

PANHANDLE REGIONAL PLANNING COMMISSION

BOARD OF DIRECTORS MEETING

Minutes

August 24, 2023

The meeting of the Board of Directors of the Panhandle Regional Planning Commission was held at 1:30 p.m. on Thursday, August 24, 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 8th Avenue, Amarillo, Potter County, Texas.

MEMBERS PRESENT:

- Buster Davis, Mayor, City of Gruver
- Christy Dyer, Randall County Judge
- Juan Cantu, Lipscomb County Commissioner
- Dr. John Howard, Donley County Judge
- Karen Price, Citizen Representative, Pampa
- Dan Sams, Mayor, City of Wheeler
- Winston P. Sauls, City of Borger
- Tobe Shields, Mayor, City of Spearman
- Cleo Castro, Citizen Representative, City of Cactus
- Harold Keeter, Swisher County Judge
- Dan Looten, Carson County Judge
- Sal Rivera, Sheriff, Castro County
- Yolanda Robledo, Alderwoman, City of Bovina
- Phillip Self, Greenbelt Municipal & Industrial Waste Authority
- Rank Cogdell, Briscoe County Judge

MEMBERS ABSENT:

- Nancy Tanner, Potter County Judge
- Shawn Ballew, Oldham County Judge
- Pat Sims, Commissioner, City of Dumas
- Dr. Bill Hallerberg, Canadian River Municipal Water Authority
- Cole Stanley, Mayor, City of Amarillo
- Kerry Symons, Mayor, City of Perryton
- Ronnie Gordon, Hartley County Judge
- Daniel Jackson, City of Dimmitt
- Kimberly Jones, Childress County Judge
- Oscar Ostos, Citizen Representative, Amarillo
- Greg Lewellen, Mayor, City of Friona
- Walter "Four" Price, Texas State Representative, District 87

STAFF PRESENT: Mr. Dustin Meyer, Executive Director; Mr. Trent Taylor, Director of Finance; Mr. Mike Peters, Regional 9.1.1 Network Director/Executive Deputy Director; Mr. Alex Guerrero, Local Government Services Director; Ms. Lori Gunn, Regional Services Director; Ms. Daphne Morcom, Regional Services Program Specialist; Ms. Paige Goodell, Local Government Services Manager; Mr. Max Seymour, Local Government Services Program Specialist; Mr. Jarian Fred, Local Government Services Program Specialist; Ms. Delaney Pruett, Regional Emergency Management Planning Program Coordinator; Ms. Amber Gerber, Local Government Services Program Specialist; Ms. Heather Reid, Workforce Development Contract/Accounting Manager; Mr. Marin Rivas, Workforce Development Director; Ms. Melissa Whitaker, Executive Assistant

OTHERS PRESENT: Mr. Blake Vineyard, West Texas Deputy Regional Director for Senator Ted Cruz; Mr. Carter Estes, Intergovernmental Affairs Liaison

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**

Judge John Howard gave the invocation.

3. **PUBLIC COMMENT**

No public comments were made.

4. **MINUTES**

Judge Dan Looten moved to accept the minutes from July 27, 2023. Judge Christy Dyer seconded the motion; the motion carried by unanimous vote.

5. **VOUCHERS**

Mr. Winston Sauls moved to approve the vouchers for the month of July 2023. Mayor Buster Davis 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.

The money market funds are deposited at Amarillo National Bank. The PRPC fund rate for the month of July was 5.12%. The 9-1-1 fund earned an average annual yield of 4.25%. 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.

	<u>Balance@</u> <u>3/31/23</u>	<u>Balance@</u> <u>6/30/2023</u>	<u>Balance@</u> <u>7/31/2023</u>
PRPC's Money Market Fund	\$3,420,152	\$3,513,971	\$3,528,893
9-1-1's Money Market Fund	122	67	106,103
Total MMIA Funds	<u>\$3,420,274</u>	<u>\$3,513,972</u>	<u>\$3,634,996</u>

CDARS CD	Duration	Return	
5/11/2023	26 Weeks	4.85%	\$500,000
6/29/2023	26 Weeks	4.85%	\$500,000
Total Invested Funds			<u>\$4,634,996</u>

