

PANHANDLE REGIONAL PLANNING COMMISSION

BOARD OF DIRECTORS

Minutes

February 25, 2010

The regular meeting of the Board of Directors of the Panhandle Regional Planning Commission was held on Tuesday, February 25, 2010, 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
- Jeff Brain, Mayor, City of Borger
- Vernon Cook, Roberts County Judge
- Pete DeSantiago, Perryton
- Brian Gillispie, Mayor, City of Spearman
- Bob Gober, North Rolling Plains RC&D
- Ronnie Gordon, Hartley County Judge
- Jack Hall, Donley County Judge
- John James, Collingsworth County Judge
- Harold Keeter, Swisher County Judge
- Zelda Lang, Councilwoman, City of Dalhart
- Jay Mayden, Childress County Judge
- Debra McCartt, Mayor, City of Amarillo
- Wayne Nance, Briscoe County Judge
- Gene Parker, Randall County Commissioner
- Tom Simons, Deaf Smith County Judge

MEMBERS ABSENT:

- Don Allred, Oldham County Judge
- Juan Cantu, Lipscomb County Commissioner
- Saul Hernandez, Amarillo
- Harvey Perez, Hart
- Tom Velasquez, Wheeler
- Arthur Ware, Potter County Judge
- Jed Welch, Commissioner, City of Canyon
- Tresa Whaley, Vega

STAFF PRESENT: Ms. Cindy Boone, Finance Director; Ms. Jamie Allen, Local Government Services Coordinator; Mr. Greg Green, Regional 9-1-1 Network Director; Mr. John Kiehl, Regional Services Director; Mr. Doug Nelson, Economic Development Director; Mr. Dave Cann, Emergency Communications Manager; Ms. Rebecca Rusk, Executive Assistant; Mr. Gary Pitner, Executive Director

OTHERS PRESENT: Mr. Richard Morris, City Manager, City of Pampa; Mr. Paul Simpson, U.S. Representative Mac Thornberry's Office; Ms. Jennifer Foster, Senator Robert Duncan's Office

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

Mayor Debra McCartt moved to approve the minutes from the meeting held on February 2, 2010 as received. Judge Tom Simons seconded the motion; the motion carried by unanimous vote.

4. **VOUCHERS**

Judge Vernon Cook moved to approve the vouchers for the month of January, 2010. Commissioner Gene Parker seconded the motion; the motion carried by unanimous vote.

5. **ECONOMIC DEVELOPMENT ADVISORY COMMITTEE APPOINTMENTS**

Mr. Doug Nelson stated that The Economic Development Advisory Committee was established to provide general guidance and policy direction to the Economic Development District. Each county designated as a distressed area under Economic Development Administration (EDA) guidelines has a representative on the Committee. Members serve three-year staggered terms and this year our committee will consist of 21 members. All counties are eligible for funding as long as they meet the EDA distressed criteria at the time of the project grant application.

Mr. Nelson stated that the following individuals have been contacted and have expressed a willingness to serve on the Committee: Randy Stark, Quitaque; Sheila Quirk, Hereford; Linda Drake, Vega; Sarah Kendall, Claude; Doris Stallings, Wellington; Kristine Olsen, Dalhart; Clay Rice, Pampa; Tamera Julian, Canadian; Don Kerns, Booker; Sheryl Hardy, Perryton; Jason Harrison, Amarillo; Kathy Allen, Stratford; Shelly Bogart, Tulia; and David Rushing, Shamrock.

Judge Tom Simons moved to appoint or re-appoint the recommended individuals to serve on the Planning Commission's Economic Development Advisory Committee. Mayor Brian Gillispie seconded the motion; the motion carried by unanimous vote.

6. **CONSULTING CITY MANAGEMENT SERVICES INTERLOCAL CONTRACT RENEWALS**

Ms. Jamie Allen stated that the PRPC has been providing consulting city management services to the Village of Lake Tanglewood since January of 2000 and the Village of Timbercreek Canyon since 2001. The contracts for the cities are due to renew March 1, 2010 and run through February 28, 2011. Ms. Allen described the proposed services for the contract renewals.

The proposed contract for the Village of Lake Tanglewood calls for a time commitment of 15 hours per month at an hourly rate of \$55.00. This will produce a monthly cost of \$825.00 and a total contract cost of \$9,900.00.

