35.24%
Protection of Soft Target/ Crowded Places %:	20.2%	Protection of Soft Target/ Crowded Places %:	19.3%	Protection of Soft Target/ Crowded Places %:	18.6%	Protection of Soft Target/ Crowded Places %:	18.2%	Protection of Soft Target/ Crowded Places %:	17.7%	Protection of Soft Target/ Crowded Places %:	16.9%	Protection of Soft Target/ Crowded Places %:	9.0%
Information and Intelligence Sharing %:	14.8%	Information and Intelligence Sharing %:	15.9%	Information and Intelligence Sharing %:	16.4%	Intel and Information Sharing/Cooperation %:	16.8%	Intel and Information Sharing/Cooperation %:	17.3%	Intel and Information Sharing/Cooperation %:	18.1%	Intel and Information Sharing/Cooperation %:	19.8%
Community Preparedness and Resilience %:	3.0%	Community Preparedness and Resilience %:	3.0%	Community Preparedness and Resilience %:	3.8%	Community Preparedness and Resilience %:	3.8%	Community Preparedness and Resilience %:	3.6%	Community Preparedness and Resilience %:	3.5%	Community Preparedness and Resilience %:	3.2%

Funding at 96% RBE Instructions	Funding at 98% RBE Instructions	Funding at 100% RBE Instructions	Funding at 102% RBE Instructions	Funding at 105% RBE Instructions	Funding at 110% RBE Instructions	Funding at 120% RBE Instructions
Fund projects in the amounts shown above; which partially funds project 2 in the amount of \$258,719.16, project 4 in the amount of \$47,639.17, project 5 in the amount of \$97,000 and project 7 in the amount of \$19,642.00. Adding \$5,500.00 to project 3 bringing the new amount to \$79,250.11. Projects 8 and 9 are quality and should only be funded if there is de-obligated funds from other FYs available. Project 8 at the amount shown and project 9 at \$114,546	Fund projects in the amounts shown above; which partially funds project 2 in the amount of \$261,926.48, project 4 in the amount of \$52,139.17, project 5 in the amount of \$106,000 and project 6 in the amount of \$20,051. Adding \$2,000.00 to project 3, brining the new amount to \$75,750.11. Projects 8 and 9 are quality and should only be funded if there is de-obligated funds from other FYs available. Project 8 at the amount shown and project 9 at \$114,546.	Fund projects in the amounts shown above; which funds all projects in the amounts originally requested. Projects 8 and 9 are quality and should only be funded if there is de-obligated funds from other FYs available. Project 8 at the amount shown and project 9 at \$114,546.	Fund projects in the amounts shown above; adding \$8,640 to Project 2's and \$5,000 to Project 5's original application amounts; bringing the new project amounts to \$273,139.16 / 117,000.00 respectively. Projects 8 and 9 are quality and should only be funded if there is de-obligated funds from other FYs available. Project 8 at the amount shown and project 9 at \$114,546.	Fund projects in the amounts shown above; adding \$22,100 to Project 2's and \$12,000 to Project 5's original application amounts; bringing the new project amounts to \$286,599.16 / 124,000.00 respectively. Projects 8 and 9 are quality and should only be funded if there is de-obligated funds from other FYs available. Project 8 at the amount shown and project 9 at \$114,546.	Fund projects in the amounts shown above; adding \$44,2000 to Project 2's and \$24,000 to Project 5's original application amounts; bringing the new project amounts to \$308,699.16 / 1136,000.00 respectively. Projects 8 and 9 are quality and should only be funded if there is de-obligated funds from other FYs available. Project 8 at the amount shown and project 9 at \$114,546.	Fund projects in the amounts shown above; adding \$87,410 to Project 2's and \$50,000 to Project 5's original application amounts; bringing the new project amounts to \$351,909.16 / 162,000.00 respectively. Projects 8 and 9 are quality and should only be funded if there is de-obligated funds from other FYs available. Project 8 at the amount shown and project 9 at \$114,546.

- "Red Text" - The project at which project costs exceed the RBE amount
- "Black Text" - Funds added to project(s) to meet percentage requirements or if the final Regional Allocation exceeds the RBE

# ITEM 15

## **M E M O R A N D U M**

**DATE:** March 23, 2023

**TO:** PRPC Board of Directors

**FROM:** Lori Gunn, Regional Services Director

**THROUGH:** Dustin Meyer, Executive Director

**SUBJECT:** Agenda Item 15  
Panhandle Regional Emergency Preparedness Conference Registration  
Memorandum of Understanding with Texas A&M Engineering Extension

### **BACKGROUND**

The Panhandle Regional Emergency Preparedness (PREP) Conference is an annual conference hosted by the Panhandle Regional Planning Commission's Panhandle Regional Emergency Management Advisory Committee (PREMAC). The purpose is to help our various disciplines evolve their current mission and explore affordable methods to become more resilient. Over these last 13 years of the conference; first responders, elected officials/city management, medical personnel, emergency managers, industry partners, volunteers, and many other disciplines have attended this conference. Speakers from all over the country have presented a variety of topics that aid in the all-hazard planning needed to help our communities in times of disasters.

