

PANHANDLE REGIONAL PLANNING COMMISSION

BOARD OF DIRECTORS

Minutes

October 22, 2009

The regular meeting of the Board of Directors of the Panhandle Regional Planning Commission was held on Thursday, October 22, 2009, at 1:30 p.m. in the PRPC Board Room, 415 South West Eighth Avenue, Amarillo, Potter County, Texas.

Councilwoman Zelda Lang, Chair, presided.

MEMBERS PRESENT:

- Mr. Tom Bailiff, Greenbelt Municipal & Industrial Water Authority
- Juan Cantu, Lipscomb County Commissioner
- Vernon Cook, Roberts County Judge
- Bob Gober, North Rolling Plains RC&D
- Ronnie Gordon, Hartley County Judge
- John James, Collingsworth County Judge
- Harold Keeter, Swisher County Judge
- Zelda Lang, Councilwoman, City of Dalhart
- Jay Mayden, Childress County Judge
- Wayne Nance, Briscoe County Judge
- Gene Parker, Randall County Commissioner
- Harvey Perez, Hart
- Tom Simons, Deaf Smith County Judge
- Jed Welch, Commissioner, City of Canyon
- Arthur Ware, Potter County Judge

MEMBERS ABSENT:

- Don Allred, Oldham County Judge
- Jeff Brain, Mayor, City of Borger
- Pete DeSantiago, Perryton
- Brian Gillispie, Mayor, City of Spearman
- Jack Hall, Donley County Judge
- Saul Hernandez, Amarillo
- Debra McCartt, Mayor, City of Amarillo
- Tom Velasquez, Wheeler
- Tresa Whaley, Vega

STAFF PRESENT: Ms. Cindy Boone, Finance Director; Ms. Melissa Carter, Area Agency on Aging Director; Mr. Kyle Ingham, Local Government Services Director; Ms. Jamie Allen, Local Government Services Coordinator; Mr. Dave Cann, Emergency Communications Program Manager; Mr. Sean Hardman, Regional Services Assistant Director; Mr. Doug Nelson, Economic Development Director; Ms. Elizabeth True, Regional Services Program Specialist; Ms. Stacey Urbanczyk, Area Agency on Aging Coordinator; Mr. John Kiehl, Regional Services Director; Mr. Greg Green, Regional 9-1-1 Network Director; Mr. Mike Peters, Regional 9-1-1 Network Coordinator; Ms. Rebecca Rusk, Executive Assistant; Mr. Gary Pitner, Executive Director

OTHERS PRESENT: Mr. Howard Holland, Texas Department of Transportation

1. CALL TO ORDER

Councilwoman Zelda Lang, Chair, called the meeting to order and noted that a quorum was present.

2. INVOCATION

Judge Jay Mayden gave the invocation.

3. **MINUTES**

Judge Tom Simons moved to approve the minutes from the meeting held on September 26, 2009, as received. Judge Arthur Ware seconded the motion; the motion carried by unanimous vote.

4. **VOUCHERS**

Judge Harold Keeter moved to approve the vouchers for the month of September, 2009. Judge Vernon Cook seconded the motion; the motion carried by unanimous vote.

5. **PRPC INVESTMENT FUND QUARTERLY REPORT**

Ms. Cindy Boone, CPA, stated that pursuant to the Public Funds Investment Act, which was passed by the Texas Legislature in 1987 and amended in 1995 and 1997, PRPC adopted written investment policies on August 23, 1996 for funds under our control. In accordance with this Act, the investment officer of PRPC, which is the Finance Director, is required to submit to the Board of Directors a quarterly report of investment transactions. Ms. Boone presented the report for the period of July 1 through September 30, 2009.

Judge Vernon Cook moved to accept the report as presented. Judge John James seconded the motion; the motion carried by unanimous vote.

6. **MINORITY ELECTED OFFICIAL BOARD MEMBER APPOINTMENT**

Mr. Gary Pitner explained that the Planning Commission Bylaws were last amended by the General Membership in October, 2002. Those amendments centered around the expansion of the composition of the PRPC Board of Directors from a 23-member body to a 26-member body. The three additional seats are intended to be occupied by minority local elected officials from area cities and counties and are to be filled by direct board appointment. The three additional minority seats allow the Board's composition to be reflective of the racial/ethnic makeup of the Texas Panhandle according to the 2000 Census.

