

**JOINT AGENDA
NORTHEAST TEXAS ECONOMIC DEVELOPMENT DISTRICT AND
ARK-TEX COUNCIL OF GOVERNMENTS BOARD OF DIRECTORS MEETING
December 9, 2021**

The Northeast Texas Economic Development District (NETEDD) and Board of Directors of the Ark-Tex Council of Governments (ATCOG) will meet at 10:00 a.m., Thursday, December 9, 2021, at the Titus County Extension Office, located at 1708 Industrial Road, Mt. Pleasant, Texas, as well as, via teleconference/webinar.

If attending via Zoom, use the following information to register for the meeting:
<https://us06web.zoom.us/join/zoom/register/tZAlfu2opzIqHtzQYBsbYF0dTIRCZdCxj4Q7>

If you experience issues while registering or do not have access to a computer, please contact Marla Matthews no less than two (2) workdays prior to the meeting at 903.255.3555 or mmatthews@atcog.org.

Item 1. Call to order – Quorum Determination.

Item 2. Invocation.

Item 3. Public Comment.

ATCOG invites members of the public to provide oral comment on any item included on this agenda under this item. Each person wishing to make a public comment shall be limited to 3 minutes with comments directed to the Board as a whole. Reasonable accommodation shall be made for members of the public utilizing a translator for public comment.

NETEDD Agenda Items

Item 4. Approval of the minutes as submitted for the NETEDD meeting held Thursday, September 30, 2021. (See page 3)

Item 5. Review and consider approval for NETEDD to request release of the Economic Development Administration's (EDA) federal interest in the NETEDD Revolving Loan Fund (RLF) Program. (See page 9; to be presented by staff member Melody Harmon)

Item 6. Review and consider approval of the submission of a NETEDD request to modify the NETEDD Revolving Loan Fund (RLF) Program Plan. (See page 16; to be presented by staff member Melody Harmon)

Item 7. Review and consider approval of the utilization of defederalized revolving loan funds as match for the U.S. Department of Agriculture Rural Business Development Grant RLF application. (See page 18; to be presented by staff member Melody Harmon)

This concludes all NETEDD agenda items.

ATCOG Board of Directors Agenda Items

Item 8. Approval of the minutes as submitted for the ATCOG Board of Directors Meeting held Thursday, September 30, 2021. (See page 20)

Regular Business

- Item 9. Review and consider approval of the submission of an application to the U.S. Department of Agriculture (USDA) for a Rural Business Development Grant (RBDG) Program Revolving Loan Fund grant. (See Page 26; to be presented by staff member Toni Lindsey)
- Item 10. Review and consider approval of the region-wide Billboard Advertising contract renewal as part of the 9-1-1 Public Education Program. (See page 28 and [addendum page 1](#); to be presented by staff member Rea Allen)
- Item 11. Review and consider approval of the 9-1-1 equipment replacement purchases for the region's thirteen Public Safety Answering Points. (See page 30; to be presented by staff member Rea Allen)
- Item 12. Review and consider approval of a 2-Year contract with East Texas Police Academy/Kilgore College. (See page 33 and [addendum page 8](#); to be presented by staff member Patricia Haley)
- Item 13. Review and consider approval of the revisions to the Regional Criminal Justice Advisory Committee Bylaws. (See page 35; to be presented by staff member Patricia Haley)
- Item 14. Review and consider approval of the revisions to the Regional Criminal Justice Advisory Committee local priorities and the grant application scoring instrument. (See page 50; to be presented by staff member Patricia Haley)
- Item 15. Review and consider approval of appointments of ATCOG Board of Director members to the Executive Committee and Audit Committee. (See page 71; to be presented by Judge Brian Lee)

Other Business

- Item 16. Update on the passage of SB 476; 87th Texas Legislature (SART Teams). (To be presented by staff member Patricia Haley)
- Item 17. ATCOG Building Renovations Update. (To be presented by Executive Director Chris Brown)
- Item 18. Texas Association of Regional Councils presentation. (To be introduced by Chris Brown)

Announcements

The next Executive Committee meeting will be held Thursday, January 27, 2022, at 10:00 a.m., at the Northeast Texas Small Business Development Center, 105 North Riddle Avenue, Mt Pleasant, Texas, as well as, via teleconference/webinar.

Pursuant to the Texas Open Meeting Act, Government Code Chapter 551 one or more of the above items may be considered in executive session closed to the public, including but not limited to consultation with attorney pursuant to Texas Government Code Section 551.071 and Section 551.074 arising out of the attorney's ethical duty to advise ATCOG concerning legal issues arising from an agenda item. Any decision held on such matter will be taken or conducted in open session following the conclusion of the executive session.

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services are requested to contact Administration at 903-832-8636 two (2) work days prior to the meeting so that appropriate arrangements can be made.

All agendas are sent electronically and available at www.atcog.org. Should any Board Member need a copy printed and available at the meeting, please call 903.255.3555 or email mmatthews@atcog.org.

**JOINT MINUTES
NORTHEAST TEXAS ECONOMIC DEVELOPMENT DISTRICT AND
ARK-TEX COUNCIL OF GOVERNMENTS BOARD OF DIRECTORS MEETING
September 30, 2021**

The Northeast Texas Economic Development District (NETEDD) and Board of Directors of the Ark-Tex Council of Governments (ATCOG) met at 10:00 a.m., Thursday, September 30, 2021, at the Titus County Extension Office, located at 1708 Industrial Road, Mt. Pleasant, Texas, as well as, via teleconference/webinar.

Item 1. L.D. Williamson, Judge, Red River County, called the meeting to order.

Item 2. Doug Reeder, Judge, Morris County, gave the invocation.

Item 3. Lowell Walker, Mayor, City of DeKalb, Texas, provided the following public comments.

Mayor Walker presented the Texas Water Development Board (TWDB) update. He advised that the State is currently discussing the release of \$5 billion in ARPA funds. TWDB is requesting all Texas Councils of Governments to notify their elected senators and representatives to ensure the TWDB is properly funded when funding becomes available. He further stated that if TWDB is awarded \$400-\$500 million, they can fund every application requesting to upgrade their infrastructure.

Mayor Walker requested that the ATCOG Board contact their elected officials and notify other Councils of Governments to support properly funding the TWDB so Texas can repair its aging infrastructure.

Mayor Walker thanked the Board for their time.

NETEDD Agenda Items

Item 4. The next order of business was to review and consider approval of the minutes as submitted for the NETEDD meeting held Thursday, June 24, 2021, at the Titus County Extension Office, Mt. Pleasant, Texas, as well as, via teleconference/webinar.

Motion to approve was made by Brian Lee, Judge, Titus County, and seconded by Scott Lee, Judge, Franklin County. It was approved.

Item 5. Chris Brown, Executive Director, presented for review and consideration approval of NETEDD's portion of ATCOG's Financial Plan for fiscal year ending September 30, 2021.

Motion to approve was made by Judge Brian Lee and seconded by Brandon Bell, Judge, Lamar County. It was approved.

Item 6. Toni Lindsey, Regional Development Manager, presented for review and consideration approval for the ATCOG Executive Director to apply for a Build Back Better Regional Challenge grant through the U.S Department of Commerce Economic Development Administration (EDA).

Lengthy discussion regarding the application ensued.

Motion to approve was made by Robert Newsom, Judge, Hopkins County and seconded by Marc Reiter, Mayor, City of Hooks. Discussion followed. It was approved.

This concluded all NETEDD agenda items.

ATCOG Board of Directors Agenda Items

Item 7. Mr. Brown presented the following consent agenda items:

- Approval of the minutes as submitted for the ATCOG Board of Directors Meeting held Thursday, June 24, 2021, at the Titus County Extension Office, Mt. Pleasant, Texas, as well as, via teleconference/webinar.
- Approval of the minutes as submitted for the ATCOG Homeland Security Advisory Committee Meeting held August 19, 2021, at the Hopkins County Fire Department, Sulphur Springs, Texas.
- Ratification of the Interlocal Cooperation Agreement between ATCOG and the Public Safety Office within the Office of the Governor.

Motion to approve was made by Judge Newsom and seconded by Mayor Reiter. It was approved.

Executive Closed Session

Item 8. Judge Williamson announced that the Open Session would recess and go into Executive Closed Session to discuss personnel matters as allowed in the Texas Open Meetings Act, Section 551.074, Executive Director's performance evaluation.

Open Session/Regular Business

Item 9. The Board of Directors reconvened in Open Session. Upon review of Mr. Brown's performance evaluations, Judge Williamson recommended that he should receive a 3% COLA increase.

Motion to approve was made by Judge Bell and seconded by Mayor Reiter. It was approved.

Judge Williamson then invited the Texas Attorney General's office to present Global Opioid Settlement information. The Board thanked the Attorney General's office for their informative presentation.

Item 10. Mr. Brown presented for consideration approval of ATCOG's Financial Plan for fiscal year ending September 30, 2022.

Mr. Brown noted that this was the ATCOG Work Program and Financial Plan combined and not necessarily a budget because ATCOG does not have taxing or oversight authority. As required by legislation, the ATCOG Work Plan and Financial Plan presents each grant's objectives, work tasks, performance measures, implementation schedules, human resource requirements and budget information.

Mr. Brown explained that within each State or Federal grant that ATCOG administers, the funding agency has complete oversight for the individual grant programs and that funding sources regulate categories in which ATCOG is allowed to spend funds.

Mr. Brown added that the Plan included recommended merit step increases for several staff along with a 3% COLA increase for all staff. Funding is provided for the Salary Schedule effective October 1, 2021.

Mr. Brown stated that ATCOG's revenues will increase by \$1,800,000 overall. He explained that

changes in funding from the prior year include:

- An increase of approximately \$1,700,000 in transportation. Vehicle purchases have caused some fluctuation to total revenue amounts, and funds will be rolling forward due to CARES/ARPA funding FY20/21. Most funding will expire this year and mid-2023.
- An increase of \$50,000 in housing revenue. It will begin to stabilize with the expiring CARES funds.
- AAA will see a decrease of \$400,000 based on current projections.
- Criminal Justice and Homeland Security will see a slight decrease in contract amounts FY22. However, Homeland Security does see an overall increase from radio infrastructure grant.
- Environmental will see an increase with the contract for the Region 2 Flood Planning Group funding.
- 9-1-1 Emergency Communications is experiencing a planned decrease with the utilization of the CSEC Fund Balance.
- Regional and Economic Development Programs continue to see a positive impact due to EDA CARES funding, the absorptions of the CTEDD RLF portfolio, and a focus to bring in new grant administration and 504 loans.

Mr. Brown added that ATCOG's health care provider will continue to be Texas Municipal League (TMLIEBP) and that the premiums for the basic medical plan increased again this year. ATCOG will increase its defined contribution amount from \$773.04 per month for each employee's basic medical coverage to \$789.82, which is 100% of the employee premium. Employee dental insurance premiums will remain at \$28.44 per month. Rates for life and AD&D did not change.

Mr. Brown explained that the published Indirect rate will fall slightly to 19.28% based on Total Direct Personnel Cost. The Benefit rate will increase to 56.6%.

