

**PANHANDLE REGIONAL PLANNING COMMISSION  
BOARD OF DIRECTORS MEETING**

**Minutes**

**April 27, 2023**

The meeting of the Board of Directors of the Panhandle Regional Planning Commission was held at 1:30 p.m. on Thursday, April 27, 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:**

- Juan Cantu, Lipscomb County Commissioner
- Steven Cortez, Citizen Representative, City of Hereford
- Buster Davis, Mayor, City of Gruver
- Christy Dyer, Randall County Judge
- Ronnie Gordon, Hartley County Judge
- Dr. Bill Hallerberg, Canadian River Municipal Water Authority
- Dr. John Howard, Donley County Judge
- Kimberly Jones, Childress County Judge
- Oscar Ostos, Citizen Representative, Amarillo
- Karen Price, Citizen Representative, Pampa
- Dan Sams, Mayor, City of Wheeler
- Winston P. Sauls, City of Borger
- Tobe Shields, Mayor, City of Spearman
- Kerry Symons, Mayor, City of Perryton

**MEMBERS ABSENT:**

- Shawn Ballew, Oldham County Judge
- Cleo Castro, Citizen Representative, City of Cactus
- Rank Cogdell, Briscoe County Judge
- Harold Keeter, Swisher County Judge
- Greg Lewellen, Mayor, City of Friona
- Dan Looten, Carson County Judge
- Ginger Nelson, Mayor, City of Amarillo
- Walter "Four" Price, Texas State Representative, District 87
- Sal Rivera, Sheriff, Castro County
- Yolanda Robledo, Alderwoman, City of Bovina
- Phillip Self, Greenbelt Municipal & Industrial Water Authority
- Pat Sims, Commissioner, City of Dumas
- Nancy Tanner, Potter County Judge

**STAFF PRESENT:** Mr. Dustin Meyer, Executive Director; Mr. Trent Taylor, Director of Finance; Mr. Alex Guerrero, Local Government Services Director; Mr. Mike Peters, 9-1-1 Network Director; Mr. Shane Brown, Regional Emergency Communications and Preparedness Program Manager; Ms. Heather Reid, Workforce Development Contracts/Accounting Manager; Ms. Sundee Rossi, Area Agency on Aging Director; Ms. Lori Gunn, Regional Services Director; Mr. Marin Rivas, Workforce Development Director; Ms. Daphne Morcom, Regional Services Program Specialist; Ms. Amber Gerber, Local Government Services Program Specialist; Ms. Melissa Whitaker, Executive Assistant

**OTHERS PRESENT:** None

**1. CALL TO ORDER**

Mr. Tobe Shields called the meeting to order at 1:31 p.m. and noted that a quorum was present.

2. **INVOCATION**

Judge Christy Dyer gave the invocation.

3. **PUBLIC COMMENT**

No public comments were made.

4. **MINUTES**

Judge John Howard moved to accept the minutes from March 23, 2023. Mr. Winston Sauls seconded the motion; the motion carried by unanimous vote.

5. **VOUCHERS**

Mr. Buster Davis moved to approve the vouchers for the month of March 2023. Judge Ronnie Gordon seconded the motion; the motion carried by unanimous vote.

6. **PRPC INVESTMENT FUND MONTHLY REPORT**

Mr. Trent Taylor informed the board 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. The following is a report, which was prepared in compliance with generally accepted accounting principles, of PRPC's portfolio from January 1, 2023 through March 31, 2023.

	Balance@ <u>12/31/22</u>	Balance@ <u>3/31/23</u>
PRPC's Money Market Fund	\$ 2,390,338	\$3,420,152
9-1-1's Money Market Fund	<u>139,835</u>	<u>122</u>
Total All Funds	<u>\$ 2,530,173</u>	<u>\$ 3,420,274</u>

The money market funds are deposited at Amarillo National Bank. The PRPC fund earned an average annual yield of 3.91% for the quarter. The 9-1-1 fund earned an average annual yield of 3.03% for the quarter. The book value and the market value were the same for each fund listed above. The investment portfolio was in compliance with the Public Funds Investment Act and PRPC Public Funds Investment Policies throughout the quarter. Staff recommends that the Board of Directors accept this report as submitted.

Dr. Bill Hallerberg moved to accept the PRPC Investment Fund Monthly Report. Mr. Dan Sams seconded the motion; the motion carried by unanimous vote.