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

7. **2024 PRPC DUES STRUCTURE**

Mr. Trent Taylor informed the board that the bylaws of the Panhandle Regional Planning Commission require the Board of Directors to recommend a membership dues structure to the general membership for each fiscal year. The general membership will convene at the up-coming annual meeting to formally approve the membership dues structure for the 2024 Planning Commission year. The Planning Commission's membership dues rate is presently set at 8.5¢ per capita. Using the 2020 Census, the current rate translates into approximately \$69,364 in revenue to the Commission (see attached listing which depicts each of our local government's dues amounts based on the 8.5¢ per capita dues rate). Local dues funds are used primarily as matching dollars for various regional programs, seed money for special projects and for certain specific Commission operational expenses. The Planning Commission's

proposed 2024 budget has been prepared assuming no increase in the membership dues rate and the continuing high level of local government membership participation. The Executive Committee of the Board of Directors will be meeting prior to the Board meeting to review the staff's suggested 2024 dues structure. The committee will present recommended action to the full Board of Directors on Thursday.

Mr. Dan Sams moved for the Executive Committee to consider reviewing the staff's suggested 2024 dues structure and present recommended action to the full Board of Directors. Mr. Dan Looten seconded the motion; the motion carried by unanimous vote.

8. **2024 PRPC STRATEGIC WORK PROGRAM AND BUDGET**

Mr. Trent Taylor informed the board that the Bylaws of the Planning Commission require the Board of Directors to annually review and recommend a work program and budget to the general membership. The general membership then reviews and adopts the budget at each year's annual meeting. The proposed 2024 Strategic Work Program and Budget is enclosed for your review. The document will be presented in detail to the Board's Executive Committee at their meeting prior to the Board meeting. The proposed 2024 Strategic Work Program and Budget will then be presented to the entire Board, with the Executive Committee's recommendations during the Board of Directors meeting. Staff will be prepared to answer any and all questions that you might have as you consider the Panhandle Regional Planning Commission's 2024 Strategic Work Program and Budget.

Mr. Harold Keeter moved for the Executive Committee to consider reviewing the proposed 2024 PRPC Strategic Work Program and Budget and present its recommendation to the Board of Directors. Mr. Winston Sauls seconded the motion; the motion carried by unanimous vote.

9. **WORKFORCE PURCHASE: HIGH DEMAND JOB TRAINING PROGRAM – FRANK PHILLIPS COLLEGE BORGER CAMPUS**

Mr. Marin Rivas informed the board that in 2022, PRPC workforce development staff collaborated with the Borger Economic Development Corporation and Frank Phillips College in Borger 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 Frank Phillips College to expand the Process Technology program. The College is requesting for the funding to be used to purchase thirteen (13) Lenovo computers to be utilized in the Process Technology computer lab to accommodate PetroSkills training simulations, and two (2) Microsoft Surface Pro Business tablets to be used in conjunction with a Hands-on Process Operator Skills Trainer (HPOST) that was purchased with one of the College's Jobs & Education for Texans (JET) grant program awards. Both products are available to government entities through the Texas Department of Information Resources (DIR) Statewide Technology Contracts following the guidance set forth in the Texas Comptroller of Public Accounts' (CPA's) Procurement and Contract Management Guide and in compliance with Texas state statutes and rules for procurements. The proposed purchase, for a total cost to PRPC of \$49,803.88 in grant funds, are documented in the attached quote from SHI Government Solutions. Both products are available to government entities through the Texas Department of Information Resources (DIR) Statewide Technology Contracts following the guidance set forth in the Texas Comptroller of Public Accounts' (CPA's) Procurement and Contract Management Guide and in compliance with Texas state statutes and rules for procurements.

Judge Christy Dyer moved to authorize the Executive Director to purchase the equipment from SHI Government Solutions, for the amount of \$49,803.88, pending the receipt of grant funds from the Texas Workforce Commission to match the sales tax monies recently invested in Frank Phillips College by the Borger Economic Development Corporation. Mr. Buster Davis seconded the motion; the motion carried by unanimous vote.

