

# PANHANDLE REGIONAL PLANNING COMMISSION

## BOARD OF DIRECTORS MEETING

### Minutes

June 22, 2023

The meeting of the Board of Directors of the Panhandle Regional Planning Commission was held at 1:30 p.m. on Thursday, June 22, 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:**

- Phillip Self, Greenbelt Municipal & Industrial Waste Authority
- Nancy Tanner, Potter County Judge
- 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
- Mr. Daniel Jackson, City of Dimmitt
- 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
- Shawn Ballew, Oldham County Judge
- Cleo Castro, Citizen Representative, City of Cactus
- Harold Keeter, Swisher County Judge
- Greg Lewellen, Mayor, City of Friona
- Dan Looten, Carson County Judge
- Cole Stanley, Mayor, City of Amarillo
- Yolanda Robledo, Alderwoman, City of Bovina

#### **MEMBERS ABSENT:**

- Rank Cogdell, Briscoe County Judge
- Walter "Four" Price, Texas State Representative, District 87
- Sal Rivera, Sheriff, Castro County
- Pat Sims, Commissioner, City of Dumas
- Juan Cantu, Lipscomb County Commissioner
- Kerry Symons, Mayor, City of Perryton

**STAFF PRESENT:** Mr. Dustin Meyer, Executive Director; Mr. Trent Taylor, Director of Finance; Mr. Alex Guerrero, Local Government Services Director; Ms. Lori Gunn, Regional Services Director; Mr. Marin Rivas, Workforce Development Director; Ms. Daphne Morcom, Regional Services Program Specialist; Ms. Kathryn English, Area Agency on Aging Operations Manager; Mr. John Schaumburg, Regional 911 Network GIS Program Manager; Ms. Paige Goodell, Local Government Services Manager; Ms. Kristen Duree, Local Government Services Program Specialist; Ms. Melissa Whitaker, Executive Assistant

**OTHERS PRESENT:** Jennifer Foster, Senator Charles Perry - District Director

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

Mr. Tobe Shields 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**

Judge John Howard moved to accept the minutes from April 27, 2023. Mr. Buster Davis seconded the motion; the motion carried by unanimous vote.

5. **VOUCHERS**

Mr. Winston Sauls moved to approve the vouchers for the month of April 2023. Judge Dan Looten seconded the motion; the motion carried by unanimous vote.

6. **PRPC INVESTMENT FUND MONTHLY REPORT**

Mr. Trent Taylor informed the board 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 April 27, 2023 for funds under our control. I submit the following for your approval.

	Balance@ <u>3/31/23</u>	Balance@ <u>4/30/23</u>	Balance@ <u>5/31/2023</u>
PRPC's Money Market Fund	\$3,420,152	\$3,931,804	\$4,198,243
9-1-1's Money Market Fund	122	27,706	27,793
	<hr/>	<hr/>	<hr/>
Total MMIA Funds	<u>\$3,420,274</u>	<u>\$3,959,510</u>	<u>\$4,226,036</u>
CDARS CD	Duration	Return	
5/11/2023	26 Weeks	4.85%	\$500,000
Total Invested Funds			<u>\$4,726,036</u>

The money market funds are deposited at Amarillo National Bank. The PRPC fund rate for the month of May was 4.57%. The 9-1-1 fund earned an average annual yield of 3.53%. The book value and the market value were the same for each fund listed above. The investment portfolio followed the Public Funds Investment Act and PRPC Investment Policies. Staff recommends that the Board of Directors accept the report as submitted.

Judge Christy Dyer moved to accept the PRPC investment fund monthly report. Mr. Winston Sauls seconded the motion; the motion carried by unanimous vote.

7. **APPROVAL OF PSA-3 TO FILL VACATED MINORITY CITIZEN REPRESENTATIVE SEAT**

Ms. Melissa Whitaker informed the board the PRPC Bylaws call for representation of minority citizens on the Board of Directors. These designated minority seats are filled through a direct election process. With the resignation of Mr. Steven Cortez from the Board of Directors it was necessary to have an election in PSA-3 to fill this vacated minority citizen seat. The PSA-3 meeting was held on Tuesday, June 6<sup>th</sup> at 5:00 p.m. in the City of Dimmitt and a new representative was elected to fulfill the minority citizen position for PSA-3 on the PRPC Board of Directors. Staff recommends that the Board of Directors approve the PSA-3 election results of Mr. Daniel Jackson to fill the vacant seat to represent minority citizens on the PRPC Board of Directors.