Mr. Brown requested to utilize \$87,500 of ATCOG Unrestricted Funds for Aging match and dues payments.

Mr. Brown added that the housing program is budgeted to maintain a three-month reserve balance and ATRDC will maintain a \$20,000 reserve balance per contract.

A motion to approve was made by Judge Newsom and seconded by Judge Brian Lee. It was approved.

Item 11. Mr. Brown presented for review and consideration authorizing the Executive Director to proceed with the procurement of a contractor to complete renovations at the Texarkana office building.

Motion to approve was made by Judge Brian Lee and seconded by Judge Bell. It was approved.

Item 12. Mary Beth Rudel, Deputy Director, presented for review and consideration approval of revisions to ATCOG Policy and Procedures Manual.

Motion to approve was made by Doug Reeder, Judge, Morris County, and seconded by Mayor Reiter. It was approved.

Item 13. Ms. Rudel presented for review and consideration approval of the utilization of ATCOG's indirect cost rate for ATCOG employees working on behalf of the Texarkana Urban Transit District.

Motion to approve was made by Judge Newsom and seconded by Mr. Scott Norton, President/CEO of TeXAmericas. It was approved.

Item 14. Leslie McBride, Human Resources Director, presented for review and consideration annual renewal of the ATCOG Ethics Policy Manual and review Transportation Program funding requirements pertaining to integrity and ethical behavior as mandated by the Texas Transportation Commission and Texas Department of Transportation (TXDOT).

Motion to approve was made by Mr. Norton and seconded by Bobby Howell, Judge, Bowie County. It was approved

Item 15. Ms. McBride presented for review and consideration approval of updates to the Equal Employment Opportunity Plan as required by the Texas Department of Transportation.

Motion to approve was made by Mr. Norton and seconded by Judge Howell. It was approved.

Item 16. Ms. McBride presented for review and consideration adoption of the ATCOG Flexible Benefits Cafeteria Plan for FY 2022, as authorized under Section 125 of the Internal Revenue Code of 1986.

Motion to approve was made by Judge Newsom and seconded by Judge Howell. It was approved.

Item 17. Whitney Fezell, presented for review and consideration approval of continual use of allocation formula for FY2022 as the method for allocating State Homeland Security Program (SHSP) funds to jurisdictions.

Motion to approve was made by Judge Brian Lee and seconded by Judge Newsom. It was approved.

Item 18. Patricia Haley presented for review and consideration approval of the new resolution to include the updated grant ending date and the statement required by the Office of Governor, Criminal Justice Division.

Motion to approve was made by Mayor Reiter and seconded by Judge Bell. It was approved.

Item 19. Ms. Haley presented for review and consideration approval of the appointment of two new Regional Criminal Justice Advisory Committee (RCJAC) members to serve through December 31, 2021.

- Lieutenant Mark Shermer, Bowie County
- Chief Richard Slater, Lamar County

Motion to approve the appointments was made by Judge Brian Lee and seconded by Mr. Norton. It was approved.

Item 20. Marla Matthews presented for review and consideration approval to combine the November Executive Committee and December Board of Director meetings into one Board of Directors meeting to be held Thursday, December 9, 2021.

Motion to approve was made by Judge Brian Lee and seconded by Mayor Reiter. It was approved.

Item 21. The Texas Attorney General's Office presented at the beginning of the ATCOG Board meeting.

Other Business

Item 22. Mr. Brown recognized ATCOG Board member longevity and thanked everyone for their service to the region. He also recognized staff achievements and announced ATCOG's Employee of the Year.

Announcements

Judge Williamson announced that the next Executive Committee meeting will be held Thursday, October 28, 2021, at 10:00 a.m., at the Titus County Extension Office, in Mt. Pleasant, Texas.

With no further announcements, Judge Williamson adjourned the meeting.

NETEDD BOARD MEMBERS PRESENT

Ann Rushing, Mayor, City of Clarksville
Bobby Howell, Judge, Bowie County
Brandon Bell, Judge, Lamar County
Brian Lee, Judge, Titus County
Doug Reeder, Judge, Morris County
L.D. Williamson, Judge, Red River County
Marc Reiter, Councilman, City of Hooks
Robert Newsom, Judge, Hopkins County
Scott Lee, Judge, Franklin County
Scott Norton, President/CEO, TexAmericas Center
Travis Ransom, Mayor, City of Atlanta

ATCOG EXECUTIVE COMMITTEE MEMBERS PRESENT

Ann Rushing, Mayor, City of Clarksville
Bobby Howell, Judge, Bowie County
Brandon Bell, Judge, Lamar County
Brian Lee, Judge, Titus County
Doug Reeder, Judge, Morris County
L.D. Williamson, Judge, Red River County
Marc Reiter, Councilman, City of Hooks
Robert Newsom, Judge, Hopkins County
Scott Lee, Judge, Franklin County
Scott Norton, President/CEO, TexAmericas Center
Travis Ransom, Mayor, City of Atlanta

ATCOG BOARD MEMBERS PRESENT

Harold Nash, Councilman, City of Sulphur Springs
Jean Matlock, Councilwoman, City of Texarkana
Lowell Walker, Mayor, City of DeKalb
Rebecca Crawford, Alderman, City of Deport

GUESTS PRESENT

Brian King, Office of the Attorney General
Dan Perry, Texas Department of Transportation
Jennifer Harland, External Affairs Manager, SWEPCO
Kathy Comer, Office of United States Senator John Cornyn
Lisa Thompson, Economic Development/City of Texarkana, Texas
Nathan Tofoya, Executive Director, Mt. Pleasant Economic Development Corporation
Ray Wilson, Office of United States Senator Bryan Hughes
Rea Donna Jones, Texarkana Metropolitan Planning Organization
Sharon Elkins, Office of Representative Gary Van Deaver
Susan Hupp, Office of the Attorney General

Taylor Nye, Chad's Media
Todd Kleiboer, Sulphur Springs News Telegram

STAFF MEMBERS PRESENT

Bobby Williams, Transportation Manager
Chris Brown, Executive Director
Claude Ramsey, IT Director
Kayla Wieferich, TRAX Dispatcher
Lisa Reeve, Area Agency on Aging Director
Leslie McBride, Human Resources Director
Mae Lewis, Housing Director
Marla Matthews, Executive Assistant
Mary Beth Rudel, Deputy Director
Melinda Tickle, Finance Director
Melody Harmon, Economic Development Manager
Patricia Haley, Criminal Justice Coordinator
Paul Prange, Environmental Resources Coordinator
Rea Allen, 9-1-1 Program Director
Sheena Record, Transportation Coordinator
Toni Lindsey, Regional Development Manager
Veronica Williams, Transportation Planner
Whitney Fezell, Homeland Security Coordinator

L.D. Williamson, President
Board of Directors
Ark-Tex Council of Governments

ATTEST:

BRIEFING PAPER

ITEM 5:

Review and consider approval for the North East Texas Economic Development District, Inc. (NETEDD) to request release of the Economic Development Administration's (EDA) federal interest in the NETEDD Revolving Loan Fund (RLF) Program.

BACKGROUND:

EDA sent an email with the following information: "EDA has recently enacted the Reinvigorating Lending for the Future Act (the Act). The Act authorizes EDA to release its federal interest in certain Revolving Loan Fund (RLF) awards that have operated satisfactorily for seven years beyond disbursement of grant funds. As part of the Act, EDA is inviting certain current recipients of existing EDA-funded Revolving Loan Fund (RLF) awards to request that EDA release its federal interest." NETEDD was included in this invitation.

DISCUSSION:

NETEDD awards to be defederalized include: NETEDD 08-39-02502/08-38-02502.01 (Awarded July 1989) & CTEDD 08-39-02685 (awarded December 1989 and later transferred to NETEDD). The EDA merged the two NETEDD awards combining both funds in March 2020 to award number 08-57-02889. The attached Agreement to Release the EDA Federal Interest in a Revolving Loan Fund Award contains certain regulations that will remain in effect.

RECOMMENDATION:

Staff recommends approval.

**AGREEMENT TO RELEASE THE EDA FEDERAL INTEREST IN A
REVOLVING LOAN FUND AWARD**

THIS AGREEMENT is between the United States Department of Commerce, Economic Development Administration (EDA) and [Recipient Name] (Recipient).

WHEREAS, EDA, pursuant to its authority under the Public Works and Economic Development Act of 1965 (PWEDA) (42 U.S.C. § 3121 *et seq.*), awarded to Recipient one or more grants to capitalize a Revolving Loan Fund (RLF) bearing EDA award number(s) [NUMBER(S)] (the Award).

WHEREAS, EDA retains a federal interest in the Award and Recipient has submitted a written request that EDA release its federal interest in the Award consistent with the requirements of the Reinvigorating Lending for the Future Act (Pub. L. 116-192), attached hereto as Appendix A (the Request).

WHEREAS, EDA and Recipient agree that the current value of the RLF capital base is \$[AMOUNT], the federal investment rate is [PERCENT]%, and the federal share of the RLF capital base is \$[AMOUNT] (the Award Funds).

WHEREAS, EDA has determined that 1) more than seven years have passed since the final EDA disbursement to Recipient of funds under the Award, 2) Recipient has complied with the terms and conditions of the Award, and 3) Recipient proposes to use the Award Funds for one or more activities that continue to carry out the economic development purposes of PWEDA.

WHEREAS, EDA agrees herein to release its federal interest in the Award and Recipient agrees herein to use Award Funds for one or more activities that continue to carry out the economic development purposes of PWEDA.

NOW THEREFORE, EDA and Recipient agree as follows:

1. EDA's Release. EDA agrees to release its federal interest in the Award. EDA's reversionary interest in the Award will cease to exist as of the effective date of this agreement.
 - a. Recipient's use of Award Funds no longer needs to comply with, among other things, the following authorities:
 - i. OMB regulations at 2 CFR part 200, including the Compliance Supplement at Appendix XI.
 - ii. EDA regulations at 13 CFR chapter III, including the RLF-specific regulations at part 307, subpart B (including the requirement at 13 CFR § 307.14 to submit Form ED-209 RLF Financial Report to EDA).
 - iii. The terms and conditions attached to the Award, including the Department of Commerce's Standard Terms & Conditions, the EDA RLF Standard Terms & Conditions, and any Special or Specific Award Conditions.