Lipscomb County Commissioner, Juan Cantu currently fills one of the three seats. Staff had hoped to have names of potential appointees for the Board's consideration; however, we are still trying to make contact with potential appointees.

Judge Ronnie Gordon moved to table this item. Commissioner Gene Parker seconded the motion; the motion carried by unanimous vote.

7. **SPECIAL DISTRICT REPRESENTATIVE BOARD MEMBER APPOINTMENT**

Mr. Gary Pitner stated that the PRPC Bylaws call for two member special district officials to serve on the PRPC Board of Directors. The term of Tom Bailiff, who represents the Greenbelt Municipal and Industrial Water Authority is expiring. Bob Gober who represents the North Rolling Plains Resource Conservation and Development District currently holds the second special district seat.

The Board of Directors must now consider appointing or re-appointing a special district representative to the Board. Special districts which are currently members of the PRPC include the Canadian River Municipal Water Authority, the Greenbelt Municipal and Industrial Water Authority, the High Plains Resource, Conservation & Development Area, Inc., the Mackenzie Municipal Water Authority, the North Rolling Plains Resource Conservation and Development District, the Palo Duro River Authority, the Panhandle Groundwater Conservation District and the Red River Authority. An official from any of the eight member special districts may be considered for the vacancy. Tom Bailiff has expressed a willingness to continue to serve on the PRPC Board of Directors.

Judge Tom Simons moved to re-appoint Mr. Tom Bailiff to serve on the PRPC Board of Directors. Judge Wayne Nance seconded the motion; the motion carried by unanimous vote.

8. **CORPORATION FOR TEXAS REGIONALISM PARTICIPATION FEES**

Mr. Gary Pitner stated that prior to the beginning of the 79th Texas Legislative Session in 2005, a non-profit organization was established to advocate for the interests of regionalism and regional planning commissions in Texas. The non-profit engaged the

services of an Austin-based law firm to assist local officials in representing regional interests before the Texas Legislature.

During the most recent session (81st), the Corporation was instrumental in successful efforts to maintain a \$5 million appropriation for State Planning Assistance funds to regional planning commissions to appropriate \$62 million to fund the State's Disaster Contingency Fund to assist local governments with disaster recovery costs. The Corporation's efforts were also effective in maintaining state funding for regional 9-1-1 programs, solid waste management programs and criminal justice grant programs.

More than 20 Texas regional planning commissions, including the PRPC, have participated in and financially supported the work of the Corporation since its inception. The activities of the Corporation are governed by a board of directors composed of local elected officials representing each participating regional planning commission.

The Panhandle Regional Planning Commission has been solicited to continue our support of the Corporation during the 2009-2010 year. The participation fee for the upcoming year remains unchanged from the 2008-2009 fee at \$5,000. This is a budgeted item in the Planning Commission's 2010 Budget.

Mr. Harvey Perez moved to authorize the payment of the PRPC's participation fees to the Corporation for Texas Regionalism for 2009-2010. Judge John James seconded the motion; the motion carried by unanimous vote.

9. **TEXAS PANHANDLE REGIONAL DEVELOPMENT CORPORATION SERVICES CONTRACT**

Mr. Doug Nelson stated that the Texas Panhandle Regional Development Corporation (TPRDC) was chartered in 1982 as a Certified Development Company under Section 503 of the Small Business Investment Act of 1958. TPRDC provides long-term, fixed asset financing for small businesses in the Panhandle region.

Since its incorporation, TPRDC has contracted with the Panhandle Regional Planning Commission (PRPC) for the provision of administrative services. PRPC is reimbursed on a monthly basis by TPRDC for the services rendered. The sources of revenue for TPRDC are the processing fees and monthly servicing fees generated by the loans processed by the corporation.

Commissioner Gene Parker moved to authorize the Executive Director to execute the contract for administrative services with TPRDC. Commissioner Juan Cantu seconded the motion; the motion carried by unanimous vote.

10. **AREA AGENCY ON AGING OF THE PANHANDLE ADVISORY COUNCIL APPOINTMENTS**

Ms. Melissa Carter reminded the Board that according to PRPC Administrative Regulation #38, the membership on the Aging Advisory Council shall consist of no more than 18 members with representation from the following groups: low income elderly, minority elderly, participant elderly, sixty plus individuals, service providers, elected official or their staff representation, disabled and general public. The regulation further requires the PRPC Board of Directors appoint all council members. The members serve an initial three-year term with the option to renew for one additional three-year term.