10. **PURCHASE OF REGIONAL 9-1-1 NETWORK CALL RECORDERS**

Mr. Michael Peters informed the board that the Panhandle Regional 9-1-1 Network has received funding to replace the 21 Regional Call Recorders from Vista Com Inc. Vista Com has been the preferred vendor for the Panhandle due to their reliability, ability to provide responsive repairs, and their ability to provide a very custom solution for the

panhandle region. Specifically, they have networked our call recorders together to allow each Public Safety Answer Point (PSAP) to browse, listen to, and download their local calls, the 9-1-1 calls, text to 9-1-1 conversations, and the radio traffic that are recorded at the host locations. This ability to listen to all of the traffic that is relative to each call center has saved countless hours for each agency in reconstructing an incident. The Planning Commission continues to feel that the reliability and benefits of this solution are significant. Vista Com has provided a quote to replace and configure the regions 9-1-1 call recorders through an HGAC Procurement Contract Price of \$315,000. This pricing includes the delivery, configuration, and setup of all of the region's 9-1-1 call recorders. The quote from Vista Com # HOU005095 is attached behind this memo.

Mr. Juan Cantu moved to authorize the Executive Director to contract with Vista Com to purchase and install Network Call Recorders. Mr. Buster Davis seconded the motion; the motion carried by unanimous vote.

11. **PANHANDLE REGIONAL 9-1-1 NETWORK ADVISORY COMMITTEE APPOINTMENTS**

Mr. Michael Peters informed the board that the Panhandle Regional 9-1-1 Network Advisory Committee is composed of a representative from each of the region's 21 public-safety answering points and three representatives from the telecommunication industry. The Procedures and Policies of the Panhandle Regional 9-1-1 Network Advisory Committee requires members to serve staggered three-year terms, limited to two consecutive three-year terms. The Committee is designed to provide general guidance and policy direction to the Panhandle Regional 9-1-1 project. As the Regional 9-1-1 Network Advisory Committee will be meeting one week prior to this meeting, staff will bring the recommended list of candidates after they have been approved by the Regional 9-1-1 Advisory Committee.

Mr. Buster Davis moved to recommend the appointment or re-appointment of these individuals to serve on the 9-1-1 Network Advisory Committee. Judge Harold Keeter seconded the motion; the motion carried by unanimous vote.

12. **REGIONAL PUBLIC TRANSPORTATION COORDINATION PLANNING APPLICATION AND CONTRACT**

Ms. Amber Gerber informed the Board that PRPC has been in the Public Transportation Arena since 2006 with the adoption of the Region's first Regional Transportation Coordination Plan. Since then, much has been accomplished through the partnership of PRPC Staff and the Advisory Committee, the Panhandle Regional Organization to Maximize Public Transportation (PROMPT). In 2022, the fourth iteration of the Comprehensive Plan was adopted which set forth new goals for another 5-year planning process. With the adoption of the 2022-2026 Regionally Coordinated Public Transportation Plan, the PRPC and PROMPT set forth specific areas of focus to conduct in-depth research that includes increasing outreach to transportation users, exploring new opportunities for multi-modal connections within the existing transit system, identifying opportunities for coordination and centralization of service or resource pooling, and improving connectivity between transportation agencies and resources. This month, TxDOT informed PRPC that they would receive \$40,000 to continue work on the coordinated transportation planning process for the third period in the 2024 program year based upon state-wide metrics data. LGS Staff have prepared and submitted an application to receive these funds and anticipates that a project grant agreement (PGA) with TxDOT to receive these funds will be received by September 1st, 2023. These funds will allow PRPC staff to continue to hold PROMPT meetings, continue public involvement, and begin work on planning and assessments for individual needs identified in the 2022-2026 Regionally Coordinated Transportation Plan.

Mr. Buster Davis moved to authorize the Executive Director of PRPC to submit the application for continuation funding and execute the project grant agreement with TxDOT to receive the Public Transportation Coordination Project planning grant funding. Judge Harold Keeter seconded the motion; the motion carried by unanimous vote.