- iv. The EDA-approved RLF plan or any related document governing administration of the Award.
 - b. This release of the EDA federal interest in the Award does not extend to or include a release of any other entity's interest in the RLF capital base, including another federal agency's interest in the RLF capital base. More specifically, if Community Development Block Grant funds from the U.S. Department of Housing and Urban Development (HUD) or funds from the U.S. Department of Agriculture (USDA) were used as local share under the Award, this release of the EDA federal interest does not extend to or include a release of any HUD or USDA federal interest in the RLF capital base. If Recipient seeks a release of another entity's interest in the RLF capital base, including another federal agency's interest in the RLF capital base, Recipient must negotiate such a release with the other entity and EDA will not participate in that negotiation.
2. Recipient's Use of Award Funds. Recipient agrees to use Award Funds for one or more activities that continue to carry out the economic development purposes of PWEDA.
- a. Recipient shall not use Award Funds to construct schools, community centers, municipal buildings, or otherwise use Award Funds to carry out activities outside of the economic development purposes of PWEDA, nor shall Recipient use Award Funds to pay general costs of government.
 - b. Recipient shall not transfer Award Funds to a natural person, for-profit entity, or other entity ineligible for award under sections 3(4) and 209 of PWEDA (42 U.S.C. § 3122(4) and § 3149). For the sake of clarity, Award Funds may be used to contract with for-profit entities for goods and services for one or more activities that continue to carry out the economic development purposes of PWEDA and to operate an RLF that makes loans to for-profit organizations.
 - c. Award Funds must be used in a manner consistent with EDA's non-relocation policy. Specifically, Recipient shall not use Award Funds to induce the relocation of existing jobs within the U.S. that are located outside of a jurisdiction to within that jurisdiction in competition with other U.S. jurisdictions for those same jobs.
 - d. Award Funds must be used in accordance with section 602 of PWEDA (42 U.S.C. § 3212). Specifically, Recipient shall ensure that all laborers and mechanics employed by contractors or subcontractors on projects assisted by Award Funds shall be paid wages at rates not less than those prevailing on similar construction in the locality as determined by the Secretary of Labor as provided by section 602 of PWEDA or as it may be amended in the future.
 - e. Recipient shall use Award Funds in accordance with applicable federal, state, and local law, including applicable non-discrimination law. Recipient may not use Award Funds for any purpose that would be prohibited by the Establishment Clause of the U.S. Constitution if the Award Funds were expended directly by the Federal Government.
 - f. Recipient is not required by the terms of this Agreement to seek EDA approval or permission to use Award Funds for one or more activities that continue to carry

out the economic development purposes of PWEDA but that differ from the activities described in the Request, attached hereto as Appendix A.

- g. Recipient shall provide timely and accurate responses to EDA inquiries regarding Recipient's use of the Award Funds. Following the release of EDA's federal interest, EDA remains interested in working with Recipient to promote Recipient's RLF or other activities that continue to carry out the economic development purposes of PWEDA.
3. Enforcement. In the event that EDA determines that Award Funds have been used in a manner inconsistent with this agreement, EDA may require Recipient to return the misspent portion of the Award Funds to the Federal Government, which may include the establishment of a debt with the U.S. Department of the Treasury.
4. Indemnification. To the extent permitted by law, Recipient agrees to indemnify and hold the Federal Government harmless from and against all liabilities that the Federal Government may incur as a result of releasing EDA's federal interest in the Award.
5. Governing Law; Severability. This Agreement is governed by applicable federal law, if any, and if there is no applicable federal law by state law. The terms of this Agreement do not limit the rights EDA, its designees, successors, or assigns are entitled to under applicable federal or state law. In the event that any provision or clause of this Agreement conflicts with applicable law, such conflict shall not affect other provisions of this Agreement that can be given effect without the conflicting provision, and to this end the provisions of this Agreement are declared to be severable.
6. Entire Agreement. This Agreement contains the entire understanding of EDA and Recipient with respect to the subject matter hereof and supersedes all prior agreements and understandings, oral or written, with respect to such matters.
7. Authority. Recipient represents that (a) it has the power and authority to execute and perform this Agreement, (b) the execution and performance of this Agreement by Recipient have been duly authorized by all necessary corporate or other actions, (c) Recipient has duly and validly executed this Agreement, and (d) this Agreement is a legal, valid and binding obligation, enforceable against Recipient.

[Remainder of this page intentionally left blank.]

IN WITNESS WHEREOF, EDA and Recipient have caused this Agreement to be duly executed by their respective officers as of the date indicated.

**DEPARTMENT OF COMMERCE,
ECONOMIC DEVELOPMENT
ADMINISTRATION**

[RECIPIENT NAME]

By: _____
[NAME]
Regional Director
[CITY] Regional Office

Date

By: _____
[Authorized Signatory Name]
[Authorized Signatory Title]

Date

Appendix A

[Attach Recipient's written request that EDA release its federal interest in the Award.]

RESOLUTION NO. NBD22-01

RESOLUTION OF THE NORTH EAST TEXAS ECONOMIC DEVELOPMENT DISTRICT, INC. (NETEDD) APPROVING THE REQUEST TO RELEASE THE ECONOMIC DEVELOPMENT ADMINISTRATION'S (EDA) FEDERAL INTEREST IN THE NETEDD REVOLVING LOAN FUND PROGRAM.

WHEREAS, the North East Texas Economic Development District, Inc. (NETEDD) operates the NETEDD Revolving Loan Fund; and

WHEREAS, the Reinvigorating Lending for the Future Act (the Act) authorizes the Economic Development Administration (EDA) to release its federal interest in certain Revolving Loan Fund awards; and

WHEREAS, NETEDD has been invited by the EDA to request the release of their funds; and

WHEREAS, NETEDD commits to use the RLF for one or more activities that continues to carry out the economic development purposes of Public Work and Economic Development Act of 1965; and

WHEREAS, NETEDD proposes to continue running an RLF according to the NETEDD RLF Plan with released funds; and

WHEREAS, it will be necessary for the NETEDD Board of Directors to approve the requested release of RLF funds; and

WHEREAS, the RLF will remain in compliance with the agreement to release the EDA federal interest in a revolving loan fund award.

NOW, THEREFORE, BE IT RESOLVED BY THE NORTH EAST TEXAS ECONOMIC DEVELOPMENT DISTRICT, INC:

- Section 1 - That the NETEDD Board of Directors hereby approves the request for release of EDA's federal interest in the NETEDD Revolving Loan Fund Program.
- Section 2 - That the Executive Director, Chris Brown, has full authority to act on behalf of the NETEDD Board in all matters pertaining to the request to release EDA's federal interest.
- Section 3 - That this resolution is approved by majority vote in accordance with the bylaws of NETEDD and applicable law, and shall be in effect immediately upon its adoption.

REVIEWED AND APPROVED THIS 9TH DAY OF DECEMBER, 2021.

**L. D. Williamson, President
Board of Directors
North East Texas Economic Development District, Inc.**

ATTEST:

BRIEFING PAPER

ITEM 6:

Review and consider approval of the submission of a NETEDD request to modify the NETEDD Revolving Loan Fund (RLF) Program Plan.

BACKGROUND:

The Development Department, while visiting with other Economic Development entities and key stakeholders, identified gaps in funding availability. It was determined that the current maximum lending amount should be increased from \$300,000 to \$500,000 to serve current economic needs. In addition, to align with other federal lending programs, a maximum term on real estate transactions should increase from 20 to 25 years.

DISCUSSION:

Currently, the NETEDD RLF portfolio is capable of funding at this capacity. At this time, NETEDD is working on several projects requesting this funding level, and, if approved, this would put NETEDD in the most favorable lien position.

Therefore, the proposed NETEDD RLF Program Plan modifications include increasing the maximum loan amount to \$500,000 with a maximum term for real estate to 25 years.

RECOMMENDATION:

Staff recommends approval.

RESOLUTION NO. NBD22-02

RESOLUTION OF THE NORTH EAST TEXAS ECONOMIC DEVELOPMENT DISTRICT, INC. (NETEDD) APPROVING THE SUBMISSION OF A REQUEST TO MODIFY THE NETEDD REVOLVING LOAN FUND (RLF) PROGRAM PLAN.

WHEREAS, NETEDD operates the NETEDD Revolving Loan Fund; and

WHEREAS, NETEDD has determined there is an economic funding gap that needs to be served; and

WHEREAS, NETEDD strives to align funding terms with similar federal loan programs; and

WHEREAS, NETEDD proposes to continue running an RLF according to the NETEDD RLF Plan with maximum funding amount of \$500,000; and

WHEREAS, NETEDD proposes to continue running an RLF according to the NETEDD RLF Plan with a maximum of twenty-five (25) years term on real estate transactions.

NOW, THEREFORE, BE IT RESOLVED BY THE NORTH EAST TEXAS ECONOMIC DEVELOPMENT DISTRICT, INC:

Section 1- That the NETEDD Board of Directors hereby approves the submission of a request to modify the NETEDD RLF Program Plan to include increasing the maximum funding amount to \$500,000 and the maximum term to twenty-five (25) years on real estate transactions.

Section 2 - That this resolution is approved by majority vote in accordance with the bylaws of NETEDD and applicable law, and shall be in effect immediately upon its adoption.

REVIEWED AND APPROVED THIS 9TH DAY OF DECEMBER, 2021.

L. D. Williamson, President
Board of Directors
North East Texas Economic Development District, Inc.

ATTEST:

BRIEFING PAPER

ITEM 7:

Review and consider approval of the utilization of defederalized revolving loan funds (RLF) as matching funds for the U.S. Department of Agriculture Rural Business Development Grant (RBDG) RLF application.

BACKGROUND:

The Economic Development Administration (EDA) facilitated and approved the transfer of an EDA RLF from the Central Texas Economic Development District (CTEDD) in December 2019, which is when CTEDD operations ceased. CTEDD had a separate Farmers Home Administration (FmHA) RLF that was also transferred and, prior to transfer to NETEDD, was defederalized under 1951.84 of 7 CFR Ch. XVIII (1-1-09 Edition).

DISCUSSION:

ATCOG will be applying for the RBDG RLF, which will assist small and emerging business within the region and/or beyond as approved by the NETEDD Loan Review Committee. Due to the common functions and goals of both RLF funds, the Economic Development Department is requesting NETEDD approval to utilize existing funds of \$100,000 from the defederalized FmHA RLF received with the CTEDD merger as matching funds for the RBDG RLF.

RECOMMENDATION:

Staff recommends approval.

RESOLUTION NO. NBD22-03

RESOLUTION OF THE NORTH EAST TEXAS ECONOMIC DEVELOPMENT DISTRICT, INC. (NETEDD) APPROVING THE UTILIZATION OF DEFEDERALIZED REVOLVING LOAN FUNDS (RLF) AS MATCHING FUNDS FOR THE RURAL BUSINESS DEVELOPMENT GRANTS (RBDG) REVOLVING LOAN FUND.

WHEREAS, the Ark-Tex Council of Governments will be applying for the RBDG RLF; and

WHEREAS, the Application for funds is recommended for recapitalization of USDA Revolving Loan Funds (RLF); and

WHEREAS, matching funds will be utilized from the FmHA RLF defederalized under 1951.884 of 7 CFR Ch. XVIII (1-1-09 Edition); and

WHEREAS, the funds will continue to be utilized as an RLF and follow the rules set forth by the new RLF plan; and

WHEREAS, the ATCOG Board will review the RBDG RLF Plan following grant approval.

NOW, THEREFORE, BE IT RESOLVED BY THE NORTH EAST TEXAS ECONOMIC DEVELOPMENT DISTRICT, INC:

- Section 1 - That the NETEDD Board of Directors approves the utilization of \$100,000 as matching funds for the RBDG RLF application.
- Section 2 - That the Executive Director, Chris Brown, has full authority to act on behalf of the NETEDD Board in all matters pertaining to the funds for continued use in an RLF.
- Section 3 - That this resolution is approved by majority vote in accordance with the bylaws of North East Texas Economic Development District and applicable law, and shall be in effect immediately upon its adoption.