At this time we have six positions open, which require appointment. Staff has spoken with Dolores John, a disabled senior, Erin Bergin, Hansford County Hospital District, Jackie McNeese, director of Hereford Senior Citizens Association, Jean Clark, sixty plus individual, Jim Kiper, service provider of VitAlert and Jim Murphy, social worker with the Veterans Administration to fill the open positions. All of whom drew an initial two-year term and they have expressed their interest in serving a full term on the Area Agency on Aging Advisory Council.

Judge Harold Keeter moved to appoint the recommended individuals to serve on the Planning Commission's Area Agency on Aging Advisory Council. Judge Tom Simons seconded the motion; the motion carried by unanimous vote.

11. FOOD NET PROGRAM FUNDING PROPOSAL

Ms. Stacey Urbanczyk reminded the Board that in 2004, the Area Agency on Aging of the Panhandle (AAA) began administering a program named "Nutrition for Experienced Texans" and is referred to as the Food NET. The Food Net program provides seniors in the Amarillo community with a nutritious meal, and an opportunity for socialization whether at the congregate site or through visits from the home delivered meal drivers. The program aides in the seniors ability to remain independent in the community and affords them a continued quality of life.

This nutrition program is dependent not only on the funds received from the AAA, but also funds from the United Way of Amarillo and Canyon and the City of Amarillo Community Development Block Grant Program. The United Way of Amarillo and Canyon operates on a funding cycle that begins April 1 and ends on March 31 of each year.

The AAA proposes to submit an application to the United Way of Amarillo and Canyon with a request for \$100,000. This funding will allow Food NET to continue serving the nutritionally at-risk, low and moderate-income elderly and disabled adults residing in Potter and Randall counties.

Commissioner Jed Welch moved to authorize the submission of a proposal to the United Way of Amarillo and Canyon for funds to partially support the delivery of meals to qualified senior citizens in Amarillo and Canyon. Commissioner Gene Parker seconded the motion; the motion carried by unanimous vote.

12. PANHANDLE REGIONAL 9-1-1 NETWORK EQUIPMENT PURCHASE CHANGE ORDER

Mr. Greg Green stated that the Panhandle Regional 9-1-1 Network is in the process of installing new 9-1-1 call taking equipment at all 23 program call centers. Through a competitive procurement process, PRPC selected AT&T as the most qualified, best value vendor for this project. Original plans called for the installation of equipment to support two call-taking positions at each site as required by the state funding agency, the Commission on State Emergency Communications (CSEC). The purpose of this change order is to assist area agencies adjust to changes in the regional emergency services landscape.

The dissolution of the Panhandle Emergency Medical Services System (PEMSS) has had considerable impact on emergency medical services in a number of ways, including 9-1-1 call-taking and dispatch activities. In the past, PEMSS served as a critical link in the dispatch, tracking and coordination of EMS resources throughout the Panhandle region.

In the absence of PEMSS, the dispatch, tracking and coordination of EMS vehicles and personnel has become the responsibility of local 9-1-1 call centers. Overall, the transition has gone very well. In most cases the increased workload has been absorbed without significant accommodations in staffing and/or equipment. The Borger Police Department, because of existing high call volume and large number of dispatched services is requesting additional resources to better manage its emergency communications needs.

The Borger PD serves as the primary public safety answering point (PSAP) for the most populous county participating in the PRPC 9-1-1 program. In addition to having the highest daily call volume in the program, the PD dispatches more responders than any other PSAP. The City of Borger is requesting an additional call-taking position in order to satisfactorily meet the needs of the citizens of Hutchinson County and the responders on which they depend. The City has expended local funds to remodel the existing call center to accommodate a new workstation and is ready to hire additional personnel upon favorable consideration of this purchase. On October 13th, 2009, CSEC commissioners approved the expenditure of available funding from the FY2010-11 equipment replacement budget for this purchase.

Judge Jay Mayden moved to approve the change order under a current equipment purchase contract with A T & T in order to acquire additional 9-1-1 call taking equipment at the Borger Police Department at a cost not to exceed \$25,151.34. Judge Ronnie Gordon seconded the motion; the motion carried by unanimous vote.