The proposed contract for the Village of Timbercreek Canyon calls for a time commitment of 22 hours per month at an hourly rate of \$55.00. This will produce a monthly cost of \$1,208.33 and a total contract cost of \$14,500.00.

Judge Harold Keeter moved to authorize the Executive Director to execute interlocal cooperation contract renewals with the Village of Timbercreek Canyon and the Village of Lake Tanglewood for the Planning Commission to provide consulting city management services. Judge Jay Mayden seconded the motion; the motion carried by unanimous vote.

7. **2009 STIMULUS ACT/VIOLENCE AGAINST WOMEN ACT PROJECT PRIORITIZATION APPROVAL**

Mr. Sean Hardman stated that in December, the Planning Commission was notified by the Criminal Justice Division of the Office of the Governor (CJD) that the Panhandle region would be receiving an allocation of *Stop Violence Against Women Act* (VAWA) funding as a part of the 2009 American Recovery and Reinvestment Act (ARRA). We were also informed that the Criminal Justice Advisory Committee (CJAC) would be given the responsibility of reviewing and prioritizing these applications as they do other regional CJD grants. The total allotment for the region was \$223,211.94.

After discussions with various victim services agencies in the region, it was decided that the Planning Commission would submit three applications under each of the program areas: 1) non-profit victim services providers; 2) prosecution programs or programs benefiting prosecution; and 3) law enforcement programs or programs benefiting law enforcement. Along with the three applications that were submitted by the PRPC for these funds, the Panhandle Crisis Center in Perryton also submitted a grant request.

On February 9, 2010, the CJAC met to consider and prioritize the grant applications from the Panhandle that were submitted to CJD for 2009 ARRA VAWA funds. After consultation with CJD, it was determined that one of PRPC's applications would be placed in a contingency fund and thus would not need to be scored by the CJAC. This grant will be reviewed and approved/declined directly by CJD. Therefore, the CJAC ended up scoring only three of the four grant applications that were submitted.

The CJAC completed the project prioritization review and ranked the projects in order of perceived priority and in accordance with the published criteria. Mr. Hardman presented the following prioritization recommendations to the Board. If approved by the Board, these recommendations will then be submitted to CJD where the final funding determinations will be made.

Applicant Organization	CJAC Ranking	Funds Requested
PRPC (Training Services)	1	\$69,753.74
Panhandle Crisis Center	2	\$40,289.00
PRPC (Legal Services)	3	\$83,704.48
TOTAL FUNDS REQUESTED:		\$193,747.22

Commissioner Gene Parker moved to a prioritize and approve the area victim services grant projects as presented to the Criminal Justice Division of the Governor's Office for 2009 Stimulus Act funding under the Violence Against Women Act program. Judge John James seconded the motion; the motion carried by unanimous vote.

8. **PANHANDLE REGIONAL 9-1-1 NETWORK EQUIPMENT PURCHASE**

Mr. Greg Green stated that the Panhandle Regional 9-1-1 Network is in the final stages of replacing the 9-1-1 call-taking equipment at all 23 9-1-1 Public Service Answering Points (PSAPs) in the region. This \$1.9 million project, coupled with the implementation of a digital network connecting all sites with the PRPC building, are the first steps in preparing for the next generation of emergency communications.

The 9-1-1 equipment at all PSAP's and the PRPC building are supported with redundant electrical systems that include Uninterruptible Power Supplies (UPS) and backup power generators. The Commission on State Emergency Communications (CSEC) considers both UPS's and generators to be allowable expenditures for supporting 9-1-1 operations. As funding allows, generators are eligible for replacement every ten years according to a CSEC approved equipment replacement schedule. UPS systems are not considered capital equipment and therefore are replaced on an as-needed basis when funding allows.

The primary purpose of a UPS is to provide continuous power to servers and workstations in the event there is an interruption of the commercial power supply. UPS's are considered a temporary solution while emergency power generators are brought online. These units also protect equipment from spikes and surges as well as condition the power stream regardless of its source.

In September 2008, the Regional 9-1-1 Network published a Request for Proposals to provide new UPS systems, related hardware and installation services at all 23 regional call centers. The single proposal received included hardware and installation costs determined by staff to be excessive and beyond the available budget for such items.

The Regional 9-1-1 Network would like to begin replacing the old UPS systems with new units. With the exception of the Pampa Police Department, staff has determined that the backup power needs for all call-centers can be met with the purchase of a 3KVA UPS – allowing for an approximate runtime of 15 minutes. Being a host site for 9-1-1 traffic, the equipment at the Pampa P.D. will require a 9KVA UPS, allowing for an approximate runtime of 40 minutes.