13. **RESOLUTION TO SUPPORT THE FUTURE TEXAS INTERSTATE HIGHWAY 27 EXTENSION**

Ms. Amber Gerber informed the Board that Regional Councils of Government are created under Chapter 391 of the Texas Local Government Code. The purpose of Regional Councils is to “Join and cooperate to improve the health, safety, and general welfare of their residents and Plan for the future development of communities, areas, and regions...” PRPC Staff has worked closely with transportation related issues over the past 19 years in the areas of both public transportation (through the PROMPT) and road infrastructure through two RPO’s. The expansion of I-27 holds great promise for the Texas Panhandle in that it can increase commercial traffic in the region for economic development purposes and improve the infrastructure running along the corridor. The updated Resolution accomplishes two purposes: Urges the Federal Congressional Delegation and TxDOT to invest in the development and construction of Future Interstate Highway 27. Urges TxDOT to invest in the development and construction of Future Interstate Highway 27 through pre-UTP Planning Authority, Development Authority within the UTP; and Letting Authority within the UTP. The Ports-to-Plains Alliance is seeking broad support for the continuation of the federal designation of I-27. Attached you will find a fact sheet on HB1079 as well as an updated resolution of support for the I-27 expansion concept. Staff feels that any expansion of the I-27 concept is beneficial to the Texas Panhandle region.

Mr. Dan Looten moved to authorize the Executive Director to execute an updated resolution supporting the Ports-to-Plains efforts in the planning and construction of the Future Interstate Highway 27. Judge Harold Keeter seconded the motion; the motion was carried by unanimous consent.

14. **TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT – STATE URGENT NEED FUND INTERLOCAL AGREEMENT FOR APPLICATION ASSISTANCE SERVICES**

Mr. Alex Guerrero informed the Board that on June 15th, 2023, the City of Perryton faced a devastating tornado causing significant damage to homes, businesses, and vital infrastructure. Tragically, the event resulted in three casualties and inflicted significant losses on the community. The city promptly undertook measures to restore normalcy, but substantial expenses were incurred to repair local infrastructure. Preliminary assessments noted the destruction or damage of around 30 businesses (employing approximately 400 individuals) and nearly 400 homes due to the tornado's impact. The city's gas system, owned and operated by Perryton, was also temporarily offline, though swift action ensured its rapid recovery and the resumption of service to the community. Prompt action by the City of Perryton, along with the Governor's Disaster Declaration, facilitated their application to the State Urgent Need (SUN) Fund program under the Texas Department of Agriculture. This program offers financial aid for disaster relief in cases where a state disaster declaration has been proclaimed. The program prioritizes funding for crucial needs like water and sewer infrastructure, along with the reconstruction and rehabilitation of public facilities and utilities. With a funding range of \$100,000 to \$500,000, the SUN Fund program requires no matching funds from the community. Following the same format established during TxCDBG application process, an interlocal agreement has been developed in order to comply with TDA programmatic requirements as well as maintain the long-established tradition of conducting application preparation at no charge to communities in the region. The interlocal agreement will easily allow for an optional amendment to be considered upon notice of award that will allow PRPC to provide the project management services if so desired by the applicant.

Mr. Phillip Self moved to authorize the Executive Director of the PRPC to execute Interlocal Cooperation Contract with the City of Perryton to provide Texas Community Development Program – State Urgent Need Fund Application Assistance Services. Mr. Winston Sauls seconded the motion; the motion carried by unanimous vote.

15. **REGIONAL CRIMINAL JUSTICE ADVISORY COMMITTEE APPOINTMENTS**

Ms. Daphne Morcom informed the Board that the main duties of the Criminal Justice Advisory Committee (CJAC) are to oversee the grant programs made available through the Office of the Governor's Criminal Justice Division. Funding comes from a variety of state and federal sources which includes:

- VOCA Funds through the Victims of Crime Act;
- VAWA funds through the Violence Against Women Act;

- JAG Funds through the Edward Byrne Justice Assistance Grants and State 421 Funds; and
- JJDP Funds through the Juvenile Justice and Delinquency Prevention Act.

PRPC Administrative Regulation No. 34 establishes the size and composition of the committee and sets the member term lengths. The CJAC is comprised of at least 17 members, who serve 3-year staggered terms, with one-third of the membership being appointed or reappointed by the PRPC Board each year. There are currently no term-limits for this committee.