In years past, PRPC staff has managed the registration for the conference in-house. In FY22 PRPC worked with Texas A&M Engineering Extension Service (TEEX) to provide registration and payment assistance for the PREP conference. TEEX has streamlined the process giving one website for registrants. TEEX will take payments, print name badges and work with PRPC staff on marketing the conference. In addition to managing the online registration portal, TEEX will provide personnel to assist with conference registrants the day of the conference.

Under this memorandum of agreement, PRPC will invoice TEEX for all student fees collected minus four percent (4%) for each paying participant. The 4% covers TEEX costs from credit card transactions. These fees are in place to cover the cost of food and speakers and their travel. As with previous years, volunteer responders are free. Included with this agenda item is a draft of the Memorandum of Agreement with TEEX for the PREP Conference scheduled for September 21<sup>st</sup>.

### **RECOMMENDATION:**

PRPC Staff Recommends the authorization of the Executive Director to execute a memorandum of understanding with the Texas A&M Engineering Extension for registration services for the Panhandle Regional Emergency Preparedness Conference.

## MEMORANDUM OF AGREEMENT

This **Memorandum of Agreement ("MOA")** is entered into by and between Panhandle Regional Planning Commission ("Customer") and the Texas A&M Engineering Extension Service ("TEEX"), a member of the Texas A&M University System and an agency of the State of Texas, shown below as Contracting Parties (individually referred to as "Party" or collectively as the "Parties").

### I. CONTRACTING PARTIES:

The Receiving Party: Panhandle Regional Planning Commission, 415 S. W. 8<sup>th</sup> Street, P. O. Box 9257, Amarillo, Texas 79105 and TIN No. 75-1317291

The Performing Party: Texas A&M Engineering Extension Service, P.O. Box 40006, College Station, TX 77842 or 200 Technology Way, College Station, TX. 77845

#### Customer Point of Contact:

Name: Lori Gunnl

Address: P. O. Box 9257, Amarillo, Texas 79105

Phone: 806-372-3381

Email: lgunn@theprpc.org

#### TEEX Point of Contact:

Name: Henry Perry

P.O. Box 40006, College Station, TX 77842-4006

Phone: 979-500-6810

Email: henry.perry@teex.tamu.edu

### II. STATEMENT OF WORK PERFORMED:

All or part of the Statement of Work is approved on a TEEX GSA contract: \_\_\_\_ Yes ☒ No

If yes above, and the customer is GSA eligible, the approved portion is a GSA sale unless otherwise noted below:

☒ The Customer has verified this is not a GSA related sale.

\_\_\_\_ Other: (please state the reason)

Statement of Work dated February 17, 2023 (If attached please label as Attachment A.

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### III. MOA AMOUNT:

The total fixed-price amount of this MOA is: Twenty-One Dollars (\$21.00) per person.

### IV. PAYMENT FOR THE WORK:

- A. Payment for Work performed under this MOA shall be billed \_
- Panhandle Regional Planning Commission will invoice TEEX for all student fees collected minus the four percent (4%) for each paying participant.
  - TEEX will reimburse the Panhandle Regional Planning Commission net 30 upon the date invoice is received.

- B. TEEX is not responsible for any bank fees, wire transfer fees, etc., originating at the Customer's banking institution that are charged to the Customer for the service of providing the wire transfer of

funds to TEEX. All invoices that are not paid in full will be considered a "short pay", and TEEX will take appropriate action to collect the unpaid balance.

#### **V. TERM OF MOA:**

This MOA is to begin as of the date of the last signature and shall terminate October 1, 2023 unless earlier terminated in accordance with Section X below.

If this MOA is not signed by all Parties and returned to both Parties within sixty (60) days of date of the first signature below, then this MOA will be null and void and of no further effect.

#### **VI. INDEPENDENT CONTRACTOR:**

TEEX is an independent contractor and shall be free to exercise its discretion and independent judgment as to the method and means of performance of the Work provided to the Customer. TEEX employees are not employees of the Customer, and neither TEEX nor Customer's personnel will, by virtue of this MOA, be entitled or eligible to participate in any benefits or privileges given or extended by either Party to its employees.

#### **VII. USE OF PURCHASE ORDERS:**

To the degree that either or both of the Parties hereto find it convenient to employ their standard forms of purchase order or acknowledgment of order in administering the terms of this MOA, it or they may do so but none of the terms and conditions printed or otherwise appearing on or relating to such form shall be applicable except to the extent that it specifies information required to be furnished by either Party hereunder. The terms proposed by any such form are specifically objected to and shall not be used as a basis for any contract.