Mr. Buster Davis moved to approve the results of the election and approve Mr. Daniel Jackson filling the vacant position of Minority Citizen Representative. Judge Christy Dyer seconded the motion; the motion carried by unanimous vote.

## 8. PRPC BUILDING MAINTENANCE SERVICES CONTRACT AMENDMENT

Mr. Dustin Meyer informed the board in February 2019 the PRPC Board of Directors approved a contract with JKB Company, Inc. dba: Accord Commercial Realty Services to provide property management and maintenance services for the PRPC Building. This agreement was for a period of 24 months with option periods for three (3) additional twelve (12) month options to the primary terms of the agreement. PRPC has entered into the second of the option periods. In discussing future maintenance and renovation projects it was noticed that Article O. and P. of the agreement is not in alignment with current PRPC procurement policies which were updated and allow for small purchase procurement procedures to be used with projects costs at or below a threshold of \$40,000.

Article O. of the Accord Commercial Realty Services contract states the following:

- *Offer and perform specialized project specific building maintenance/remodeling/repair services on a cost per project basis as authorized by PRPC management. No such individual project shall have a cost of \$25,000 or more. All such work shall be performed in compliance with applicable city and state codes and regulations.*

Article P. of the Accord Commercial Realty Services contract states the following:

- *Coordinate and/or subcontract for the performance of project specific building maintenance/remodeling/repair work on a cost per project basis with outside contractors/vendors as authorized by PRPC management. No such individual project shall have a cost of \$25,000 or more. All such work shall be performed in compliance with applicable city and state codes and regulations.*

This agenda item will update the current building maintenance services contract to increase maintenance, remodeling or repair work done under Articles O. and P. of the primary agreement to increase from \$25,000 to \$40,000 as allowed for in current PRPC Procurement policies. Staff recommends that the Board of Directors approve the contract amendment with JKB Company, INC. dba: Accord Commercial Realty Services primary agreement to adjust Article O and P to increase from \$25,000 to \$40,000 as allowed for in PRPC Procurement Policies.

Judge Dan Looten moved to approve the contract amendment with JKB Company, INC. Judge Ronnie Gordon seconded the motion; the motion carried by unanimous vote.

## 9. WORKFORCE PURCHASE: HIGH DEMAND JOB TRAINING PROGRAM – AMARILLO ISD

Mr. Marin Rivas informed the board in 2022, PRPC workforce development staff collaborated with the Amarillo Economic Development Corporation and local Independent School Districts (ISDs) to facilitate another High Demand Job Training Program grant opportunity from the Texas Workforce Commission (TWC) to match Workforce Innovation and Opportunity Act (WIOA) funds to local economic development sales tax funding, on a dollar-for-dollar basis. Funds were awarded to PRPC to administer, a portion of which are intended to be utilized to purchase equipment for the Amarillo ISD's AmTech Career Academy to expand the diesel automotive technician program. Amarillo ISD is requesting for the funding to be used to purchase two Diesel Engine Training Benches manufactured by Toolkit Technologies and available to government entities through The Interlocal Purchasing Systems (TIPS).

Members approved PRPC's Executive Director to enter into an Interlocal Agreement with TIPS in August of 2020 to allow PRPC to become a member and gain access to the TIPS national purchasing contracts. The proposed Training Benches, and related equipment, for a total cost to PRPC of \$115,000 in grant funds, would be utilized with engines and related equipment purchased and owned by Amarillo ISD. Staff recommends that the Board authorize the Executive Director to purchase the equipment as described above from Toolkit Technologies, for the amount of \$115,000, pending the receipt of grant funds from the Texas Workforce Commission and the sales tax monies from the Amarillo Economic Development Corporation.

Mr. Cole Stanley moved to authorize the Executive Director to purchase equipment as described above from Toolkit Technologies. Judge Harold Keeter seconded the motion; the motion carried by unanimous vote.