This year, four members were up for re-appointment and five member needed to be replaced. PRPC staff has contacted all of the FY 2024 recommended appointees and all have confirmed that they are all willing and able to serve. They include the following:

<u>Name</u>	<u>Title/Organization</u>	<u>Area of Interest</u>
Nina Parvin	Lieutenant, Randall County Jail Division	Prosecution or Regional Court System
Traci Rogers	Executive Director, No Boundaries International Amarillo	Non-profit Organization
Joe Jarosek	City Manager, City of Canadian	Regional Municipalities
Monty Hysinger	Superintendent, Dumas ISD	Regional Education System
Shalyn Hamlin	District Attorney, Castro County	Prosecution or Regional Court System (Partial Term)
Louis Sanchez	Captain, Amarillo Police Department	Regional Law Enforcement (Partial Term)
Landon Swan	Police Chief, Hereford Police Department	Regional Law Enforcement
Sandra Garza	TCOOMMI Program Director, Texas Panhandle Centers	Regional Mental Health
Karen McGahen	Assistant Executive Director, Tralee Crisis Center	Victim Services

Mr. Phillip Self moved to approve the nominated individuals for appointment or reappointment to serve on the FY 2024 Regional Criminal Justice Advisory Committee. Mr. Dan Sams seconded the motion; the motion carried by unanimous vote.

16. PANHANDLE REGIONAL LAW ENFORCEMENT ACADEMY CONTRACT

Ms. Daphne Morcom informed the Board that each year the PRPC applies for funding through the Governor’s Criminal Justice Division (CJD) to support law enforcement training activities in the region. This training is provided to regional officers through the Panhandle Regional Law Enforcement Academy (PRLEA). PRPC has contracted with Amarillo College to operate the PRLEA since its inception. Outside of the Amarillo Police Academy, which is reserved for the training of Amarillo’s police force, the PRLEA is the only other TCOLE-certified (Texas Commission on Law Enforcement) basic training academy in the region. The vast majority of officers currently employed throughout the region graduated from the PRLEA and in the course of a normal year, nearly every officer will take advantage of the Academy’s in-service training opportunities. As training requirements and liability levels increase on law enforcement, it is important that the peace officers in our region develop and maintain a professional expertise and awareness of the law. Earlier this month, PRPC staff met with Amarillo College (AC) to discuss the terms of this year’s contract. As done with the last contract, we are going to maintain the proportional payment approach. This approach enabled the PRLEA to provide In-Service courses throughout the contract period as opposed to exhausting all the funds six months into the contract. The contract only pays for training delivered to TCOLE-certified officers employed by a city or county in the region. However, quite often, individuals from other agencies will attend training along with the officers being covered under the PRPC’s contract. The other agencies pay for their training costs separately.

Judge Christy Dyer moved to authorize the Executive Director to enter into contract with Amarillo College for the operation of the Panhandle Regional Law Enforcement Academy for FY 2024. Mr. Winston Sauls seconded the motion; the motion carried by unanimous vote.

17. **CITY OF CANYON INTERLOCAL AGREEMENT FOR ADMINISTRATION OF A HAZARD MITIGATION GRANT**

Ms. Delaney Pruett informed the Board that The City of Canyon has submitted a grant application through the Federal Emergency Management Agency (FEMA) Hazard Mitigation Grant Program, which is administered by the Texas Division of Emergency Management (TDEM). This funding will cover the development of a Master Drainage Plan for the City of Canyon with a 90% federal / 10% local cost share. The Hazard Mitigation Grant Program is a federal program that jurisdictions can only participate in if they have an approved hazard mitigation plan. Every county in the region has a current hazard mitigation plan, and it's updated every 5 years. The Hazard Mitigation Grant Program is authorized under Section 404 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act. This grant program allows sub-recipient management costs to be utilized for the administration of the project. These funds are provided at 100% federal cost-share, there is no local match required for the administration costs. PRPC Staff has helped the City write and submit the grant application and worked on follow-up questions from TDEM and FEMA over the past year. The City has been notified that this project will be funded under the DR-4586 grant, however, an official award letter has not been received yet. In anticipation of this award, the City of Canyon has asked that PRPC's Regional Services department administer the project, utilizing the administration funds provided by FEMA. Upon approval, the Executive Director will execute an Interlocal Agreement in anticipation of the grant approval.