13. CRIMINAL JUSTICE ADVISORY PROGRAM PLANNING AND ADMINISTRATIVE SERVICES INTERAGENCY COOPERATION CONTRACT

Mr. Sean Hardman reminded the Board that each year, the PRPC is offered a contract by the Criminal Justice Division of the Governor's Office (CJD) to support the regional administration of the Panhandle's criminal justice program. Basically, this agreement calls for the PRPC's involvement in staffing the Criminal Justice Advisory Committee (CJAC), assisting eligible organizations in developing their community plans and providing those same groups, along with eligible victim service agencies, with guidance in the development and submission of their CJD grant applications. In essence, the contract requires the PRPC to serve as CJD's agent in facilitating the operation of the agency's various grant programs in this region during the fiscal year.

The FY10 contract is a little different from years past. This year's contract puts a little more responsibility on the COG, but in turn will also increase the amount of the contract. It also puts a little more work on the CJAC by requiring them to review and prioritize an additional grant source. Mr. Hardman reviewed the contract in detail with the Board.

Judge Tom Simons moved to authorization of the Executive Director to execute an interagency cooperation contract with the Office of the Governor, Criminal Justice Division for funds to support the Planning Commission's provision of criminal justice system related planning and administrative services. Commissioner Juan Cantu seconded the motion; the motion carried by unanimous vote.

14. CRIMINAL JUSTICE ADVISORY COMMITTEE FY11 GRANT PROGRAM OPERATING PROCEDURES APPROVAL

Mr. Sean Hardman stated that as a requirement of the Interagency Cooperation Contract with the Criminal Justice Division (CJD), the PRPC must ensure that the Criminal Justice Advisory Committee's (CJAC's) procedures are updated each year prior to the start of the grant competitions. The purpose for this annual review is to make certain that the procedures remain relevant for the coming year.

On October 20, 2009, the CJAC met to develop the committee's FY11 Operating Procedures. Mr. Hardman reviewed the recommended operating procedures with the Board in detail.

Commissioner Gene Parker moved to approve the FY11 Grant Program Operating Procedures for the Planning Commission's Criminal Justice Advisory Committee. Judge Vernon Cook seconded the motion; the motion carried by unanimous vote.

15. FY2010-2011 REGIONAL SOLID WASTE MANAGEMENT PROGRAM APPLICATION RESOLUTION AND CONTRACT

Ms. Elizabeth True stated that as directed by the Texas Health and Safety Code, one-half of the Municipal Solid Waste (MSW) fee revenue collected by the Texas Commission on Environmental Quality (TCEQ) is dedicated to a regional grant program supporting projects that promote recycling and other activities to extend the life of landfills. Although the TCEQ determines the allotment for each region's program each biennium, the PRPC is required to officially apply for those funds to administer the Regional Solid Waste Grant Program.

Ms. True reviewed the PRPC's FY 2010/2011 Regional Solid Waste Grant Council of Governments Application with the Board. She stated that the Board would need to pass a resolution in support of the application for funds to operate the Panhandle Regional Solid Waste Grants Program.

Mr. Harvey Perez moved to pass a resolution authorizing the submission of the Planning Commission's application to the Texas Commission on Environmental Quality for FY2010 and FY2011 Solid Waste Management Program funds and the authorization of the Executive Director to execute a contract for such funds. Commissioner Juan Cantu seconded the motion; the motion carried by unanimous vote.

16. FY2010 REGIONAL SOLID WASTE MANAGEMENT GRANT PROGRAM APPROVAL

Ms. Elizabeth True informed the Board that as directed by the Texas Health and Safety Code, one-half of the Municipal Solid Waste (MSW) fee revenue collected by the Texas Commission on Environmental Quality (TCEQ) is dedicated to a regional grant program supporting projects that promote recycling and other activities to extend the life of landfills. Every year, the Solid Waste Grants Program accepts applications for grant

funds and those projects are prioritized according to the Panhandle Regional Solid Waste Management Plan established in 2002. That prioritized list is then submitted to the TCEQ for final consideration.

The PRPC received nineteen (19) applications totaling \$489,276.06 for the \$288,491.00 in available FY10 Solid Waste Grant funds. The Regional Solid Waste Management Advisory Committee (RSWMAC) will meet on October 16, 2009, to review those applications, hear oral presentations from applicants and establish a prioritization recommendation for the Board of Directors' review. The PRPC Board of Directors will then consider that prioritized list for approval and submission to the Texas Commission on Environmental Quality (TCEQ).

Ms. True reviewed a summary of the grant applications received for FY10 funding and presented the recommendations from the RSWMAC.