10. **GRANT AGREEMENT FOR MATCHING FUNDS TOWARDS THE WORKFORCE BUILDING PURCHASE: AMARILLO AREA FOUNDATION**

Mr. Marin Rivas informed the board In the April Board meeting, members considered a resolution to support the purchase of the Workforce Development Building at 3120 Eddy Street in Amarillo, as well as to make building improvements consisting of parking lot repairs, installation of a bus stop and shelter, and updating the interior HVAC controls system, using funds awarded to PRPC by the U.S. Economic Development Administration (EDA). Members were updated on a requirement in the \$2.5M EDA grant for matching contributions to the grant in the amount of \$550,000.

As part of the effort to secure the matching contributions, staff submitted an application to the Amarillo Area Foundation (AAF) under a Discretionary Grant funding opportunity. Last month, the AAF approved a grant award to PRPC in the amount of \$100,000 to be utilized toward securing the required matching funds for the purchase of the building contingent upon the receipt of sufficient funds received from all sources to complete the project. The award stipulates that if by May 31, 2024, that funds sufficient to complete the project have not been satisfied, the obligation of the AAF under the agreement terminates. The AAF has provided PRPC with a Grant Agreement for execution stating the Terms and Conditions including contingencies. Staff recommends that the Board authorize the Executive Director to execute the Grant Agreement with AAF as described above.

Judge Harold Keeter moved to authorize the Executive Director to execute the Grant Agreement with AAF as described above. Mr. Dan Sams seconded the motion; the motion carried by unanimous vote.

11. **FOOD NET PROGRAM FUNDING AGREEMENT – UNITED WAY**

Ms. Kathryn English informed the board that The Area Agency on Aging operates a home delivered meal program for Potter and Randall counties. The FoodNET Program or “Nutrition for Experienced Texans” aims to provide healthy and nutritious meals to older adults and individuals living with disabilities with the goal of reducing hunger and food insecurity. FoodNET promotes individuals’ ability to remain independent in their own homes and offers the vital support needed for older adults to age in place with the dignity of choice.

In November 2022, the AAA submitted an application to the United Way of Amarillo and Canyon and has been awarded \$90,000 for the UWAC fiscal year beginning on April 1, 2023 and ending on March 31, 2024. This is an increase from \$84,100, which was received in the last few funding cycles. This funding will allow FoodNET to continue serving the nutritionally at-risk, income-constrained older adults residing in the City of Amarillo. AAA staff recommends that the Board of Directors authorize the Executive Director and the PRPC Board Chairman to sign the funding agreement for the United Way of Amarillo and Canyon to further the FoodNET Program.

Judge Ronnie Gordon moved to accept the recommendation of the AAA staff for the Board to authorize the Executive Director and the PRPC Board Chairman to sign the funding agreement for the United Way of Amarillo and Canyon to further the FoodNET Program. Judge Christy Dyer seconded the motion; the motion carried by unanimous vote.

12. **AREA AGENCY ON AGING ADVISORY COUNCIL APPOINTMENTS**

Ms. Kathryn English informed the board that according to the Administrative Regulation #38, the membership of the Area Agency on Aging Advisory Council shall consist of no more than 18 members with representation from the following groups: older individuals residing in rural areas, clients of Title III services, older individuals, minority older individuals who participate or are eligible to participate in OAA programs, local elected officials, general public, veterans’ health care providers, service providers, family caregivers of older individuals who are minority or who reside in rural areas, business community representatives, representatives of older

individuals, representatives of health care provider organizations, people with leadership experience in the private and voluntary sector, and representatives of supportive services provider organizations. The regulation further requires the PRPC Board of Directors to appoint all AAA Advisory Council members. The members serve an initial three-year term.

The AAA has identified community members who are engaged in advocacy work for older adults, provide services to AAA clients, and who have the ability to effectively represent the needs of older adults in Amarillo and across the region. Staff recommends that the Board of Directors appoint Shana Beaty, Pamela Bell, Marci Leffler, and Ameka Mobley to serve on the Area Agency on Aging Advisory Council.

Judge Nancy Tanner moved to approve the appointment of Shana Beaty, Pamela Bell, Marci Leffler, and Ameka Mobley to serve on the AAA Advisory Council. Judge Kim Jones seconded the motion; the motion carried by unanimous vote.

### 13. **PANHANDLE REGIONAL 9-1-1 NETWORK QUARTERLY PERFORMANCE REPORT**

Mr. John Schaumburg informed the board that 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 Q3 performance report covering March, April, and May.