Judge Christy Dyer moved to approve the authorization of the Interlocal Agreement for Professional Services from the PRPC's Regional Services Department on the City of Canyon Master Drainage Plan Project if funded under the DR-4586 by the PRPC Executive Director. Mr. Buster Davis seconded the motion; the motion was carried by unanimous vote.

18. **CITY OF PERRYTON INTERLOCAL AGREEMENT AND RESOLUTION FOR THE TDHCA HOME DISASTER PROGRAM**

Ms. Delaney Pruett informed the Board that the city of Perryton was hit by a tornado on the evening of June 15, 2023. The tornado took three lives and injured many more. It also impacted a mobile home community and several other residential areas in the town, along with many of their Main Street businesses. Recovery is an ongoing effort and will continue for some time. After this event, PRPC Staff reached out to the North Central Texas Council of Government to talk about resources and programs available to aid in recovery efforts. Fortunately, the Panhandle hasn't seen a tornado impact a City like this in quite a few years, so we wanted to ensure we were aware of all the potential recovery assistance programs available. One of the programs recommended was the HOME Program through Texas Department of Housing and Community Affairs (TDHCA). This program provides funds to assist lower-income households with home repairs, reconstruction, homebuyer assistance, and tenant-based rental assistance. Through discussions with TDHCA, we learned that this is typically an ongoing program that units of local governments can participate in, but they also have a disaster-relief section for events such as the Perryton tornado. After researching this program to confirm it would be beneficial, PRPC Staff reached out to Perryton officials about this opportunity. For this grant opportunity, we would be utilizing the disaster-relief funding for Homeowner Reconstruction Assistance (HRA). Based on the households impacted, Mayor Symons thinks this program would benefit the greatest number of people. For a household to be eligible for this program, the project will verify the following: home ownership, household income less than \$58,250/year for a 4-person household (80% of the Area Median Family Income), and damage/destruction caused by the tornado. This program provides up to \$135,000 per single family residence and \$90,000 per energy-efficient Manufactured Housing Unit (MHU). There is no match requirement for the homeowner, City of Perryton, or the PRPC. TDHCA does request that the applicant (PRPC) have a \$40,000 cash reserve to cover upfront costs (titles, deeds, inspections, etc.) which are 100% reimbursable. The family is required to live in the home for 5 years after reconstruction. If they move out before the 5 years is up, there would be a portion of money owed to TDHCA – depending on how long they have lived in the home. This program does allow

up to 4% of the housing cost be submitted as administrative costs. This agenda item is two-fold. In order to have our application with TDHCA reviewed for consideration we need a resolution from this board showing support for the program. Because this program is specific to the City of Perryton, we will also need the attached Interlocal Agreement to be approved for signature by PRPC's Executive Director. If approved for the project, PRPC will begin a campaign to reach those affected within the City of Perryton. Each household will be submitted to TDHCA individually for approval. PRPC will work with each household throughout the process.

Mr. Winston Sauls moved to approve this resolution to allow an application for the TDHCA HOME program to be submitted on behalf of the City of Perryton, and also consider allowing an Interlocal Agreement to be executed between the City of Perryton and the Panhandle Regional Planning Commission for administrative services for the TDHCA HOME Disaster-Relief Program. Mr. Juan Cantu seconded the motion; the motion carried by unanimous vote.

19. **PANHANDLE REGIONAL EMERGENCY PREPAREDNESS (PREP) CONFERENCE OVERVIEW**

Ms. Delaney Pruett informed the Board that The Panhandle Regional Emergency Management Advisory Committee (PREMAC) hosts the Panhandle Regional Emergency Preparedness (PREP) Conference annually in Amarillo. This conference is geared toward first responders, medical professionals, city and county administration, and disaster volunteers from the Panhandle and surrounding areas. This year's conference will be held on Thursday, September 21st from 8:00am – 5:00pm at the Amarillo Civic Center. There will be four main presenters speaking on the topics of critical infrastructure, cybersecurity, electric infrastructure, and animals in disaster. The Exhibit Hall will be full of vendor and partner tables and vehicles on display. In the afternoon, there will be breakout groups for all conference attendees where state and/or federal agencies will provide presentations and training pertaining to their subject matter. This conference is a great opportunity to connect with other emergency management personnel in the region. The cost of attendance is \$25/person, but all volunteer responders are free due to our wonderful sponsors! Eight hours of CEUs are available to those that want them as well. Attached is a flyer with QR codes to register. Please contact me with any questions!