REVIEWED AND APPROVED THIS 9TH DAY OF DECEMBER, 2021.

L. D. Williamson, President
Board of Directors
North East Texas Economic Development District, Inc.

ATTEST:

**JOINT MINUTES
NORTHEAST TEXAS ECONOMIC DEVELOPMENT DISTRICT AND
ARK-TEX COUNCIL OF GOVERNMENTS BOARD OF DIRECTORS MEETING
September 30, 2021**

The Northeast Texas Economic Development District (NETEDD) and Board of Directors of the Ark-Tex Council of Governments (ATCOG) met at 10:00 a.m., Thursday, September 30, 2021, at the Titus County Extension Office, located at 1708 Industrial Road, Mt. Pleasant, Texas, as well as, via teleconference/webinar.

Item 1. L.D. Williamson, Judge, Red River County, called the meeting to order.

Item 2. Doug Reeder, Judge, Morris County, gave the invocation.

Item 3. Lowell Walker, Mayor, City of DeKalb, Texas, provided the following public comments.

Mayor Walker presented the Texas Water Development Board (TWDB) update. He advised that the State is currently discussing the release of \$5 billion in ARPA funds. TWDB is requesting all Texas Councils of Governments to notify their elected senators and representatives to ensure the TWDB is properly funded when funding becomes available. He further stated that if TWDB is awarded \$400-\$500 million, they can fund every application requesting to upgrade their infrastructure.

Mayor Walker requested that the ATCOG Board contact their elected officials and notify other Councils of Governments to support properly funding the TWDB so Texas can repair its aging infrastructure.

Mayor Walker thanked the Board for their time.

NETEDD Agenda Items

Item 4. The next order of business was to review and consider approval of the minutes as submitted for the NETEDD meeting held Thursday, June 24, 2021, at the Titus County Extension Office, Mt. Pleasant, Texas, as well as, via teleconference/webinar.

Motion to approve was made by Brian Lee, Judge, Titus County, and seconded by Scott Lee, Judge, Franklin County. It was approved.

Item 5. Chris Brown, Executive Director, presented for review and consideration approval of NETEDD's portion of ATCOG's Financial Plan for fiscal year ending September 30, 2021.

Motion to approve was made by Judge Brian Lee and seconded by Brandon Bell, Judge, Lamar County. It was approved.

Item 6. Toni Lindsey, Regional Development Manager, presented for review and consideration approval for the ATCOG Executive Director to apply for a Build Back Better Regional Challenge grant through the U.S Department of Commerce Economic Development Administration (EDA).

Lengthy discussion regarding the application ensued.

Motion to approve was made by Robert Newsom, Judge, Hopkins County and seconded by Marc Reiter, Mayor, City of Hooks. Discussion followed. It was approved.

This concluded all NETEDD agenda items.

ATCOG Board of Directors Agenda Items

Item 7. Mr. Brown presented the following consent agenda items:

- Approval of the minutes as submitted for the ATCOG Board of Directors Meeting held Thursday, June 24, 2021, at the Titus County Extension Office, Mt. Pleasant, Texas, as well as, via teleconference/webinar.
- Approval of the minutes as submitted for the ATCOG Homeland Security Advisory Committee Meeting held August 19, 2021, at the Hopkins County Fire Department, Sulphur Springs, Texas.
- Ratification of the Interlocal Cooperation Agreement between ATCOG and the Public Safety Office within the Office of the Governor.

Motion to approve was made by Judge Newsom and seconded by Mayor Reiter. It was approved.

Executive Closed Session

Item 8. Judge Williamson announced that the Open Session would recess and go into Executive Closed Session to discuss personnel matters as allowed in the Texas Open Meetings Act, Section 551.074, Executive Director's performance evaluation.

Open Session/Regular Business

Item 9. The Board of Directors reconvened in Open Session. Upon review of Mr. Brown's performance evaluations, Judge Williamson recommended that he should receive a 3% COLA increase.

Motion to approve was made by Judge Bell and seconded by Mayor Reiter. It was approved.

Judge Williamson then invited the Texas Attorney General's office to present Global Opioid Settlement information. The Board thanked the Attorney General's office for their informative presentation.

Item 10. Mr. Brown presented for consideration approval of ATCOG's Financial Plan for fiscal year ending September 30, 2022.

Mr. Brown noted that this was the ATCOG Work Program and Financial Plan combined and not necessarily a budget because ATCOG does not have taxing or oversight authority. As required by legislation, the ATCOG Work Plan and Financial Plan presents each grant's objectives, work tasks, performance measures, implementation schedules, human resource requirements and budget information.

Mr. Brown explained that within each State or Federal grant that ATCOG administers, the funding agency has complete oversight for the individual grant programs and that funding sources regulate categories in which ATCOG is allowed to spend funds.

Mr. Brown added that the Plan included recommended merit step increases for several staff along with a 3% COLA increase for all staff. Funding is provided for the Salary Schedule effective October 1, 2021.

Mr. Brown stated that ATCOG's revenues will increase by \$1,800,000 overall. He explained that

changes in funding from the prior year include:

- An increase of approximately \$1,700,000 in transportation. Vehicle purchases have caused some fluctuation to total revenue amounts, and funds will be rolling forward due to CARES/ARPA funding FY20/21. Most funding will expire this year and mid-2023.
- An increase of \$50,000 in housing revenue. It will begin to stabilize with the expiring CARES funds.
- AAA will see a decrease of \$400,000 based on current projections.
- Criminal Justice and Homeland Security will see a slight decrease in contract amounts FY22. However, Homeland Security does see an overall increase from radio infrastructure grant.
- Environmental will see an increase with the contract for the Region 2 Flood Planning Group funding.
- 9-1-1 Emergency Communications is experiencing a planned decrease with the utilization of the CSEC Fund Balance.
- Regional and Economic Development Programs continue to see a positive impact due to EDA CARES funding, the absorptions of the CTEDD RLF portfolio, and a focus to bring in new grant administration and 504 loans.

Mr. Brown added that ATCOG's health care provider will continue to be Texas Municipal League (TMLIEBP) and that the premiums for the basic medical plan increased again this year. ATCOG will increase its defined contribution amount from \$773.04 per month for each employee's basic medical coverage to \$789.82, which is 100% of the employee premium. Employee dental insurance premiums will remain at \$28.44 per month. Rates for life and AD&D did not change.

Mr. Brown explained that the published Indirect rate will fall slightly to 19.28% based on Total Direct Personnel Cost. The Benefit rate will increase to 56.6%.

Mr. Brown requested to utilize \$87,500 of ATCOG Unrestricted Funds for Aging match and dues payments.

Mr. Brown added that the housing program is budgeted to maintain a three-month reserve balance and ATRDC will maintain a \$20,000 reserve balance per contract.

A motion to approve was made by Judge Newsom and seconded by Judge Brian Lee. It was approved.

Item 11. Mr. Brown presented for review and consideration authorizing the Executive Director to proceed with the procurement of a contractor to complete renovations at the Texarkana office building.

Motion to approve was made by Judge Brian Lee and seconded by Judge Bell. It was approved.

Item 12. Mary Beth Rudel, Deputy Director, presented for review and consideration approval of revisions to ATCOG Policy and Procedures Manual.

Motion to approve was made by Doug Reeder, Judge, Morris County, and seconded by Mayor Reiter. It was approved.

Item 13. Ms. Rudel presented for review and consideration approval of the utilization of ATCOG's indirect cost rate for ATCOG employees working on behalf of the Texarkana Urban Transit District.

Motion to approve was made by Judge Newsom and seconded by Mr. Scott Norton, President/CEO of TeXAmericas. It was approved.

Item 14. Leslie McBride, Human Resources Director, presented for review and consideration annual renewal of the ATCOG Ethics Policy Manual and review Transportation Program funding requirements pertaining to integrity and ethical behavior as mandated by the Texas Transportation Commission and Texas Department of Transportation (TXDOT).

Motion to approve was made by Mr. Norton and seconded by Bobby Howell, Judge, Bowie County. It was approved

Item 15. Ms. McBride presented for review and consideration approval of updates to the Equal Employment Opportunity Plan as required by the Texas Department of Transportation.

Motion to approve was made by Mr. Norton and seconded by Judge Howell. It was approved.

Item 16. Ms. McBride presented for review and consideration adoption of the ATCOG Flexible Benefits Cafeteria Plan for FY 2022, as authorized under Section 125 of the Internal Revenue Code of 1986.

Motion to approve was made by Judge Newsom and seconded by Judge Howell. It was approved.

Item 17. Whitney Fezell, presented for review and consideration approval of continual use of allocation formula for FY2022 as the method for allocating State Homeland Security Program (SHSP) funds to jurisdictions.

Motion to approve was made by Judge Brian Lee and seconded by Judge Newsom. It was approved.

Item 18. Patricia Haley presented for review and consideration approval of the new resolution to include the updated grant ending date and the statement required by the Office of Governor, Criminal Justice Division.

Motion to approve was made by Mayor Reiter and seconded by Judge Bell. It was approved.

Item 19. Ms. Haley presented for review and consideration approval of the appointment of two new Regional Criminal Justice Advisory Committee (RCJAC) members to serve through December 31, 2021.

- Lieutenant Mark Shermer, Bowie County
- Chief Richard Slater, Lamar County

Motion to approve the appointments was made by Judge Brian Lee and seconded by Mr. Norton. It was approved.

Item 20. Marla Matthews presented for review and consideration approval to combine the November Executive Committee and December Board of Director meetings into one Board of Directors meeting to be held Thursday, December 9, 2021.

Motion to approve was made by Judge Brian Lee and seconded by Mayor Reiter. It was approved.

Item 21. The Texas Attorney General's Office presented at the beginning of the ATCOG Board meeting.

Other Business

Item 22. Mr. Brown recognized ATCOG Board member longevity and thanked everyone for their service to the region. He also recognized staff achievements and announced ATCOG's Employee of the Year.

Announcements

Judge Williamson announced that the next Executive Committee meeting will be held Thursday, October 28, 2021, at 10:00 a.m., at the Titus County Extension Office, in Mt. Pleasant, Texas.

With no further announcements, Judge Williamson adjourned the meeting.