Judge Tom Simons moved to approve the prioritized list of FY10 Solid Waste Grant Applications for submission to TCEQ and, pending the TCEQ's approval of the prioritization list, and allow the Executive Director to enter into contracts with FY10 grantees for the implementation of the FY10 Solid Waste Grants Program.. Commissioner Jed Welch seconded the motion; the motion carried by unanimous vote.

17. PANHANDLE REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM (PANCOM) TOWER SITE USE AND LEASE AGREEMENTS

Mr. Dave Cann stated that throughout the development of PANCOM, sites for PANCOM repeater equipments have been carefully chosen for appropriate VHF radio coverage. Some sites selected are government-owned; some are owned by private-sector organizations.

Now, additional needed sites are being identified as the PANCOM program begins to implement microwave ethernet links between repeater sites and associated dispatch centers. To secure these sites PRPC must enter into a site use agreement or lease with each site owner. The government-owned site agreements include:

- City of Wheeler Water Tower (PANCOM Site WWAT)
- City of Canadian Water Tower (PANCOM Site WWAT)
- TXDOT tower at Wheeler (PANCOM Site WDOT)
- Ochiltree County at Ochiltree SO (PANCOM Site OCSO)

The private sector-owned sites include:

- Enbridge Pipeline tower at Briscoe (PANCOM Site WHEN)
- C.L.& O. Translator tower north of Canadian (PANCOM Site LIPS)
- Booker Equity Grain Elevator at Booker (PANCOM Site BOOK)
- Gorman Phillips Const. Co. (PANCOM Site OCHL)
- AMA Communications (AMA-Techtel) (PANCOM Site MIAH)

The lease agreements for these private sector-owned sites follow our normal practice of paying an initial fee for occupancy, with monthly rent payments to be initiated in 2010 or 2011. Initial fees will be paid from the region's Homeland Security Grant Program (SHSP 2009).

Judge Vernon Cook moved to authorize of the Executive Director to execute tower site use agreements with the Cities of Wheeler & Canadian, Ochiltree County and the Texas Department of Transportation and tower site lease agreements with five private sector tower owners Mr. Bob Gober seconded the motion; the motion carried by unanimous vote.

18. PANHANDLE REGIONAL INTEROPERABLE COMMUNICATIONS SYTEM (PANCOM) EQUIPMENT PURCHASE

Mr. Dave Cann stated that Regional Services staff (PANCOM program) is installing a regional microwave network for inter-site communications between PANCOM repeater sites and public safety dispatch consoles collocated with 9-1-1 PSAPs throughout the Panhandle. The plan requires 78 microwave paths to support PANCOM needs, and build-out of those paths is being funded from the State Homeland Security Grant Program. Equipment for an additional 30 microwave paths

are being funded by CSEC. PRPC Procurement Policy requires approval by the Board of Directors for all procurements that exceed \$25,000.00.

Purchase Orders for this project that are ready at this time:

PO #	Vendor	Description	Amount
• 940001-120	Motorola Inc.	Microwave link equipments for 10 Paths	\$103,365.00

Judge Ronnie Gordon moved to approve the purchase of 10 microwave links related to the ongoing rollout of the Panhandle Regional Interoperable Communications System. Judge Vernon Cook seconded the motion; the motion carried by unanimous vote.

19. BIOTERRORISM PREPAREDNESS PLANNING SERVICES CONTRACT

Mr. John Kiehl reminded the Board that for the past several years, the PRPC has been working under contract with the Department of State Health Services (DSHS) to maintain the regional volunteer website, Volunteers in Plains-area Emergency Response System (VIPERS). VIPERS is used as a means of recruiting individuals to serve in the supporting cast that can assist first responders during emergency situations particularly, where public health events are involved. Currently, 1,721 individuals are registered as volunteers on the VIPERS site; many have some type of medical background.

The need for these volunteers may grow significantly during the next few months as we move deeper into the flu season. DSHS is already making plans to utilize the Points of Dispensing (POD) sites identified in each County of the region to inoculate the public in mass if the H1N1 situation becomes dire. That assumes of course that there will be a sufficient supply of vaccine available to accomplish that feat. While DSHS might be able to provide the necessary vaccines, the agency doesn't have the manpower needed to staff all the PODs that might have to be opened simultaneously in a widespread event. That's where the VIPERS volunteers could play a vital role. Licensed medical professionals could volunteer to administer the shots/inhalants. Other VIPER volunteers could provide the administrative support needed to make the PODs operate properly.