This was an informational item. No action needed.

20. **NATIONAL PREPAREDNESS MONTH RESOLUTION**

Ms. Lori Gunn informed the Board that in any given year, major disasters will strike somewhere in the US. In 2023, here in the Panhandle we had an explosion, flooding and tornado events giving residents of this region good cause to be on the alert and remain prepared for events or conditions that could threaten their safety. The NPM theme for 2023 is Preparing for Older Adults and it states that older adults can face a greater risk for the multitude of extreme weather events and emergencies, especially if they are living alone, are low-income, have a disability or live in rural areas. The Ready Campaign's 2023 National Preparedness Month campaign will focus on preparing older adults for disaster, specifically older adults from communities that are disproportionately impacted by the all hazard events, which continue to threaten the nation. Every year since the NPM program began, the PRPC Board has elected to endorse the National Preparedness Month program in the Panhandle with the passage of a resolution. PRPC staff is recommending that the Board consider maintaining this tradition in 2023. The Panhandle is vulnerable to a variety of natural hazard threats. If the Board approves this resolution, it will be distributed to the region's cities and counties and they'll be encouraged to follow suit by declaring NPM in their own jurisdictions. Along with the resolution, PRPC staff will enclose some of the tools and resources found on FEMA's website to assist residents and communities in their preparedness planning efforts. This will also provide staff that opportunity to promote another Pan-handle-based preparedness activity that has become an annual staple, the Panhandle Regional Emergency Preparedness (PREP) Conference, which will be held this year on September 21st.

Judge Howard Keeter moved to approve passage of the resolution proclaiming September 2023 as National Preparedness Month in the Texas Panhandle. Mr. Buster Davis seconded the motion; the motion carried by unanimous vote.

21. PUBLIC SAFETY OFFICE INTERAGENCY COOPERATION CONTRACT

Ms. Lori Gunn informed the Board that annually, the PRPC receives funding from the Governor's Office to provide administrative services related to the implementation of the Panhandle's Regional Criminal Justice Grants Program (or CJD grants) and Regional Homeland Security Grants Program (or SHSP grants). Formerly, this funding came to the PRPC via two separate interlocal agreements; one from the Criminal Justice Division and the other, through the Homeland Security Grants Division. Both divisions are now housed within the Public Safety Office of the Office of the Governor. Since 2019, the Public Safety Office of the Office of the Governor has combined the CJD and SHSP contracts under a single agreement to cover the supportive services the PRPC is being asked to provide for the implementation of both regional grant programs. Those agreements annually start on September 1 and run through August 30. This agreement calls for the PRPC to facilitate a variety of services to agencies in the Panhandle. Services in the PSO contract include the distribution of Notices of Fund Availability to all eligible entities, a series of Grant Application Workshops, Oversight of the CJAC's and PREMAC's grant prioritization process. While the deliverables for the interlocal agreement are very similar to those we have seen in the past few years, the contract itself has quite a bit of additional wording in regards to default, subcontractors, audits, and termination of agreement. None of the additional wording on these items will prevent PRPC staff from completing the work for the region. It does lend one to wonder if other COGs had found loop holes in previous versions of the contract that are now tied up, or maybe the Office of the Governor has new attorneys on staff trying to earn their keep.

PRPC has discussed a renewal of the previous interlocal agreement which will include the same amounts as the current fiscal year. Which are as follows for FY 2024:

Criminal Justice	Homeland Security
\$72,128.00	\$23,500.00

The PSO contract program will begin on September 1, 2023. A draft copy of the interlocal agreement and statement of work for each program is attached for your review.

Judge Rank Cogdell moved to approve the authorization of the Executive Director to execute the FY 2024 Interlocal Agreement with the Office of the Governor, Public Safety Office upon receipt. Judge Dan Looten seconded the motion; the motion carried by unanimous vote.

22. EXECUTIVE SESSION PURSUANT TO SECTION 551.074 (PERSONNEL MATTERS)

Mayor Tobe Shields stated that the meeting will adjourn into an Executive Session as authorized under Texas Government Code Chapter 551; Section 551.074 to discuss the appointment/employment of Executive Director position as appropriate.