It is the intent of PRPC to work with local agencies to select local electricians to install and test the UPS systems.

Pricing for UPS systems and associated bypass hardware and network card was obtained from SHI-Government Solutions via Texas Department of Information Resources (DIR) cooperative purchasing catalog contract DIR-SDD-810. Funding for this purchase is available within the approved FY2010 Equipment Replacement Strategy.

Mr. Bob Gober moved to authorize the purchase of uninterruptible power supply systems and associated hardware to support the assets of the Regional 9-1-1 Network in the amount of \$75,198.00 under the Texas Department of Information Resources Cooperative purchasing program. Mayor Debra McCartt seconded the motion; the motion carried by unanimous vote.

9. **PANHANDLE REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM (PANCOM) SITE USE 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. As the PANCOM program begins to implement microwave ethernet links between repeater sites, additional needed sites are being identified. The following are three Site Use Agreements (leases) for PANCOM equipment installation at eleven private sector-owned tower sites:

Site No.	Owner/Lessor	Owner's Site Name	Vicinity	PRPC Site Name
1	Caprock Cellular LP	Newlin	Estelline	NEWL
2	XIT Texas RSA#1	Hereford North	Hereford	DEFE
3		Hartley	Hartley	HRTE
4		Vega	Vega	OLDW
5		Boys Ranch	Boys Ranch	BOYS
6		Wilderado	Wilderado	WILD
7		Middlewater	Channing	HRTW
8		North 385	Dalhart	N385
9		Bridwell	Sunray	CAPP
10		XIT Rural Tel Coop	Stevens	Stratford
11	Coldwater		Dalhart	DALH

Judge Tom Simons moved to authorize the Executive Director to execute communications site use lease agreements with Caprock Cellular LP, XIT Texas RSA#1 and XIT Rural Telephone Cooperative for various sites in Dallam, Deaf Smith, Hall, Hartley, Oldham and Sherman Counties. Mayor Debra McCartt seconded the motion; the motion carried by unanimous vote.

10. **EMERGENCY OPERATIONS PLANNING CONSULTING SERVICES CONTRACT AMENDMENT**

Mr. John Kiehl stated that for the past several years, the PRPC has contracted with Emily Nolte to provide Panhandle counties that are not receiving Emergency Management Performance Grant (EMPG) funding from the State with assistance in keeping their Emergency Operations Plans (EOP) current. Jurisdictions that receive EMPG funding are required to keep their plans updated as a condition of their grant; that work is to be supported with their grant funds.

There are a number of reasons why it's important for all counties to keep their plans up-to-date. First and foremost, the plan becomes their roadmap to response and recovery whenever a public emergency event occurs in their jurisdiction so their plan needs to remain relevant. Another key reason for keeping their plan current is that in so doing, the county meets one of the three critical eligibility requirements necessary to receive Homeland Security Grant Program (HSGP) funding from the State. Even though the 2010 regional HSGP funds will likely continue to be used in support of projects having region impact, it is important that all jurisdictions in the region assert their eligibility for these funds.

Since 2004, the PRPC has been able to work through contracts to keep the EOPs of the non-EMGP funded counties of the region up-to-date and compliant with the current Texas Division of Emergency Management's (TDEM) EOP expectations. As a result of that effort, in 2009 every county in the region operated under a TDEM-approved plan that was either at the Intermediate or Advanced level. When this effort began in 2004, 50% of the counties in the Panhandle had no EOP whatsoever.

Once again, PRPC staff proposes to work with Emily to complete this planning effort. Because this work will build on the work done in the past, rather than write a new agreement, PRPC staff simply proposes to amend the current contract with Ms. Nolte. The total amount of funds that would be added to the contract is \$40,000.00. The cost of this work was identified and approved as a project to be funded from the 2009 HSGP funding the PRPC is receiving.

Judge Vernon Cook moved to authorize the Executive Director to execute an amendment to an existing consulting services contract with Emily Nolte to assist 21 area counties and incorporated places in the update of local emergency operations plans and to assist additional area local jurisdictions in the development of Continuity of Operations Plans. Mr. Pete De Santiago seconded the motion; the motion carried by unanimous vote.