- There were 27,203 9-1-1 calls received from the 21 regional call centers of which 21,812 were wireless or 81%.
- Staff monitored twenty Public Service Answering Points (PSAPs) with no findings.
- PSAP staff and PRPC staff performed 1,592 Network test calls.
- There were four outages during this quarter.
- The region received 1,682 text messages during this period, with the vast majority as test texts.

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.

Mr. Buster Davis moved to accept the Panhandle 9-1-1 Network's quarterly performance report. Judge Kim Jones seconded the motion; the motion carried by unanimous vote.

### 14. **REGIONAL MASS NOTIFICATION SYSTEM PROJECT (PARIS) SERVICE AGREEMENT**

Ms. Delaney Pruett informed the board that the Panhandle Area Regional Information System (PARIS) is a mass notification system that enables local officials to send emails, text messages, and phone calls to people in the region. Most commonly, PARIS is used to warn and inform the public of hazardous situations, whether it be severe weather, a child abduction, or another time-sensitive incident. Some counties use this system to dispatch volunteer responders as well. Additionally, residents can sign up to receive general community notices from their local government and weather alerts from the National Weather Service. This system is available to county and city officials as well as hospitals and other organizations in the region. It is funded annually through the Homeland Security Grant Program (HSGP), where the Panhandle Regional Emergency Management Advisory Committee (PREMAC) is charged with coordinating regional projects that meet homeland security national priority areas.

Since PARIS began in 2008, the PRPC has contracted with the Alliance for Community Solutions (ACS) to provide the i-INFO platform for PARIS. Local officials can sign into this web-based platform and send timely messages to their community. Over time, it has become apparent that our region's local officials aren't using PARIS to its full capability, and when promoting the system, PRPC staff were made aware of

the difficulties in using the system. The i-INFO platform is cumbersome and difficult to use. When it began, the platform was top of the line, but as technology has progressed, it has not kept up and is outdated. PRPC Staff began exploring other mass notification software vendors that could offer the same or more in terms of features, while also being easier to use. Because this system is funded through a grant program, there was a strict price ceiling put in place. Once it was determined that there were several other vendor options within the budget for this project, PRPC Staff asked the PREMAC if they would like to consider moving PARIS to a different vendor's platform. The overwhelming answer was yes, they would like to look at switching vendors. The feedback PRPC Staff received from local officials in the region echoed the sentiments of several PREMAC members. The PREMAC asked PRPC Staff to survey the region's emergency management coordinators and other frequent users of the system to gauge their needs and what they would like to see in a new system.

Using the feedback from the survey, a wide net was cast to look at all of the vendors that provided mass notification systems. Besides the budget of \$50,000 annually, another important feature the region needs is IPAWS capabilities. IPAWS messages can be sent by local officials to all cell phones in an area during a life-threatening event, similar to an Amber Alert. FEMA manages the credentials for local officials to access IPAWS and monthly training is required to maintain access. The i-INFO platform has this functionality, so it is a feature that is required for a new platform. After those two conditions were met, there were several other features and functionality that were considered. Additionally, Staff talked with other local governments and other Councils of Government about their systems, what they liked and what they didn't like, and had many demonstrations from vendors. In the end, PRPC Staff narrowed it down to four companies: CivicReady, Genasys, Everbridge, and Inspiron Logistics - WENS.

In April 2023, a regional meeting was held at the Randall County Fire Station and all PARIS users, EMCs, and other interested parties were invited to see demonstrations from the final four companies. Participants were able to offer feedback on each one, and then at the end, on which vendor they liked best or if they would rather keep i-INFO. This feedback was collected and presented to the PREMAC in May 2023 along with an in-depth look comparing each system and vendor. Through a silent vote, it was decided that WENS would be the best vendor to meet the mass notification needs of the region while at a price point that would allow the PREMAC to fund other projects in the region.

The WENS platform provided by Inspiron Logistics has all of the features the region needs in a mass notification system while being exceptionally easy to use. This platform switch will be a welcome change for local officials and hopefully will allow for easier communication with their residents.

Everbridge	Genasys	CivicReady	Inspiron Logistics (WENS)
Year 1: \$55,804 Years 2-5: \$49,202	\$49,977 with a 5-year contract	\$42,998.99 with a 3-year contract	\$16,825 with a 3-year contract

PRPC Staff asks that you favorably consider changing the vendor for the PARIS Mass Notification System from the Alliance for Community Solutions to Inspiron Logistics and direct PRPC's Executive Director to enter into a one-year contract with the option to renew for two additional years with Inspiron Logistics to provide the WENS platform at an annual price of \$16,825.