NETEDD BOARD MEMBERS PRESENT

Ann Rushing, Mayor, City of Clarksville
Bobby Howell, Judge, Bowie County
Brandon Bell, Judge, Lamar County
Brian Lee, Judge, Titus County
Doug Reeder, Judge, Morris County
L.D. Williamson, Judge, Red River County
Marc Reiter, Councilman, City of Hooks
Robert Newsom, Judge, Hopkins County
Scott Lee, Judge, Franklin County
Scott Norton, President/CEO, TexAmericas Center
Travis Ransom, Mayor, City of Atlanta

ATCOG EXECUTIVE COMMITTEE MEMBERS PRESENT

Ann Rushing, Mayor, City of Clarksville
Bobby Howell, Judge, Bowie County
Brandon Bell, Judge, Lamar County
Brian Lee, Judge, Titus County
Doug Reeder, Judge, Morris County
L.D. Williamson, Judge, Red River County
Marc Reiter, Councilman, City of Hooks
Robert Newsom, Judge, Hopkins County
Scott Lee, Judge, Franklin County
Scott Norton, President/CEO, TexAmericas Center
Travis Ransom, Mayor, City of Atlanta

ATCOG BOARD MEMBERS PRESENT

Harold Nash, Councilman, City of Sulphur Springs
Jean Matlock, Councilwoman, City of Texarkana
Lowell Walker, Mayor, City of DeKalb
Rebecca Crawford, Alderman, City of Deport

GUESTS PRESENT

Brian King, Office of the Attorney General
Dan Perry, Texas Department of Transportation
Jennifer Harland, External Affairs Manager, SWEPCO
Kathy Comer, Office of United States Senator John Cornyn
Lisa Thompson, Economic Development/City of Texarkana, Texas
Nathan Tofoya, Executive Director, Mt. Pleasant Economic Development Corporation
Ray Wilson, Office of United States Senator Bryan Hughes
Rea Donna Jones, Texarkana Metropolitan Planning Organization
Sharon Elkins, Office of Representative Gary Van Deaver
Susan Hupp, Office of the Attorney General

Taylor Nye, Chad's Media
Todd Kleiboer, Sulphur Springs News Telegram

STAFF MEMBERS PRESENT

Bobby Williams, Transportation Manager
Chris Brown, Executive Director
Claude Ramsey, IT Director
Kayla Wieferich, TRAX Dispatcher
Lisa Reeve, Area Agency on Aging Director
Leslie McBride, Human Resources Director
Mae Lewis, Housing Director
Marla Matthews, Executive Assistant
Mary Beth Rudel, Deputy Director
Melinda Tickle, Finance Director
Melody Harmon, Economic Development Manager
Patricia Haley, Criminal Justice Coordinator
Paul Prange, Environmental Resources Coordinator
Rea Allen, 9-1-1 Program Director
Sheena Record, Transportation Coordinator
Toni Lindsey, Regional Development Manager
Veronica Williams, Transportation Planner
Whitney Fezell, Homeland Security Coordinator

L.D. Williamson, President
Board of Directors
Ark-Tex Council of Governments

ATTEST:

BRIEFING PAPER

ITEM 9:

Review and consider approval of the submission of an application to the U.S. Department of Agriculture (USDA) for a Rural Business Development Grant (RBDG) Program Revolving Loan Fund grant.

BACKGROUND:

RBDG is a competitive grant designed to support activities leading to the development or expansion of small and emerging private businesses in rural areas that have fewer than 50 employees and less than \$1 million in gross revenues. A recent conversation with USDA indicated that ATCOG might like to increase its capital base by applying for RBDG funds as the application period had recently opened and would close the beginning of February.

DISCUSSION:

The ATCOG Economic Development Department requesting approval to apply for a RBDG Revolving Loan Fund grant in the amount of \$500,000 to be matched with existing funds of \$100,000 from an older FmHA RLF received with the CTEDD merger, and defederalized under 1951.884 of 7 CFR Ch. XVIII (1-1-09 Edition), which will assist small and emerging businesses within the region and/or beyond as approved by the NETEDD Loan Review Committee. Current USDA funds are loaned out at maximum capacity. Existing funds do not allow for capitalization; therefore, new funds will enable us to reach additional markets.

RECOMMENDATION:

Staff recommends approval.

RESOLUTION NO. ABD22-01

RESOLUTION OF THE ARK-TEX COUNCIL OF GOVERNMENTS (ATCOG) APPROVING APPLICATION FOR RURAL BUSINESS DEVELOPMENT GRANTS (RBDG) REVOLVING LOAN FUND.

WHEREAS, the Notice of Solicitation of Applications for Inviting Applications for the Rural Business Development Grant Programs for Fiscal Year 2022 has been posted to the Federal Register on September 27, 2021; and

WHEREAS, the Application for funds is recommended for recapitalization of USDA Revolving Loan Funds (RLF); and

WHEREAS, the RLF will benefit Small and Emerging Businesses in Rural Areas within the ATCOG Service Area; and

WHEREAS, the ATCOG Board will review the RBDG RLF Plan following grant approval.

NOW, THEREFORE, BE IT RESOLVED BY THE ARK-TEX COUNCIL OF GOVERNMENTS:

- Section 1 - That the ATCOG Board of Directors approves the Application for Rural Business Development Grant Programs in the amount of \$500,000 to be matched with \$100,000 of existing funds.
- Section 2 - That the ATCOG Board approves the utilization of \$100,000 from the North East Texas Economic Development District, Inc. for the proposed matching funds.
- Section 3 - That the Executive Director, Chris Brown, has full authority to act on behalf of the ATCOG Board in all matters pertaining to the Application for Rural Business Development Grant Programs.
- Section 4 - That this resolution is approved by majority vote in accordance with the bylaws of Ark-Tex Council of Governments and applicable law, and shall be in effect immediately upon its adoption.

REVIEWED AND APPROVED THIS 9TH DAY OF DECEMBER, 2021.

**L. D. Williamson, President
Board of Directors
Ark-Tex Council of Governments**

ATTEST:

BRIEFING PAPER

ITEM 10:

Review and consider approval of the region-wide Billboard Advertising contract renewal as part of the 9-1-1 Public Education Program.

BACKGROUND

The Commission on State Emergency Communications (CSEC) Program Policy Statement 025: *Public Education Program* deems enhancement of public awareness of the 9-1-1 system, including outreach and training programs as required public service messages. The CSEC approved a strategic plan for Public Education for ATCOG includes Outdoor/Billboard, Transit, Cinema, and News publication advertising within allocated appropriated funds.

DISCUSSION

The Billboard Advertising Campaign costs a total \$53,500 for a 13-month campaign. The costs are based on total impressions of billboards along the I-30 corridor within the ATCOG region. The ATCOG Procurement Policy states that all purchases of \$50,000 and above require ATCOG Board approval.

RECOMMENDATION

Staff recommends approval.

RESOLUTION NO. ABD22-02

RESOLUTION OF THE BOARD OF DIRECTORS OF ARK-TEX COUNCIL OF GOVERNMENTS APPROVING THE PURCHASE OF BILLBOARD ADVERTISING.

WHEREAS, ATCOG Procurement Policy and Procedure Manual states ATCOG Board approval is required for all purchases of \$50,000 and above; and

WHEREAS, Texas Local Government Code Ch. 252, Section 252.002(a) exempts certain purchases from the competitive requirements of the chapter – including advertising; and

WHEREAS, the 9-1-1 Program wishes to contract with Lindmark Outdoor Media to continue the use of billboard space for five (5) locations for a term of 13 months at the cost of \$53,500 for the purpose of public education and public safety awareness; and

WHEREAS, the funding for the purchase is approved and available through 9-1-1 Local Funds allocated to the Ark-Tex Council of Governments 9-1-1 Program by the Texas Commission on State Emergency Communications.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE ARK-TEX COUNCIL OF GOVERNMENTS:

Section 1 That the Board approves the purchase of Billboard Advertising for the 9-1-1 Public Education and Public Safety awareness.

Section 2 That the Executive Director, Chris Brown, has full signature authority to act on behalf of the ATCOG Board relating to the aforementioned purchase.

Section 3 That this resolution is approved by majority vote in accordance with the bylaws of Ark-Tex Council of Governments and applicable law, and shall be in effect immediately upon its adoption.

SIGNED AND APPROVED THIS 9TH DAY OF DECEMBER, 2021.

**L. D. Williamson, President
Board of Directors
Ark-Tex Council of Governments**

ATTEST:

BRIEFING PAPER

ITEM 11:

Review and consider approval of the 9-1-1 equipment replacement purchases for the region's thirteen Public Safety Answering Points.

BACKGROUND

The Commission on State Emergency Communications (CSEC) Program Policy Statement 028: *Equipment Replacements* ensures the systematic replacement of aging equipment and that the equipment purchased is consistent with the current industry standard. Replacement of equipment in a timely manner preserves the efficient operation of local 9-1-1 public safety answering points (PSAPs). Reliable equipment ensures consistency in receiving 9-1-1 emergency calls from citizens. The ATCOG strategic plan and the 10-year equipment replacement schedule include Customer Premise Equipment (CPE), Power Supply, Recorders, and 9-1-1 Database Maintenance (GIS) and have been approved and funds allocated by CSEC.

DISCUSSION

The total region wide replacement for CPE is \$2,103,174.50, which includes replacing the front and backroom equipment at all Public Safety Answering Points and Host Site locations. The total for Utility Power Supply (UPS) replacement is \$174,850 for ATCOG Training Center (Host A), Paris Police Department (Host B), Atlanta PD, Cass County SO, Delta County SO, Hopkins County SO, New Boston PD, Red River County SO, Sulphur Springs PD, and the Bi-State Justice Center. The total recorder replacement is \$162,540 for ATCOG Training Center, Cass County SO, Delta County SO, Hopkins County SO, Morris County SO, New Boston PD, Red River County SO, Sulphur Springs PD, Bi-State Justice Center, and the Franklin County SO.

The ATCOG Procurement Policy states that all purchases of \$50,000 and above require ATCOG Board approval.

RECOMMENDATION

Staff recommends approval.

PSAP	FY21	Charge Code	County/City charge
VistaCom- Eventide - Recorders	HGACBuy RP07-20		
Regional (Host A ATCOG)	\$ 17,628.00	940-04-40-21-51640-934-00	\$ -
Cass County SO	\$ 15,000.00	940-04-40-21-51640-934-02	\$ 2,891.00
Delta County SO	\$ 15,000.00	940-04-40-21-51640-934-03	\$ 2,293.00
Hopkins County SO	\$ 15,000.00	940-04-40-21-51640-934-05	\$ 1,882.00
Morris County SO	\$ 15,000.00	940-04-40-21-51640-934-09	\$ 1,114.00
New Boston PD	\$ 15,000.00	940-04-40-21-51640-934-01	\$ 1,114.00
Red River County SO	\$ 15,000.00	940-04-40-21-51640-934-08	\$ 2,293.00
Sulphur Springs PD	\$ 15,000.00	940-04-40-21-51640-934-05	\$ 1,882.00
Total	\$ 122,628.00		
DDS Corp. Equature - Recorders	HGACBuy EC20-87		
BiState Justice Center	\$ 25,000.00	940-04-40-21-51640-934-01	\$ 7,173.00
Franklin County SO	\$ 14,912.00	940-04-40-21-51640-934-04	\$ -
Total	\$ 39,912.00		
AT&T - EATON UPS	HGACBuy EC07-20		
Regional (Host A ATCOG)	\$ 17,485.00	940-04-40-21-51630-934-00	
Regional (Host B Paris)	\$ 17,485.00	940-04-40-21-51630-934-00	
Atlanta PD	\$ 17,485.00	940-04-40-21-51630-934-02	
Bi-State Justice Center	\$ 17,485.00	940-04-40-21-51630-934-01	
Cass County SO	\$ 17,485.00	940-04-40-21-51630-934-02	
Hopkins County SO	\$ 17,485.00	940-04-40-21-51630-934-05	
Mt. Pleasant PD	\$ 17,485.00	940-04-40-21-51630-934-09	
New Boston PD	\$ 17,485.00	940-04-40-21-51630-934-01	
Red River County SO	\$ 17,485.00	940-04-40-21-51630-934-08	
Sulphur Springs PD	\$ 17,485.00	940-04-40-21-51630-934-05	
Total	\$ 174,850.00		
AT&T/Motorola VESTA - CPE			
REGIONAL	\$540,646.25	941-04-40-21-5164094-00	
BOWIE	\$235,339.38	941-04-40-21-5164094-01	
CASS	\$191,328.38	941-04-40-21-5164094-02	
DELTA	\$95,662.00	941-04-40-21-5164094-03	
FRANKLIN	\$95,662.00	941-04-40-21-5164094-04	
HOPKINS	\$191,324.00	941-04-40-21-5164094-05	
MORRIS	\$95,662.00	941-04-40-21-5164094-07	
RED RIVER	\$95,662.00	941-04-40-21-5164094-08	
TITUS	\$117,669.88	941-04-40-21-5164094-09	
Total	\$1,658,955.89		
AT&T/CISCO Routers ESINet - CPE			
Regional	\$ 444,218.61	940-04-40-21-51630-934-00	
Total	\$ 444,218.61		

Total Equipment Replacement \$ 2,440,564.50

RESOLUTION NO. ABD22-03

RESOLUTION OF THE BOARD OF DIRECTORS OF ARK-TEX COUNCIL OF GOVERNMENTS APPROVING THE PURCHASE OF REGION-WIDE 9-1-1 EQUIPMENT REPLACEMENT.