The public session of the Board of Directors Meeting reconvened at 2:48 p.m. by Mayor Tobe Shields. Judge Harold Keeter moved to close the Executive Session. Mr. Juan Cantu seconded the motion; the motion carried by unanimous vote.

23. CONSIDER AND TAKE APPROPRIATE ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION

Mayor Shields resumed the meeting and a recommendation was made to select Mr. Michael Peters as the Executive Director for PRPC at a salary of \$145,000 annually, car allowance of \$700 per month, cell phone allowance of \$100 per month and all benefits a PRPC employee would receive. Mr. Michael Peters agreed and accepted terms of the position.

Judge Dan Looten made a motion to accept the recommendation made. Judge John Howard seconded the motion; the motion carried by unanimous vote.

24. MISCELLANEOUS NON-ACTION INFORMATION ITEMS

A. Comments from the Executive Director.

As a reminder the PRPC annual meeting is September 28th. The PRPC Board Members and their guest are compliments of PRPC. The Board meeting will be held at 4:00 pm in CareXpress Room on the 30th Floor of the Amarillo Club. The Main program will be in the Main Dining Room on the 31st Floor, 600 S. Tyler Street. The Texas Department of Emergency Management will be the Keynote speaker – we have been working since early June with TDEM on getting Chief Nim Kidd, however they have not confirmed yet and we are assured that TDEM will be there to present. I want to thank Trent and his staff for working through the budget process due to several factors it was a difficult process this year, but as always, he and his staff did a great job of putting everything together. As this is my last Board meeting I just wanted to let the staff know that I have loved working for the organization for the last 9 years and representing all of the amazing work that is accomplished in the region each and every day. Working with the PRPC Board of Directors has been an absolute pleasure. Working directly with the leaders that are the epitome of the mission of PRPC as service to our communities is an honor and I will continue to watch the great things that will get accomplished by this organization.

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

- 7/31/2023 – Matter of Balance Coach Training, Wellington Senior Citizens
- 8/1/2023 – Transfer of Death Deed, Region 16
- 8/2/2023 – CG Educational Support Group
- 8/7/2023 – Ready/Set/Thrive, Canyon Senior Citizens
- 8/8/2023 – Medicare Fraud and Abuse Presentation, TOPS Group Canyon
- 8/10/2023 – High-Plains Broadband Regional Public Meeting
- 8/11/2023 – Legal Aide of NW Texas Law Conference
- 8/15/2023 – PROMPT Strategic Sub-Committee Meeting
- 8/18/2023 – Regional 9-1-1 Network Advisory Committee
- 8/18/2023 – Legal Aide of NW Texas
- 8/23/2023 – Panhandle Workforce Development Board meeting

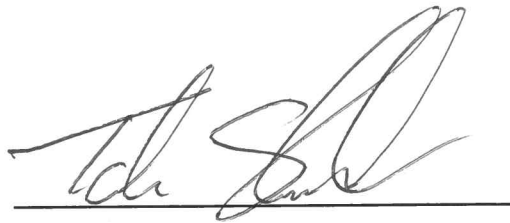
C. Announcement of tentatively scheduled Planning Commission sponsored regional meetings:

- 8/24/2023 – Panhandle Workforce Development Board Consortium's Governing Body meeting
- 8/30/2023 – Goodwill Endless Summer Resource Fair
- 9/6/2023 – CG Educational Support Group
- 9/6/2023 – Original Medicare vs Medicare Advantage, Gruver Lions Club
- 9/14/2023 – Matter of Balance Coach Training, Follett Community Center
- 9/19/2023 – Destination Medicare
- 9/21/2023 – Panhandle Regional Emergency Preparedness Conference

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

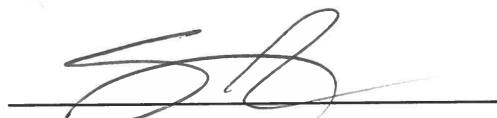
25. **ADJOURNMENT**

There being no further business, the meeting was adjourned at 2:53 p.m.



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

ATTEST:



Sheriff, Sal Rivera Vice Chair
Panhandle Regional Planning Commission
Board of Directors