Judge Harold Keeter moved to accept changing the vendor for the PARIS Mass Notification System from the Alliance for Community Solutions to Inspiron Logistics. Judge John Howard seconded the motion; the motion was carried by unanimous vote.

15. **2023 CRIMINAL JUSTICE STRATEGIC PLAN APPROVAL**

Ms. Daphne Morcom informed the board that each year, the PRPC enters into a contract with the Criminal Justice Division of the Governor's Office (CJD) to administer the Panhandle Regional Criminal Justice Program. Part of that process is the development of a strategic plan that will outline the PRPC's vision related to criminal

justice issues within the region. In the past, CJD required each jurisdiction to complete a community plan to identify local priorities and help foster relationships between agencies. CJD rescinded the jurisdictional community plans in 2014 and began asking the regional Council of Governments (COGs) to develop strategic plans at the regional level. CJD continued the strategic planning requirement and placed weight at the state level by adding the results to the new CJD score sheet for prioritizing grants. The Executive Summary from each region's strategic plans will be compiled into a statewide report for Texas. Essentially, the Strategic Plan is an administrative document summarizing the priorities in the region as well as the services currently available to help identify program gaps. The plan will be utilized going forward as a guide for agencies applying under the funding opportunities administered by the COGs (VOCA, VAWA, JAG, JJ & TP). It will also assist CJD in developing strategies for other funding streams administered through their office.

PRPC staff has conducted planning sessions and worked with local jurisdictions to develop our regional plan. The 2023 Strategic Plan will be uploaded to the PRPC website for use around the region. The PRPC staff recommends the Board of Directors consider approval of the Panhandle Regional Planning Commission Regional Criminal Justice 2023 Strategic Plan.

Judge Christy Dyer moved to approve the PRPC Regional Criminal Justice 2023 Strategic Plan. Mr. Winston Sauls seconded the motion; the motion carried by unanimous vote.

**16. PANHANDLE REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE APPOINTMENTS**

Ms. Lori Gunn informed the board that the PRPC Administrative Regulation #36 governs the duties, activities and composition of the Panhandle Regional Emergency Management Committee (PREMAC). The advisory committee is comprised of 40+ PRPC Board-appointed members who geographically represent the broad spectrum of emergency management interests and disciplines in the Texas Panhandle.

Listed below are the names of the PREMAC members who've recently resigned along with the names of their recommended replacements. To the extent possible, when a member resigns, we attempt to replace him/her with a candidate representing the same discipline as the out-going member. This helps us in maintaining the composition requirements of PRPC Administrative Regulation #36. With regard to the members whose current terms have expired, PRPC is recommending the following.

<u>Current Member whose Term has Expired</u>	<u>Discipline Represented</u>	<u>PRPC Staff Recommendation</u>
<u>Cindy Irwin County Judge Hutchinson County</u>	<u>Local Government</u>	<u>Reappoint Judge Irwin to another 3-year term ending 31-May-26</u>
<u>Lee Davila City Manager City of Friona</u>	<u>Local Government</u>	<u>Reappoint Mr. Davila to another 3-year term ending 31-May-26</u>
<u>Tommy Brooks EMC Moore County</u>	<u>Emergency Management Coordinator</u>	<u>Reappoint Mr. Brooks to another 3-year term ending 31-May-26</u>
<u>Chip Orton EMC Amarillo OEM</u>	<u>Emergency Management Coordinator</u>	<u>Appoint Mr. Max Dunlap, Director to a 3-year term ending 31-May-26</u>
<u>Mike Gittinger Meteorologist in Charge Amarillo NWS</u>	<u>Related Federal Agencies</u>	<u>Appoint Ms. Joanne Culin, Warning Coordination Meteorologist; to a 3-year term ending 31-May-26.</u>
<u>JoDee Robison Business Development Director Rico Aviation</u>	<u>Fire Service Organization</u>	<u>Reappoint Mr. Robison to another 3-year term ending 31-May-26</u>