#### **VIII. PUBLICITY:**

Neither Party to this MOA may use the name of the other in news releases, publicity, advertising, or product promotion without the prior written consent of the other; however, TEEX may include the Customer's name, project title, and total MOA value in internal and external reports of awards received. Additionally, Customer acknowledges that TEEX is obligated to strictly comply with the Public Information Act, Chapter 552, Texas Government Code, in responding to any request for public information pertaining to this MOA.

#### **IX. ALTERNATIVE DISPUTE RESOLUTION**

The dispute resolution process provided in Chapter 2260, Texas Government Code, and the related rules adopted by the Texas Attorney General pursuant to Chapter 2260, shall be used by Customer and TEEX to attempt to resolve any claim for breach of this MOA made by Customer that cannot be resolved in the ordinary course of business. Customer shall submit written notice of a claim of breach of this MOA under this Chapter to the Deputy Director of TEEX, who shall examine Customer's claim and any counterclaim and negotiate with Customer in an effort to resolve the claim.

#### **X. TERMINATION:**

Both Parties reserve the right to terminate this MOA for reasonable cause or if it is determined the objectives of this MOA cannot be accomplished. A Party wishing to terminate this MOA must notify the other Party in writing thirty (30) days in advance and arrange for a mutual settlement of expenses incurred. TEEX will be paid for Work performed up to the date of termination, in accordance with the

terms of this MOA. If a mutual settlement of expenses cannot be reached, such early termination shall be subject to the equitable settlement of the respective interests of the Parties, accrued up to the date of termination. Termination of this MOA for any reason, does not relieve either Party of the obligations incurred prior to the termination.

#### **XI. SAVINGS CLAUSE:**

In the event that any provision of this MOA is held unenforceable for any reason, the remaining provisions of this MOA shall remain in full force and effect.

#### **XII. AMENDMENTS:**

No amendment to this MOA shall be valid unless it is made in a writing signed by the authorized representatives of both Parties.

#### **XIII. FORCE MAJEURE:**

If either Party fails to fulfill its obligations hereunder (other than an obligation for the payment of money), when such failure is due to an act of God, or other circumstance beyond its reasonable control, including but not limited to fire, flood, pandemic, epidemic, quarantine, national or regional emergencies, governmental order or action, civil commotion, riot, war (declared and undeclared), revolution, acts of foreign or domestic terrorism, or embargos, whether or not foreseeable or preventable through the exercise of reasonable diligence, occurs, is implemented or becomes effective during the term of this agreement and makes it unsafe (or gives rise to a health risk), impracticable, onerous, uneconomic, or burdensome for either Party to proceed with or continue the performance of the Services or any part thereof, then said failure shall be excused for the duration of such event and for such a time thereafter as is reasonable to enable the Parties to resume performance under this Agreement, provided however, that in no event shall such time extend for period of more than thirty (30) days.

#### **XIV. NOTICES:**

Formal notices provided under this MOA must be in writing and delivered by (i) U.S. Postal Service; (ii) certified mail, return receipt requested; (iii) hand delivered; (iv) email; or (v) delivery by a reputable overnight courier service (in the case of delivery by email the notice must be followed immediately by a copy of the notice being delivered by a means provided in (i), (ii), (iii), or (v)). The notice will be deemed given on the day the notice is received. In the case of notice by email, the notice is deemed received at the local time of the receiving machine, and if not received, then the date the follow-up copy is received. Notices must be delivered to the following addresses or at such other addresses as may be later designated in writing.

##### **Customer Contact:**

Name: Lori Gunn

Address: P. O. Box 9257, Amarillo, Texas 79105

Phone: 806-372-3268

Email: lgunn@theprpc.org

##### **TEEX Contact:**

Name: Tracy Foster

P.O. Box 40006, College Station, TX 77842-4006

Phone: 979-500-6626

Email: tracy.foster@teex.tamu.edu

#### **XV. EXPORT COMPLIANCE**

Customer certifies that none of its Representatives participating in the PRPC Conference is a "restricted party" as listed on the Denied Persons List, Entity List, and Unverified List (U.S. Department of



Commerce), the Debarred Parties Lists (U.S. Department of State), the Specially Designated Nationals and Blocked Persons List (U.S. Department of Treasury), or any similar governmental lists. However, Customer shall provide TEEX with names and citizenship information for all of Customer's Representatives participating in the PRPC Conference for purposes of additional due diligence.