WHEREAS, ATCOG Procurement Policy and Procedure Manual states ATCOG Board approval is required for all purchases of \$50,000 and above; and

WHEREAS, The ATCOG 9-1-1 Program's Equipment Replacement and Maintenance Plan supported by Program Policy Statement 028: Equipment Replacements, supports the 10-year replacement schedule and meets the requirements of CSEC Rule 251.5, Guidelines for Equipment Management and Disposition; and

WHEREAS, the 9-1-1 Program, has encumbered the equipment replacement schedule the following 9-1-1 PSAP Equipment with the following state approved contracted Vendors:

AT&T - CISCO Routers CPE	- \$444,218.61
AT&T - VESTA CPE	- \$1,658,954.88
AT&T – Easton – UPS	- \$174,850
VISTACOM Recorders	- \$122,628
EQUATURE – Recorders	- \$39,912 ; and

WHEREAS, the funding for the purchase is approved and available through 9-1-1 Local Funds and Exception Funds for equipment allocated to the Ark-Tex Council of Governments 9-1-1 Program by the Texas Commission on State Emergency Communications.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE ARK-TEX COUNCIL OF GOVERNMENTS:

- Section 1 That the Board approves the purchase of 9-1-1 Public Safety equipment (customer premise equipment, power supply, and recorders) to ensure that the replacement of aging equipment is consistent with current industry standards and ensure consistency in receiving 9-1-1 emergency calls from citizens.
- Section 2 That the Executive Director, Chris Brown, has full signature authority to act on behalf of the ATCOG Board relating to the aforementioned purchase.
- Section 3 That this resolution is approved by majority vote in accordance with the bylaws of Ark-Tex Council of Governments and applicable law, and shall be in effect immediately upon its adoption.

SIGNED AND APPROVED THIS 9TH DAY OF DECEMBER, 2021.

L. D. Williamson, President
Board of Directors
Ark-Tex Council of Governments

ATTEST:

BRIEFING PAPER

ITEM 12:

Review and consider approval of a 2-Year contract with East Texas Police Academy/Kilgore College.

BACKGROUND:

A Request for Proposal (RFP) was advertised/issued for a provider for the Regional Law Enforcement Training program, outlining the qualifications and guidelines necessary to carry out the contracted services. East Texas Police Academy/Kilgore College (ETPA), which is ATCOG's current provider of law enforcement training, was the only provider to submit a proposal. There were two respondents who stated that they would not be able to submit a proposal or provide the trainings as outlined in the proposal.

DISCUSSION:

This 2-year Regional Law Enforcement Training grant award and contract will give us the opportunity to sustain law enforcement training for officers/potential officers and have continuous training during the 2-year period while the funding is available. The original 2-year contract with ETPA will be \$37,500, and another \$37,500 will be added upon receipt from OOG (once OOG receives their additional funds at the state level) for a total of \$75,000. During the grant period, if there are additional funds available within the ATCOG grant budget and additional contract funds are needed, ATCOG will further increase the contract amount at that time in the form of a contract amendment (not to exceed \$99,999 at any point during the grant period). ETPA has provided training to the officers and potential officers in our region for a number of years, and ETPA will provide various types of training in locations across the ATCOG region, which significantly helps small departments with limited travel budgets. They will provide basic peace officer training, basic corrections/jailer training, and also advanced/specialized courses.

RECOMMENDATION:

Staff recommends approval.

RESOLUTION NO. ABD22-04

RESOLUTION OF THE BOARD OF DIRECTORS OF ARK-TEX COUNCIL OF GOVERNMENTS APPROVING THE PURCHASE OF POLICE ACADEMY TRAINING SERVICES FOR THE PURPOSE OF LAW ENFORCEMENT TRAINING FOR OFFICERS/POTENTIAL OFFICERS.

WHEREAS, the Ark-Tex Council of Governments (ATCOG) approved the ATCOG Procurement Policy and Procedure Manual on December 14, 2017; and

WHEREAS, ATCOG Procurement Policy and Procedure Manual states ATCOG Board approval is required for all purchases of \$50,000 and above; and

WHEREAS, the ATCOG Criminal Justice Program needs to purchase police academy training services for the purpose of law enforcement training for officers/potential officers; and

WHEREAS, the funding for the purchase is available through the Office of the Governor (OOG), Public Safety Office (PSO) – Criminal Justice Division (CJD).

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE ARK-TEX COUNCIL OF GOVERNMENTS:

Section 1 That the Board approves the purchase of police academy training services.

Section 2 That the Executive Director, Chris Brown, has full signature authority to act on behalf of the ATCOG Board relating to the aforementioned purchase.

Section 3 That this resolution is approved by majority vote in accordance with the bylaws of Ark-Tex Council of Governments and applicable law, and shall be in effect immediately upon its adoption.

SIGNED AND APPROVED THIS 9TH DAY OF DECEMBER 2021.

**L. D. Williamson, President
Board of Directors
Ark-Tex Council of Governments**

ATTEST:

BRIEFING PAPER

ITEM 13:

Review and consider approval of the revisions to the Regional Criminal Justice Advisory Committee Bylaws.

BACKGROUND:

The Bylaws are very important in conducting the business of the RCJAC and scoring the CJD grant applications. The Office of the Governor – Public Safety Office (PSO), Criminal Justice Division (CJD) requires ATCOG Criminal Justice Staff to submit a copy of the current RCJAC Bylaws upon request and to also provide a copy to potential CJD grant applicants.

DISCUSSION:

The RCJAC conducts an annual review of the current RCJAC Bylaws. Amendments were necessary for FY22. The Bylaws were reviewed, and amendments were discussed, and recommendations were made by the RCJAC.

RECOMMENDATION:

Staff recommends approval.

**ARK-TEX COUNCIL OF GOVERNMENTS
REGIONAL CRIMINAL JUSTICE ADVISORY COMMITTEE
BYLAWS**

ARTICLE I – NAME, PURPOSE, RESPONSIBILITIES

The name of this body shall be the Regional Criminal Justice Advisory Committee (RCJAC) of the Ark-Tex Council of Governments (ATCOG).

The Committee shall assist and advise the staff and Executive Board of ATCOG on all appropriate matters relating to criminal justice issues in the region. Specifically, it shall:

- ❖ Review and consider recommendations concerning funding of local, State and/or Federal programs.
- ❖ Review and prioritize programs submitted for funding provided through the Office of the Governor – Public Safety Office (PSO), Criminal Justice Division (CJD), in accordance with RCJAC and CJD rules and regulations as adopted.

ARTICLE II – MEMBERSHIP

(Moved from page 11 and revised to match OOG contract language)

The RCJAC shall have a multi-disciplinary representation of members from the region, which includes the following groups or disciplines: non-profit organizations, municipalities, counties, citizens or parents, substance abuse prevention, education, juvenile justice, law enforcement, mental health, prosecution or courts, and victim services. No single group or discipline may constitute more than one-third (1/3) of the RCJAC.

County Membership

The RCJAC shall have 27 county members. The membership per county shall be based on population with the following distribution: counties with 50,000 and above shall be allocated five members; counties with 25,000 and above shall be allocated four members; counties with 10,000 and above shall be allocated two members, and counties below 10,000 shall be allocated one member.

Members shall be recommended by the County Judge of the County where a vacancy exists, subject to approval by the ATCOG Board.

~~The membership shall be composed of representatives from law enforcement, juvenile justice, drug abuse prevention, nonprofit organizations, victim services, mental health, prosecution/courts, education and concerned citizens.~~

Regional Membership

The RCJAC shall have additional members from the region, recommended by ATCOG Criminal Justice staff subject to approval by the ATCOG Board, in order to ensure representation from each membership category.

Other Membership

A member of the ATCOG Board may be appointed by the ATCOG Executive Committee to serve as a liaison between the Board and the RCJAC.

ATCOG Criminal Justice staff shall perform the necessary staff functions to support the Committee's activities.

Membership Terms and Attendance

Terms of membership shall be two years. Members may be reappointed to serve additional terms. Terms of membership shall begin January 1 of every evenly numbered year.

Members who are absent from three consecutive meetings without a valid excuse shall be considered to have submitted his/her resignation. A member may resign at any time by submitting a written notice to ATCOG.

ARTICLE III - OFFICERS

The officers of the RCJAC shall be Chairman, 1st Vice-Chairman, and 2nd Vice-Chairman. Officers shall serve two-year terms. Officers shall be selected from and by the RCJAC membership during the first quarter of every evenly numbered year. Officers may be elected to serve more than one term.

The Chairman shall preside at all meetings of the RCJAC. The 1st Vice-Chairman shall perform the duties of the Chairman in his/her absence. The 2nd Vice-Chairman shall perform the duties of the 1st Vice-Chairman in his/her absence. If both the Chairman and 1st Vice-Chairman are absent, the 2nd Vice-Chairman shall perform the duties of the Chairman.

ARTICLE IV – MEETINGS

Open Meetings and Records

All meetings of the RCJAC shall be open to the public. All ATCOG governing board meetings and RCJAC meetings at which PSO/CJD-related matters are discussed must comply with the requirements listed in the Texas Government Code, Chapter 551 (Texas Open Meetings Act).

The RCJAC Chairman or presiding Chairman has the option of closing the meetings when deemed necessary for confidentiality purposes.

Minutes of the RCJAC meetings, documents distributed and other records are the property of ATCOG. These materials are available for public view, at the ATCOG offices, upon receipt of a written request by the interested party.

Except where these bylaws require otherwise, Robert's Rules of Order shall govern the conduct of RCJAC meetings.