7. **PRPC INVESTMENT POLICY**

Mr. Trent Taylor informed the board per the board discussion in March concerning investment of PRPC funds, an Investment Policy has been developed for your approval. Staff recommends that the Board of Directors accept this Policy as submitted.

Judge John Howard moved to accept the Investment Policy. Mr. Kerry Symons seconded the motion; motion carried by unanimous vote.

8. **PANCOM REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM**

Mr. Shane Brown presented an overview by Regional Services regarding the PANCOM system which supports routine daily communications and emergency response; as well as interoperable communications for multi-agency, multi-jurisdictional response to large-scale disasters (including those involving terrorism).

This is an informational item. No recommendation at this time.

9. **FY2022 REGIONAL CRIMINAL JUSTICE ASSISTANCE PROGRAM – JUSTICE ASSISTANCE GRANT PROJECT, TRUANCY PREVENTION PROJECT & VIOLENCE AGAINST WOMEN ACT PROJECT**

Ms. Daphne Morcom informed the board that each year, the Office of the Governor's, Public Safety Office (PSO) contracts with the PRPC to facilitate the distribution of the following Criminal Justice Assistance grant funds:

- **JAG (Edward Byrne Memorial Justice Assistance Grant Program)**
  - US Congressionally Appropriated through the US Department of Justice; and
- **JJ – (Juvenile Justice)**
  - Texas State 421 Funds; and
- **TP – (Truancy Prevention)**
  - Texas State 421 Funds; and
- **VAWA – (Violence Against Women Act of 2005)**
  - US Congressionally Appropriated

In October 2022, the CJAC met to review, discuss and amend their bylaws to begin the FY 2024 grant making process.

In December of 2022, the Public Safety Office (PSO) of the Governor's Office solicited applications for criminal justice projects during the state fiscal year 2023 grant cycle. On December 13th, PRPC staff distributed a Notice of Fund Availability to 472 eligible entities in the Panhandle Region. Workshops were held on January 3<sup>rd</sup> and 5<sup>th</sup> to assist applicants with their application composition and submission. Virtual make-up workshops were also held on January 9<sup>th</sup>, 18<sup>th</sup>, 25<sup>th</sup>, 30<sup>th</sup> and February 1<sup>st</sup> for those who were unable to attend the in-person workshops. There were 39 attendees combined between the workshops. PSO set the application deadline on February 9, 2023.

PSO received one (1) grant applications under the VAWA category. The CJAC met on March 28<sup>th</sup> to hear oral presentations and prioritize application for the Victim Services categories. PSO received twelve (12) grant applications under the JAG and one (1) grant application under TP category from the Panhandle Region. There were no applications received under the JJ category. The CJAC met on April 10<sup>th</sup> to hear oral presentations and prioritize applications under the TP and JAG categories.

Final appropriations and grant funding determinations will be made by PSO and should be announced before September 1, 2023. PRPC staff recommends the Board of Directors approve of the CJAC's recommended Grant Prioritization List for the Truancy Prevention, Edward Byrne Justice Assistance Grant, and Violence Against Women Act applications and authorize their submission to PSO. PRPC staff recommends the Board of Directors approve the CJAC's recommended Grant Prioritization List for the Truancy Prevention, Edward Byrne Justice Assistance Grant, and Violence Against Women Act applications and authorize their submission to the PSO.

Mr. Juan Cantu moved to approve the CJAC's recommended Grant Prioritization List for the Truancy Prevention, Edward Byrne Justice Assistance Grant, and Violence Against Women Act applications and authorize their submission to PSO. Judge Ronnie Gordon seconded the motion; the motion carried by unanimous vote. Abstaining from the vote were Judge Christy Dyer, Mr. Kerry Symons, and Mr. Winston Sauls.

#### 10. **FY2024 REGIONAL CRIMINAL JUSTICE GRANT FUNDING RECOMMENDATION APPROVAL**

Ms. Daphne Morcom informed the board that each year, the Office of the Governor's, Public Safety Office (PSO) contracts with the PRPC to facilitate the distribution of the following Criminal Justice Assistance grant funds:

- **VOCA – (Victims of Crime Act of 1984 & 2005)**
  - US Congressionally Appropriated; and

In October 2022, the CJAC met to review, discuss and amend their bylaws to begin the FY 2024 grant making process.