<u>Current Member whose Term has Expired</u>	<u>Discipline Represented</u>	<u>PRPC Staff Recommendation</u>
<u>Howard Heath</u> <u>EMS</u> <u>City of Claude</u>	<u>EMS Service Organization</u>	<u>Appoint Mr. Jacob Clifton, EMS, Gray County to a 3-year term ending 31-May-26</u>
<u>P.J. Lemons</u> <u>Director</u> <u>Panhandle RAC</u>	<u>Health &amp; Medical Services</u>	<u>Reappoint Mr. Lemons to another 3-year term ending 31-May-26</u>
<u>Kyle Brack</u> <u>Advisor, Pantex</u> <u>Emergency Svc</u> <u>CNS Pantex Plant</u>	<u>Major Industry Interests</u>	<u>Reappoint Mr. Brack to another 3-year term ending 31-May-26</u>
<u>Eric Wallace</u> <u>Criminal Justice</u> <u>Director</u> <u>Amarillo College</u>	<u>Schools or School Associations</u>	<u>Appoint Mr. Stephen Malley, Fire Academy Coordinator, Amarillo College to a 3-year term ending 31-May-26</u>
<u>John Fisher</u> <u>General Manager</u> <u>Palo Duro River</u> <u>Authority</u>	<u>Water Districts or Authorities</u>	<u>Appoint TBA to a 3-year term ending 31-May-26</u>
<u>Dr. Sherri Gress</u> <u>Safety Director</u> <u>TX Animal Health</u> <u>Commission</u>	<u>Schools or School Associations</u>	<u>Appoint Dr. Nicole Sheedy, Veterinarian, TX Animal Health Commission to a 3-year term ending 31-May-26</u>

PRPC staff recommends that the PRPC Board of Directors appoint the individuals identified in this memo to serve on the Panhandle Regional Emergency Management Advisory Committee for the term indicated by their name.

Judge Ronnie Gordon moved to appoint the identified individuals to serve on the PREMAC for the term indicated by their name. Judge Nancy Tanner seconded the motion; the motion carried by unanimous vote.

**17. PRESENTATION AND UPDATE BY THE TEXAS BROADBAND DEVELOPMENT OFFICE**

Mr. Alex Guerrero presented an overview of the Texas Broadband Development Office (BDO), which was established by House Bill 5, 87<sup>th</sup> Legislative Session. In accordance with the legislation, the office will:

- Create an accurate broadband map of eligible vs. ineligible areas for financial assistance. The map will have a challenge process to dispute any perceived inaccuracies.
- Establish a long-term, statewide plan that addresses strategies and goals for expanding access to and further adoption of broadband service.
- Award grants or other financial instruments to meet the goals of the plan.
- Set the effective threshold speed for broadband service (25 Mbps download/3 Mbps upload).
- Engage in outreach to communities regarding the expansion.
- Address barriers for future expansion efforts.

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

**18. 2023 COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGIES (CEDS) APPROVAL**

Ms. Paige Goodell informed the board that the 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. One of the special award conditions of PRPC's planning grant is to provide a comprehensive rewrite of the Texas Panhandle Comprehensive Economic Development Strategy (CEDS) every five years and an update to the CEDS annually.



This year, PRPC Staff conducted an annual update to highlight the activities of the Economic Development District, update regional data for economic distress, and track the Action Plan progress. The EDA requires that the advisory committee review and approve the CEDS annually prior to submission. Additionally, because the economic development efforts of the region continue to become more intertwined with local government, PRPC Staff feels that it is appropriate for the annual updated CEDS to be reviewed by the PRPC governing body. The update is a two-page document which will be incorporated into the 30+ page five-year comprehensive rewrite that was done in 2021. The 2023 CEDS update is available on the PRPC website. PRPC Staff recommends that the Board of Directors authorize the Executive Director to sign approval of the 2023 Update to the Comprehensive Economic Development Strategies (CEDS) document.

Mr. Dan Sams moved to authorize the Executive Director to sign approval of the 2023 Update to the CEDS document. Mr. Buster Davis seconded the motion; the motion carried by unanimous vote.

#### 19. MISCELLANEOUS NON-ACTION INFORMATION ITEMS

##### A. Comments from the Executive Director.

Thank you and welcome to Mayor Stanley and to Mr. Daniel Jackson for being willing to serve on this body. We certainly look forward to both of your participation.