Quorum and Action

Twenty-five percent (25%) of the total membership will constitute a quorum at any meeting, whether at a location or by teleconference or webinar. If by teleconference or webinar, an official roll call will be taken to ensure a quorum is present.

Action taken by the committee shall be by a simple majority vote of the members present at the meeting by which a quorum is present.

Regular Meetings

The RCJAC shall meet as necessary during the year on a day, time and place specified by the ATCOG Executive Director, the ATCOG Criminal Justice liaison or the RCJAC as a whole.

RCJAC meetings can be conducted at a location, via teleconference, or via webinar as is allowable by the Texas Open Meetings Act.

Written notice, including an agenda, of each regular meeting shall be prepared by the ATCOG Criminal Justice liaison and electronically transmitted to each RCJAC member at least five (5) business days before the meeting date.

Special Meetings

The RCJAC shall hold a special meeting if called by the ATCOG Executive Director, the ATCOG Criminal Justice liaison, the RCJAC Chairman or requested in writing by at least one-third of the RCJAC membership. Only business reasonably related to the purpose or purposes described in the request may be conducted at a special meeting.

Notice of any special meeting shall be given at least seventy-two (72) hours prior to the special meeting.

Special meetings can be conducted in person, via teleconference, or via webinar as is allowable by the Texas Open Meetings Act.

ARTICLE V - SUBCOMMITTEES

The RCJAC Chairman shall appoint temporary subcommittees as the need arises to perform specific tasks related to the business and activities of the RCJAC.

ARTICLE VI - BYLAWS AMENDMENTS

RCJAC Bylaws Review

The RCJAC shall review the bylaws annually to keep the document current. The RCJAC may amend these bylaws at a regular or special meeting. The written text of a proposed amendment must be recorded at the meeting at which the amendments are discussed and voted on. RCJAC amendment recommendations shall be presented to the ATCOG Board of Directors for final approval. If upon review of the bylaws no amendments are deemed necessary, then no further action is required.

By ATCOG Board of Directors

The ATCOG Board of Directors may amend these bylaws at a regular or special meeting. The written text of a proposed amendment must be included with the notice of the meeting at which the amendment will be considered.

Effective Date

An amendment to the bylaws takes effect when approved by the ATCOG Board of Directors unless the amendment specifies a later effective date. Copies of amended bylaws will be distributed to the RCJAC members by ATCOG Criminal Justice staff.

ARTICLE VII - GRANT APPLICATION REVIEW PROCEDURES

Local Priorities & Strategic Plan

Each proposal must provide services, which have been identified as a local priority/need in the ATCOG region. Each applicant should contact ATCOG Criminal Justice staff to determine if the proposed project is listed as a local priority in the ATCOG region.

The Strategic Plan for the region shall be reviewed and revised as necessary and should not exceed a 5-year cycle without updating, with an effort to follow the format recommended by the Criminal Justice Division of the Governor's Office (CJD). Based on the current requirements by CJD, the top five local priorities within

each category of the Strategic Plan (Victim Services, Juvenile Services, Law Enforcement) will be used in the grant application scoring process and also submitted to CJD. Focus groups of the previously mentioned categories will develop a list of recommendations for the top five (can be less than five if necessary) priorities of each category. These recommendations will be reviewed by the RCJAC and ATCOG Board for their approval prior to the scoring process. Since the local priorities are necessary in the application scoring process, the priorities will be reviewed/discussed by the focus groups each year and recommended to the RCJAC and ATCOG Board for approval, regardless if the full Strategic Plan is updated during that particular year. A list of participating representatives present at the Strategic Planning meeting, and their affiliation, should be attached to the Strategic Plan, with the date of review and revision. The Strategic Plan is available to view on the ATCOG website, www.atcog.org.

Grant Application Workshop

Each applicant must attend a Grant Application Workshop presented by ATCOG Criminal Justice staff prior to beginning the application process each year until further notice. The workshop will be conducted at a location, via teleconference, webinar, or by other electronic means as decided by ATCOG CJ Staff each year. Local officials and anyone who has expressed an interest in applying for a grant will be notified of the date, time and location (physical location and/or teleconference/webinar/electronic info) of the workshop, along with deadlines that may apply. This information will be announced with the notification of available grant funding. A one-on-one conference can substitute for workshop attendance if someone is unable to attend. Applicants must have the "Intent to Apply/Grant Workshop Verification Form" signed and returned to ATCOG CJ Staff at least 30 calendar days prior to the PSO/CJD eGrants application submission deadline.

Notification of Application Deadlines

All local officials, current and potential grantees, will be notified of grant application deadlines as soon as they are established.

Under no circumstances will grant applications be accepted after the deadline.

Funding Categories Reviewed by RCJAC

(Moved from page 9)

The RCJAC reviews and competitively scores/ranks, prioritizes, and establishes funding recommendations for the following categories:

General Victim Assistance – Direct Services Program
(Victims of Crime Act – VOCA)

Violent Crimes Against Women Justice and Training Program

Domestic Violence, Sexual Assault, Dating Violence, and Stalking
(Violence Against Women Act – VAWA)

Juvenile Justice and Truancy Prevention Programs

(Juvenile Justice and Delinquency Prevention Act – JJDP)

(State Criminal Justice Planning Fund - 421)

Justice Assistance Grant (JAG) Program

(Byrne Justice Assistance Grant)

(State Criminal Justice Planning Fund – 421)

Victims of Commercial Sexual Exploitation

(Victims of Crime Act – VOCA)

CJD may also recommend or require the RCJAC to review and score applications in additional funding categories when necessary. At that time, the corresponding scoring instruments or other scoring documents to be used will be reviewed and approved by the RCJAC and made available to those applicant(s) prior to the scoring process.

Fund Specific Requirements

Decreasing Ratio Policy for JAG and JJP Applications:

Decreasing ratio and five-year maximum projects shall establish their CJD request each year by following the percentages listed below (Benchmark is based on the amount awarded by CJD in the first year of funding). This requirement is in effect for the following funding categories: Criminal Justice Programs (JAG), and Juvenile Justice Program (JJP).

1st year – 100% CJD funding (Benchmark amount established)

2nd year - 80% CJD funding

3rd year - 60% CJD funding

4th year - 40% CJD funding

5th year - 40% CJD funding

If a grant applicant is not funded during any year of the cycle, they will be allowed to apply at the same percentage/amount for the following year. (Ex. In 2019 an agency is currently at 80% (yr. 2) applying for \$50,000, but they are not awarded the grant. In 2020, they will be allowed to apply at 80% (yr. 2) for \$50,000. If awarded in 2020, they will then be allowed to apply at 60% (yr. 3) in 2021.)

~~Exceptions to this policy include the Purchase of Juvenile Services Project (JJP). This project is exempt from the decreasing funding ratio and maximum years policy.~~

Grant Application Scoring Guidelines (Moved from page 9,10)

New projects and continuation projects shall be reviewed, scored, and prioritized for funding each year, as applicable, ~~utilizing a standard review instrument~~. All projects considered for CJD funding must meet the guidelines and requirements established by CJD annually. The applicant agency/organization must be located within the ATCOG region and provide services within the ATCOG region in order for the application to be eligible for review and scoring.

Review Instrument/Score Sheet *(New verbiage in red - other moved from page 11)*

A standard review instrument shall be used to score the projects, and an average score shall be calculated for each proposal. The review instrument used by the RCJAC to score the grant applications is developed by ATCOG staff to accommodate the recommendations/approvals by the RCJAC, based on CJD requirements and the local priorities in the Regional Criminal Justice Strategic Plan. This review instrument is subject to change each year, as the CJD requirements and the local priorities are also subject to change.

High/Low Scores Dropped *(Moved from page 11)*

The high and low score of each grant application will be dropped if the number of eligible RCJAC scoring members (to submit their scores) for the particular funding source is ten or greater.

Tie-Breaker Method *(Moved from page 11)*

In the event of a tie, the following procedure will be utilized: Staff shall remove the lowest score from the applications that result in a tie and re-average the remaining scores. This process shall be repeated, continuing to remove the lowest remaining score until the tie is broken. The scores resulting from the tie breaking process will only be used for the purpose of breaking the tie. These scores will not be used to change any other rankings in the prioritization process. The RCJAC shall be notified of the tie and the revised results.

Applicant Correspondence with RCJAC Regarding Scoring *(Moved from page 10)*

A grant applicant, or individual(s) acting on behalf of the applicant, shall not contact any RCJAC member prior to any scoring/prioritization meeting to persuade a score. If an applicant, or individual(s) acting on behalf of the applicant, contacts a scoring member to persuade a score, their application may be disqualified at the discretion of the RCJAC.

If a RCJAC member receives a contact of this nature from an applicant, or individual(s) acting on behalf of the applicant, the scoring member should contact the RCJAC Chairman and/or ATCOG Criminal Justice staff.

Conflict of Interest *(Moved from page 10,11)*

The COG's governing body and RCJAC members must abstain from scoring, commenting, and voting on any application, other than a grant application submitted by the COG, during the prioritization process if they or an individual related within the third degree by consanguinity or within the second degree by affinity:

- Is employed by the applicant agency and works for the unit or division that would administer the grant if awarded,
- Serves on any governing board that oversees the unit or division that would administer the grant if awarded,
- Owns or controls any interest in a business entity or other non-governmental organization that benefits, directly or indirectly, from activities with the applicant agency,
- Receives any funds, or a substantial amount of tangible goods or routine services, from the applicant agency as a result of the grant, if awarded.

RCJAC members who have a conflict of interest should contact ATCOG CJ Staff prior to the scoring meeting regarding their conflict.

Prioritization Applicant Presentation/Scoring Meeting

Mandatory Attendance of **Prioritization Applicant Presentation/Scoring Meeting**: Grant applicants are required to have a representative attend the RCJAC **Prioritization Applicant Presentation/Scoring Meeting**, to provide a brief presentation regarding their project to the RCJAC. If no representative is present for an applicant, the RCJAC has the option to not consider the project for funding. Upon receipt of copies of the grant applications and review instruments, the committee members may complete the scoring sheets at their convenience and bring them to the **Prioritization Applicant Presentation/Scoring Meeting**. If RCJAC members wish to revise their scores after hearing the applicant presentations, they may do so before submitting them to ATCOG staff for tabulation.

If a RCJAC member is not present at the scoring meeting, their scores will not be considered unless it is decided there are extenuating circumstances related to their absence. In order for their scores to be considered, the member must send a notarized letter to ATCOG prior to, or at the meeting, with their reason for absence stated in the letter. The letter will be presented to the RCJAC members who are present at the meeting, at which time the RCJAC will vote to accept or not accept the scores based on the member's reason for absence.

Prioritization Meeting Outcomes

The RCJAC shall meet to discuss and take further action(s), if necessary, in determining the application funding recommendations, prior to submitting them to the ATCOG Board. Following approval by the ATCOG Board, the results of the funding priorities/recommendations prioritization meeting will be compiled and emailed to the RCJAC members and grant applicants, the following day, if possible and will be submitted to the OOG/PSO/CJD. If an applicant wishes to inquire about the scoring results sooner, they may contact ATCOG staff.