In December of 2022, the Public Safety Office (PSO) of the Governor's Office solicited applications for criminal justice projects during the state fiscal year 2023 grant cycle. On December 13th, PRPC staff distributed a Notice of Fund Availability to 472 eligible entities in the Panhandle Region. Workshops were held on January 3<sup>rd</sup> and 5<sup>th</sup> to assist applicants with their application composition and submission. Virtual make-up workshops were also held on January 9<sup>th</sup>, 18<sup>th</sup>, 25<sup>th</sup>, 30<sup>th</sup> and February 1<sup>st</sup> for those who were unable to attend the in-person workshops. There were 39 attendees combined between the workshops. PSO set the application deadline on February 9, 2023.

PSO received eight (8) grant applications under the VOCA. The CJAC met on March 28<sup>th</sup> to hear oral presentations and prioritize application for the Victim Services categories.

Final appropriations and grant funding determinations will be made by PSO and should be announced before September 1, 2023. PRPC staff recommends the Board of Directors approve the CJAC's recommended Grant Ranking Prioritization List for the Victims of Crime Act applications and authorize their submission to the PSO.

Mr. Juan Cantu moved to approve the CJAC's recommended Grant Ranking Prioritization List for the Victims of Crime Act applications and authorize their submission to PSO. Judge John Howard seconded the motion; the motion carried by unanimous vote. Abstaining from the vote were Judge Christy Dyer, Mr. Winston Sauls, and Mr. Kerry Symons.

11. **APPEAL OF RECOMMENDATION OF FUNDING ALLOCATION OF PROJECTS FOR CJAC VOCA**

Ms. Daphne Morcom informed the board that each year, the Office of the Governor's, Public Safety Office (PSO) contracts with the PRPC to facilitate the distribution of the following Criminal Justice Assistance grant funds:

- **VOCA – (Victims of Crime Act of 1984 & 2005)**
  - US Congressionally Appropriated;

With the last agenda item, this body was presented with the priority ranking that the CJAC approved at their March 28<sup>th</sup> meeting for the VOCA projects. At that meeting, the CJAC met and reviewed applications and heard presentations from the FY2024 VOCA grant applicants. A funding recommendation was made by the CJAC in regards to distribution of funds should the region not receive enough funds to fully fund each project in the amount in their original applications. On April 5, 2023 a Notice to Applicants and to regarding the outcome of the VOCA prioritization process was sent out to all VOCA applicants and the CJAC. On April 12, 2023 an appeal regarding the funding recommendation was filed with PRPC's Executive Director. Regional Government Services Staff consulted with the Panhandle Regional Planning Commission's (PRPC) Executive Director regarding the appeals process and the Office of the Governor's, Public Safety Office (PSO) regarding their opinion.

The appeals process states that the PRPC Executive Director decides on a course of action taken when an appeal is received. PRPC's Executive Director asked that the CJAC have an emergency meeting to review the appeal and re-evaluate the funding recommendations with this additional information. As always, the recommendation passed by the CJAC is only a recommendation. The PRPC Board of Directors has the latitude to review all aspects and can approve as they deem appropriate.

The CJAC held an emergency meeting on April 20<sup>th</sup>, 2023 to review the information provided in the appeal, engage in discussion and vote on their funding recommendations. PRPC staff updated the funding recommendation chart that reflects the CJAC's decision and then presented the funding recommendation chart to the PRPC Board of Directors.

The recommendation on funding for the region's FY2024 VOCA projects from the PRPC Board of Directors will be sent to the Office of the Governor's, Public Safety Office. Those submissions are due no later than May 5, 2023. Final appropriations and grant funding determinations will be made by PSO. PRPC expects to receive those announcements around September 1, 2023. PRPC staff recommends the Board

of Directors approve the CJAC's recommended Grant Funding Recommendations for the Victims of Crime Act applications and authorize their submission to the PSO.

Mr. Juan moved to approve the CJAC's recommended Grant Funding Recommendations for the Victims of Crime Act (VOCA) applications and authorize their submission to the PSO. Judge Ronnie Gordon seconded the motion; the motion carried by unanimous vote. Abstaining from the vote were Judge Christy Dyer, Mr. Winston Sauls, and Mr. Kerry Symons.

12. **PRESENTATION AND UPDATE ON THE KICK-OFF EVENT FOR THE PRPC REGIONAL INFRASTRUCTURE ACCELERATOR PROGRAM**

Ms. Amber Gerber presented an update concerning the Regional Infrastructure Accelerator program funded through the United States Department of Transportation, Build America Bureau covering the 26 counties in the PRPC region as well as the 15 counties in the South Plains Association of Governments (SPAG) to provide innovative financing programs for regional transportation.