Art Lara who was renting space on the 3<sup>rd</sup> floor for over 20 years has retired. As such we have vacant office space there and are in advanced discussions with 2-1-1 to lease that space. 2-1-1 works very closely with our Regional Services and AAA Department and is a very natural fit here at the Planning Commission facilities. We anticipate bringing the lease back to this body for approval next month.

Currently we are working on an Engineering RFQ for an assessment on the buildings HVAC system primarily the Chiller. The unit is old and has struggled significantly to keep up with demand and requires constant repairs the last several years. There is an opportunity through the State Energy Conservation Office for a low interest loan (.25%) to replace the chiller, but we first want to get a recommendation from an engineer on the best way to tackle repairs and or replacement. We will potentially be presenting the results of the RFQ next month as well.

In July the Chairman will be selecting the Nominating and Awards Committee for the Annual Meeting, if you are interested in serving on those bodies please contact Melissa or I for further information.

Thank you to all of the Panhandle communities who have lent their time, services and support to the City of Perryton in this time of need. Perryton truly has amazing leadership in place to tackle this disaster, but it is great to see the Panhandle pull together to help this community. Continued thoughts and prayers for the Perryton community who certainly has a long road to recovery.

Thank you to all of the Board Members for your continued Support and Service. Thank you to our guests for being present today including Jennifer Foster from Senator Perry's office.

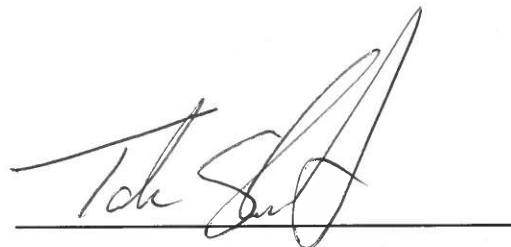
##### B. Report on the following recent Planning Commission sponsored regional meetings:

- 4/28/2023 – Speaking Grief – BSA Hospice – AAA Panelist
- 5/4/2023 – Transfer on Death Deed (TODD) Presentation, Hedley Lions Club
- 5/4/2023 – Keep Texas Recycling (KTR) workshop, Dumas, TX

- 5/9/2022 – Amarillo City Council Meeting – Proclamation of Older Americans May 2023
- 5/17/2023 – PREMAC Meeting
- 5/17/2023 – Regional Infrastructure Accelerator (RIA) Kick-Off Event
- 5/19/2023 – Ombudsman Program Presentation
- 5/23/2023 – Panhandle Rural Transportation Planning Organization (PRPO) Meeting
- 5/26/2023 – Regional 9-1-1 Advisory Meeting
- 5/31/2023 – Original MC vs MC Adv Presentation, Memphis Lions Club
- 6/6/2023 – High Plains Regional Working Group/Texas BDO Kick-Off
- 6/7/2023 – CG Educational Support Group
- 6/12/2023 – Second Cup – Destination Medicare Interview
- 6/14/2023 – Texas Panhandle Inspectors Association (TPIA) Meeting
- 6/15/2023 – Panhandle Regional Organization to Maximize Public Transportation (PROMPT) Strategic Sub-Committee Meeting

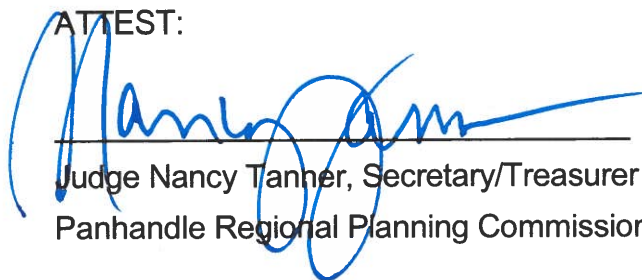
C. Announcement of tentatively scheduled Planning Commission sponsored regional meetings:

- 6/22/2023 – Groundwater Management Area (GMA) #1 Meeting
- 6/27/2023 – Destination Medicare presentation
- 6/28/2023 – Region 1 Canadian-Upper Red Regional Flood Planning Group (RFPG) Meeting
- 6/29/2023 – Economic Development Advisory Committee (EDAC) Meeting
- 7/5/2023 – CG Educational Support Group
- 7/18/2023 – Region A Panhandle Water Planning Group (PWPG) Meeting



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

ATTEST:



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