#### **XVI. INTELLECTUAL PROPERTY**

Copyright ownership of all training models, curriculum, and materials ("work of authorship") delivered by TEEX under this MOA (whether created in the performance of this MOA or pre-existing) shall exclusively vest in TEEX. No rights are granted under such copyrights except as may be described in this MOA or stated in any training manuals or materials delivered as part of this MOA.

#### **XVII. CONFLICT OF INTEREST:**

By executing this MOA, Customer and each person signing on behalf of Customer certifies, and in the case of a sole proprietorship, partnership or corporation, each party thereto certifies as to its own organization, that to the best of their knowledge and belief, no member of The Texas A&M University System or The Texas A&M University System Board of Regents, nor any employee, or person, whose salary is payable in whole or in part by The Texas A&M University System, has direct or indirect financial interest in the award of this MOA, or in the services to which this MOA relates, or in any of the profits, real or potential, thereof.

#### **XVIII. GENERAL PROVISIONS:**

a. TEEX is an agency of the State of Texas and nothing in this MOA waives or relinquishes TEEX's right to claim any exemptions, privileges, or immunities as may be provided by law.

b. A Party's failure to enforce a provision of this MOA does not waive that that Party's ability to enforce such provision in any subsequent occurrence.

**The undersigned Parties bind themselves to the faithful performance of this MOA. This MOA constitutes the entire agreement between the Parties, and supersedes any previous contracts, understandings, or agreements of the Parties, whether verbal or written, concerning the subject matter of this MOA.**

Customer:

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Texas A&M Engineering Extension Service:

By: \_\_\_\_\_

Name: **Tracy Foster**

**Associate Agency Director/Chief**

Title: **Financial Officer**

Date: \_\_\_\_\_

# **Attachment A**

**February 17, 2023**

Statement of Services for the Panhandle Regional Planning Commission – PRPC  
Conference in Amarillo, TX., September 21, 2023

## **STATEMENT OF WORK:**

TEEX effort will consist of supporting the PRPC Conference training to include:

- On-line Register students into the TEEX student portal.
- Instructor qualification documents shall be provided to TEEX a minimum of 30 days prior to the training start date. (IE. Instructor Cert, SME Bio, CV)
- Class/Session documents shall be provided to TEEX a minimum of 30 days prior to the training start date. (IE. Class/Session Outline, PPT, Objectives)
- If requesting TCOLE and/or EMS CE be issued through TEEX, additional documentation may be required. Documents shall be provided to TEEX a minimum of 30 days prior to the training start date. TEEX cannot guarantee approval of continuing education by either TCOLE or DSHS.
- Prepare a course(s) flyer to be used for advertisement and posted on the TEEX extension website if requested. TEEX flyer shall be reviewed and approved by host agency.
- Host agency may submit a course(s) flyer in lieu of the TEEX flyer. Host flyer must be approved by TEEX and meet accessibility standards to be posted on TEEX website.
- Provide a TEEX representative monitoring of course deliveries and assist with student onsite registration if applicable.
- Require all local safety regulations to be adhered to according to the Authority Having Jurisdiction (AHJ).
- The TEEX Extension representative shall be notified immediately of any accidents or issues impacting operations or safety. Documentation of said issue or accident may be required.
- Provide a sign in sheet or similar processes to document student attendance.
- Require TEEX consent of medical treatment of a minor from be completed and submitted on the first day of class. If host agency allows minors to attend.
- Issue certificates of completion to all students and instructors who successfully complete the training objectives of the Third-Party Delivery through the TEEX Student Portal.

## **Delivery notes:**

- Training course per person fees are set by the PRPC Conference and will be collected by TEEX.
  - Price per person is Twenty-One Dollars (\$21.00).
- Maximum number of students for the class to be set by the PRPC Conference.
- TEEX will provide the PRPC Conference point of contact within three (3) business days after the event concludes:
  - the total number of participants attended.
  - the MOA#,
  - the Course/Sequence #

- the total fees collected by TEEX.
  - Host Agency TIN #
  - TEEX Representative email address to submit invoice for reimbursement.
- Guest Instructors will be enrolled as “guest instructors.”
- Participants that cancel within 14 calendar days of the start of class for classes with a tuition that is \$50.00 or less will not receive a refund. For classes with a tuition over \$50.01, participants will be charged a \$50.00 registration fee or 10% of the class tuition, whichever is greater, not to exceed \$500.00. Participants that cancel prior to 14 calendar days of the class start date will receive a full refund. Participants will receive their refund, less applicable fees, within 45 calendar days of the date of cancellation. If TEEX cancels a course, participants will be refunded all monies or transferred to another course delivery.
- Participants considered no shows for a class are not eligible for refunds.
- Participants who begin a class and withdraw before the completion of the class are not eligible for refunds.
- Participants who begin a class and are dismissed by TEEX before the completion of the class are not eligible for refunds.