This is an informational item. No recommendation at this time.

13. **CONSIDERATION OF A RESOLUTION TO SUPPORT THE PURCHASE OF THE WORKFORCE DEVELOPMENT BUILDING AT 3120 EDDY ST. AMARILLO**

Mr. Marin Rivas presented a resolution to the board supporting the purchase of the Workforce Development building and the pursuit of establishing partners to raise the necessary capital to facilitate the purchase. In his presentation, Mr. Rivas provided examples of the meaningful impact of the Workforce Solutions Panhandle citing the 1,983 children served daily, provided services to 10,668 employers and 4,374 total job placements.

Dr. Bill Hallerberg moved to approve the resolution. Mr. Kerry Symons seconded the motion; the motion carried by unanimous vote.

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

A. Comments from the Executive Director.

Mr. Steven Cortez will be resigning from the Board because he is moving to Amarillo and out of PSA 1. In the next couple of months, we will be holding an election in PSA#1 for a minority elected seat. If you know of anyone that might be interested in serving on the Board please direct them to me. We sincerely appreciate Mr. Cortez service on the Board over the course over the last 2 years who was a good addition and will be missed. Please help me in thanking Steven.

The former AAA employee, Mrs. Mayorga was sentenced to 5 years' probation and restitution. She will be paying back the money over the course of the 5 year probationary period. Which should close out that issue.

I want to thank Mike and Melissa both for doing an outstanding job while I was out on Medical leave as well as the staff and directors in the building who continued the PRPC mission without missing a beat. Thank you to all of the Board Members for your continued Support and Service. Please feel free to reach out to me if you ever need anything or have any questions.

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

- 3/23/2023 – Advance Care Planning Part II Presentation, Donley County Senior Citizens
- 3/27/2023 – MC versus MC Advantage Presentation, Tulia Senior Citizens
- 3/27/2023 – MIPPA Outreach, Memphis Housing Authority
- 3/28/2023 – CJAG-VOCA and VAWA Prioritization Meeting
- 3/29/2023 – PROMPT
- 3/30/2023 – Region 1 Canadian Upper-Red Flood Planning Group Meeting
- 3/30/2023 – Economic Development Advisory Committee

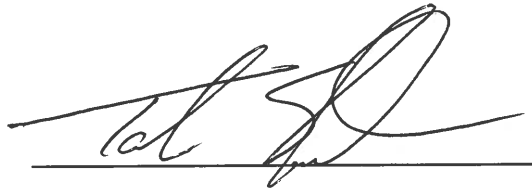
- 4/04/2023 – Low Income Medicare Savings Program Presentation, Hedley Housing Authority
- 04/6/2023 – SAC Eldercare Conference-AAA Sponsor
- 4/10/2023 – CJAG-JAG and TP Prioritization Meeting
- 4/11/2023 – Low Income Medicare Savings Program Presentation, Wellington Senior Citizens
- 4/18/2023 – Panhandle Water Planning Group Executive Committee
- 4/19/2023 – Panhandle Water Planning Group Ag Committee
- 4/19/2023 – Panhandle Water Planning Group Full Committee
- 4/19/2023 – EMC Regional Meeting, Randall County Fire Station

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

- 5/05/2023 – Older Americans Month 2023 Celebration, Region 16
- 5/12/2023 – Panhandle Regional 9-1-1 Network Advisory Committee
- 5/17/2023 – PRPC Regional Infrastructure Accelerator Kick-Off Event
- 5/24/2023 – Ombudsman Program Presentation

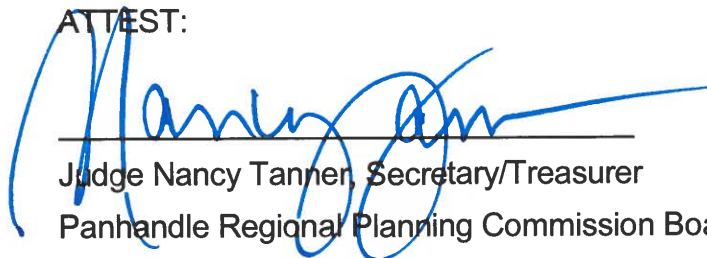
15. **ADJOURNMENT**

There being no further business, the meeting was adjourned at 2:40 p.m.



Mayor Tobe Shields, Chairman  
Panhandle Regional Planning Commission  
Board of Directors

ATTEST:



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