Health Services Region 1 (HSR1) of the DSHS covers a 41-county area that includes all of the Panhandle Region and most of the South Plains region. VIPERS is available to the entire 41-county service area of HSR1. DSHS has offered to provide the PRPC with funding to continue the maintenance of the VIPERS website through July 31, 2010. Our contractual activities would include maintaining the IT functions of the site and keeping the site content relevant and current. We would also be responsible for promoting greater public awareness of the volunteer opportunities available to the public through VIPERS. The total amount of the 2009 Bioterrorism contract would be \$7,660.

Judge Tom Simons moved to authorize the Executive Director to execute a contract with the Texas Department of State Health Services allowing the Planning Commission to conduct bioterrorism preparedness planning services in the Texas Panhandle. Councilwoman Zelda Lang seconded the motion; the motion carried by unanimous vote.

20. FY2009 HOMELAND SECURITY GRANT PROGRAM AGREEMENT

Mr. John Kiehl stated that at last month's meeting, the Board reviewed and approved the 2009 HSGP funding recommendations from the Panhandle Regional Emergency Management Advisory Committee (PREMAC). Among those approved by the Board were a number of projects that are to be carried out by the PRPC on behalf of the region.

The State Administrative Agency (SAA) issued the PRPC a sub-recipient agreement for the funds to cover the projects that will be managed by the Planning Commission. With the PRPC's planning funds included, the total amount of the PRPC's 2009 SHGP Sub-Recipient Agreement is as follows:

SHSP	SHSP/LEAP	CCP	TOTAL
\$898,336.03	\$496,593.75	\$15,374.05	\$1,410,303.83

The SAA has stated that the signed agreements must be returned to the State no later than November 18.

Judge Vernon Cook moved to authorize the Executive Director to execute a sub-recipient agreement with the Texas Division of Emergency Management for FY2009 Homeland Security Grant funds for the Panhandle region. Judge John James seconded the motion; the motion carried by unanimous vote.

21. MISCELLANEOUS NON-ACTION INFORMATION ITEMS

- A. The Board executed the 2009-2010 membership dues solicitation letters.
- B. Chair Lang appointed the following individuals to serve on the 2009-2010 Board of Directors Executive Committee: Councilwoman Zelda Lang, Judge Wayne Nance, Mayor Debra McCartt, Judge Jay Mayden and Mr. Saul Hernandez.
- C. Chair Lang appointed the following individuals to serve on the 2009-2010 Board of Directors Audit Committee: Mayor Brian Gillispie, Judge John James, Mr. Tom Bailiff, Judge Ronnie Gordon and Commissioner Juan Cantu.
- D. Chair Lang designated himself as the voting delegate to the Texas Association of Regional Councils with Councilwoman Zelda Lang, Judge Wayne Nance and Gary Pitner serving as alternates.
- E. Chair Lang appointed Judge Harold Keeter as the Planning Commission's voting designee to the Corporation for Texas Regionalism Board of Directors.
- F. Discussions concerning the establishment of a regular meeting date and time for the 2009-2010 PRPC Board of Directors took place. It was the Board's consensus to continue to hold the PRPC Board of Directors meetings on the fourth Thursday of the month at 1:30 p.m.
- G. Mr. Gary Pitner reported on the recent and upcoming Planning Commission sponsored regional meetings.

22. CLOSED SESSION – PERSONNEL MATTERS

The Panhandle Regional Planning Commission's Board of Directors adjourned to a closed meeting to discuss the evaluation of performance and the employment of the Executive Director at 2:50 p.m. as authorized under Texas Government Code Chapter 551, Section 551.074.

23. RECONVENE PUBLIC SESSION

The public session of the Board of Director's meeting reconvened at 3:25 p.m. Judge Tom Simons moved to renew the employment agreement with the Executive Director and maintain his annual salary at \$115,902. The motion further authorized the continuation of his car allowance of \$700 per month and an email/internet/telephone capable wireless communications device service allowance of \$100.00 per month. Judge Ronnie Gordon seconded the motion; the motion carried by unanimous vote.

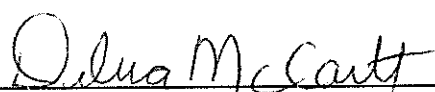
24. ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 3:30 p.m.



Zelda Lang, Chairman
Panhandle Regional Planning Commission
Board of Directors

ATTEST:



Debra McCartt, Secretary/Treasurer
Panhandle Regional Planning Commission
Board of Directors