11. **2010 PANHANDLE REGIONAL HOMELAND SECURITY IMPLEMENTATION PLAN RESOLUTION**

Mr. John Kiehl stated that each year, as a requirement of the Texas Homeland Security Strategic Plan, each planning region in the State must develop a regional implementation plan to indicate what activities will be undertaken in the coming year to support the goals and objectives of the THSSP. The Panhandle Regional Emergency Management Advisory Committee (PREMAC) has been working on the development of the Panhandle's 2010 THSSP Regional Implementation Plan for the past several months. The PREMAC met earlier this month to consider the final draft of that document. The regional plan was written around the three chief goals of the THSSP which included:

- Goal 1:** Prevent Terrorist Attacks in Texas and Prevent Violent Criminal Organizations From Operating Successfully in Texas
- Goal 2:** Reduce Vulnerability to Natural and Human-Caused Disasters, Including Terrorist Attacks
- Goal 3:** Prepare to Respond and Recover—Minimize Damage and Quickly Recover from Terrorist Attacks and Other Disasters

Each goal was followed by a lengthy set of objectives and the regional plan considered how each of those objectives would be supported in the region as appropriate. Some of the THSSP objectives, particularly those that dealt with Border Security, were not very applicable in this region. But, by and large, the PREMAC developed an array of Regional Performance Measures for each of the THSSP's goals and objectives that were appropriate to the region, that were achievable in the 2010 plan year and that complimented the goals and objectives of the State plan.

Following their review, the PREMAC moved to recommend that the PRPC Board of Directors approve the Panhandle's 2010 Texas Homeland Security Strategic Plan (THSSP) Regional Implementation Plan. In order to do so, the Board will have to favorably consider a resolution.

Judge Ronnie Gordon moved to pass a resolution adopting the 2010 Regional Homeland Security Implementation Plan as developed by the Panhandle Regional Emergency Management Advisory Committee. Judge Jay Mayden seconded the motion; the motion carried by unanimous vote.

12. **PANHANDLE REGIONAL INTEROPERABLE COMMUNICATIONS PLAN APPROVAL**

Mr. John Kiehl and Mr. Dave Cann presented this item to the Board. The PRPC received funding through the Texas Division of Emergency Management's State Administrative Agency (SAA) under the Department of Homeland Security's (DHS) 2008 Interoperable Emergency Communications Grant Program (IECGP). The IECGP is considered an important component of the federal government's larger, coordinated effort to improve interoperable emergency communications during natural disasters, acts of terrorism and other man-made disasters in the United States.

The goal of the program is to improve local, tribal, regional, statewide, and national interoperable emergency communications, including communications in collective disaster response. IECGP funding is intended to help states and local governments

"The project will assist in continuing to fulfill the need for various parks and recreational facilities in the City of Pampa. The project also utilizes to the fullest extent the resources of the City and Community. The facilities will be beneficial to recreational users of all ages and abilities."

Mayor Debra McCartt seconded the motion; the motion carried by unanimous vote.

c. TX-R-20100109-0003-01

City of Pampa – Inez Carter Park
Family Aquatic Center

Ms. Jamie Allen presented the application for review. The City of Pampa is requesting \$500,000 from the Texas Parks and Wildlife Department for assistance with the development of new aquatic center. Proposed facilities include a heated multi-use pool with slides and other amenities, shade structures, 2 pavilions, a playground, habitat garden, bathhouse, filtration building, walkways, utilities and parking.

Commissioner Gene Parker moved to support the application with the following comment:

"The project will assist in continuing to fulfill the need for various parks and recreational facilities in the City of Pampa. The project also utilizes to the fullest extent the resources of the City and Community. The facilities will be beneficial to recreational users of all ages and abilities."

Judge Jay Mayden seconded the motion; the motion carried by unanimous vote.

14. MISCELLANEOUS NON-ACTION INFORMATION ITEMS

- A. Mr. Gary Pitner informed the Board that due to airline flight problems that he was unable to attend the National Association of Regional Councils 2010 National Conference on Regions conducted on February 21 – 23, 2010.
- B. Mr. Gary Pitner reported on the recent and upcoming Planning Commission sponsored regional meetings.

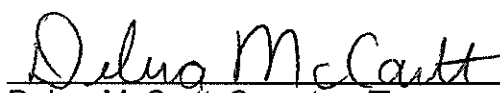
15. ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 2:50 p.m.



Zelda Lang, Chairman
Panhandle Regional Planning Commission
Board of Directors

ATTEST:



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