The RCJAC reviews and competitively scores/ranks the following categories:

General Victim Assistance—Direct Services Program
(Victims of Crime Act—VOCA)

Violent Crimes Against Women Justice and Training Program—
Domestic Violence, Sexual Assault, Dating Violence, and Stalking
(Violence Against Women Act—VAWA)

Juvenile Justice Program
(Juvenile Justice and Delinquency Prevention Act—JJDP)
(State Criminal Justice Planning Fund—421)

Justice Assistance Grant (JAG) Program
(Byrne Justice Assistance Grant)
(State Criminal Justice Planning Fund—421)

CJD may also recommend or require the RCJAC to review and score applications in additional funding categories when necessary. At that time, the corresponding scoring instruments or other scoring documents to be used will be reviewed and approved by the RCJAC and made available to those applicant(s) prior to the scoring process.

The RCJAC and/or the ATCOG Board has the option not to recommend for funding, an application or line item(s) identified as ineligible. The decision not to recommend funding these applications must be accurately reported to CJD.

The RCJAC and/or the ATCOG Board has the option to recommend less funding than applied for on any fund source application submitted by an applicant. The decision to recommend less funding than the original amount requested by the grant applicant must be reached by a simple majority vote of the RCJAC and/or the ATCOG Board present at the scoring meeting.

Grant Application Scoring Guidelines (Moved to page 6,7)

New projects and continuation projects shall be reviewed, scored, and prioritized for funding each year, as applicable, utilizing a standard review instrument. All projects considered for CJD funding must meet the guidelines and requirements established by CJD annually. The applicant agency/organization must be located

within the ATCOG region and provide services within the ATCOG region in order for the application to be eligible for review and scoring.

All eligible applications in each funding category must be prioritized and ranked for funding consideration by the RCJAC. These recommendations shall be forwarded to the Ark-Tex Council of Governments Board of Directors/Executive Committee for their approval. ATCOG will submit prioritization results to CJD.

Each application shall be scored by each RCJAC member unless the member has a conflict of interest, and an average score shall be assigned to each proposal. Applications in each category shall be prioritized according to the average score assigned to the proposals. Proxy votes shall not be allowed at scoring meetings.

Applicant Correspondence with RCJAC Regarding Scoring (Moved to page 7)

A grant applicant, or individual(s) acting on behalf of the applicant, shall not contact any RCJAC member prior to any scoring/prioritization meeting to persuade a score. If an applicant, or individual(s) acting on behalf of the applicant, contacts a scoring member to persuade a score, their application may be disqualified at the discretion of the RCJAC.

If a RCJAC member receives a contact of this nature from an applicant, or individual(s) acting on behalf of the applicant, the scoring member should contact the RCJAC Chairman and/or ATCOG Criminal Justice staff.

Conflict of Interest (Moved to page 7,8)

The COG's governing body and RCJAC members must abstain from scoring, commenting, and voting on any application, other than a grant application submitted by the COG, during the prioritization process if they or an individual related within the third degree by consanguinity or within the second degree by affinity:

- Is employed by the applicant agency and works for the unit or division that would administer the grant if awarded,
- Serves on any governing board that oversees the unit or division that would administer the grant if awarded,
- Owns or controls any interest in a business entity or other non-governmental organization that benefits, directly or indirectly, from activities with the applicant agency,
- Receives any funds, or a substantial amount of tangible goods or routine services, from the applicant agency as a result of the grant, if awarded.

RCJAC members who have a conflict of interest should contact ATCOG CJ Staff prior to the scoring meeting regarding their conflict.

High/Low Scores Dropped *(Moved to page 7)*

The high and low score of each grant application will be dropped if the number of eligible RCJAC scoring members (to submit their scores) for the particular funding source is ten or greater.

Tie-Breaker Method *(Moved to page 7)*

In the event of a tie, the following procedure will be utilized: Staff shall remove the lowest score from the applications that result in a tie and re-average the remaining scores. This process shall be repeated, continuing to remove the lowest remaining score until the tie is broken. The scores resulting from the tie breaking process will only be used for the purpose of breaking the tie. These scores will not be used to change any other rankings in the prioritization process. The RCJAC shall be notified of the tie and the revised results.

RCJAC Representation *(Moved to page 1 and revised to match OOG contract language)*

The RCJAC is required to have a multi-disciplinary representation of members from the region, which includes the following categories: law enforcement, juvenile justice, drug abuse prevention, non-profit organizations, victim services, mental health, prosecution/courts, education, and concerned citizens or parents, with no more than one third (1/3) of the total membership being representatives of one group.

Review Instrument / Score Sheet *(Moved to page 7)*

The review instrument used by the RCJAC to score the grant applications is developed by ATCOG staff to accommodate the recommendations/approvals by the RCJAC, based on CJD requirements and the local priorities in the Regional Criminal Justice Strategic Plan. This review instrument is subject to change each year, as the CJD requirements and the local priorities are also subject to change.

Appeal Procedure

Each applicant will be allowed to appeal actions of the Regional Criminal Justice Advisory Committee (RCJAC). Appeals must be based on a verifiable error made during the prioritization or review process and the applicant must be able to show that the error actually caused the application or portion of the application to not be funded. Factors that allow discretion by RCJAC members will not be considered for an appeal. The applicant must submit written documentation in support of the

appeal. Letters and phone calls of support will not be considered as part of the official appeal process.

All appeals must be handled as follows:

- An applicant must notify the ATCOG Executive Director in writing of the alleged violation of the RCJAC scoring guidelines and/or the error(s) made in the scoring/prioritization process within ten (10) days following the scoring meeting.
- The ATCOG Board of Directors shall consider all appeals in an open meeting. Documentation submitted by the applicant that meets the criteria as stated above will be considered by the ATCOG Board of Directors. Subsequent notification by ATCOG of a decision concerning funding serves as final notice of approval or denial.

Civil Rights Policies

- ATCOG has an Equal Employment Opportunity Plan in place and the ATCOG Human Resources Manager acts as the EEO Officer and is responsible for implementing the ATCOG EEO Program. Through the EEO Plan and the EEO Officer, employees are notified that ATCOG provides a work environment that is free from discrimination, including harassment, based on race, color, national origin, religion, creed, sex, age, genetic information, disability **status**, ~~or other protected class.~~ **veteran status, sexual orientation, gender identity or expression.**

In addition to ATCOG's EEO Plan for employees, ATCOG offers the following civic rights information available to employees and also to individuals that participate in (or benefit from) ATCOG's criminal justice grant programs/activities (available on the ATCOG website www.atcog.org/atcog-home/criminal-justice):

- ATCOG's criminal justice programs do not discriminate on the basis of race, color, **national origin**, religion, **creed**, sex, age, **genetic information**, disability **status**, **protected veteran status, sexual orientation, gender identity or expression**, ~~nationality~~, or English proficiency.
- ATCOG's EEO Complaint Process (p.8 in ATCOG EEO Plan - on website) should be used when an ATCOG employee, or an individual that participates in (or benefits from) ATCOG's criminal justice programs, files a complaint alleging discrimination on the basis of race, color, **national origin**, religion, **creed**, sex, age, **genetic information**, disability **status**, **protected veteran status, sexual orientation, gender identity or expression**, ~~nationality~~, or English proficiency.
- ATCOG does not retaliate against the following individuals:
 - Persons who file discrimination complaints or lawsuits.
 - Persons who participate in discrimination proceedings as witnesses.
- ATCOG provides access to their criminal justice programs/activities to persons who have limited English proficiency (LEP) by using a language translation/interpretation service when necessary.

- ATCOG criminal justice programs comply with the Equal Treatment for Faith-Based Organizations guidelines including efforts to ensure the programs do not use direct federal funding to engage in inherently explicitly religious activities and that the program does not discriminate against program participants and/or vendors on the basis of religion or religious beliefs, a refusal to hold a religious belief, or a refusal to participate in a religious practice.

Reviewed/amended/approved by RCJAC 11-18-21.

To be reviewed/approved by ATCOG Board 12-09-21.

RESOLUTION NO. ABD22-05

RESOLUTION OF THE ARK-TEX COUNCIL OF GOVERNMENTS APPROVING THE REVISIONS OF THE REGIONAL CRIMINAL JUSTICE ADVISORY COMMITTEE (RCJAC) BYLAWS.

WHEREAS, the Regional Criminal Justice Advisory Committee (RCJAC) is an advisory subcommittee of the ATCOG Board of Directors; and

WHEREAS, the bylaws of the committee regulate committee affairs and the behavior of its members.

NOW, THEREFORE, BE IT RESOLVED BY THE ARK-TEX COUNCIL OF GOVERNMENTS:

Section 1 - That the ATCOG Board of Directors approved the RCJAC bylaw revisions as shown on the attachment; and

Section 2 - That all other previous bylaws adopted by the ATCOG Board of Directors are now null and void.

Section 3 - That this resolution is approved by majority vote in accordance with the bylaws of Ark-Tex Council of Governments and applicable law, and shall be in effect immediately upon its adoption.

REVIEWED AND APPROVED THIS 9TH DAY OF DECEMBER, 2021.

**L. D. Williamson, President
Board of Directors
Ark-Tex Council of Governments**

ATTEST:

BRIEFING PAPER

ITEM 14:

Review and consider approval of the revisions to the Regional Criminal Justice Advisory Committee local priorities and the grant application scoring instrument.

BACKGROUND:

The local priorities and the scoring instruments are very important tools used by the RCJAC to review and score the criminal justice grant applications from OOG/PSO/CJD. The RCJAC conducts an annual review of the local priorities and the scoring instruments for each fund source.

DISCUSSION:

The local priorities were established by the Regional Criminal Justice Planning Focus Groups. Those recommendations, as well as the scoring instrument, were reviewed and approved by the RCJAC to be incorporated into the application scoring process, as required by the Criminal Justice Division of the Governor's Office (CJD).

RECOMMENDATION:

Staff recommends approval.

Local Priorities for Grant Year FY22

Victim Services

- 24-hour crisis intervention, legal advocacy, and counseling (staff counselor) to victims of domestic violence, sexual assault, stalking, dating violence, and human/sex trafficking and also provide shelter services and case management to the victims as necessary.
- Provide a safe child-friendly atmosphere for child abuse victims, while fostering collaborative working relationships with investigative agencies, thus reducing the trauma experienced by child victims and their non-offending family member when interviewed and provide follow up services.
- Legal Advocacy and/or assistance with protective order processing, court accompaniment, as well as assistance with Crime Victims' Compensation (CVC) and Texas Victim Information & Notification Everyday (VINE), in relation to violent crime victims.
- Short-term housing assistance for victims of domestic violence and sexual assault, as well as other types of victims.
- Educational programs, public awareness, school programs, and community involvement to increase awareness regarding child abuse, neglect, domestic violence, sexual assault, bullying, and dating violence.

Juvenile Services

- Resources for sex offender treatment, psychological/psycho-sexual evaluations, and other mental health and substance abuse services for at-risk youth, including psychiatric evaluations, counseling, and treatment.
- Programs to divert at-risk youth from entering the juvenile justice system, such as pre-prevention services and mentoring programs for children under age 10.
- School Resource Officers and Juvenile Case Managers to lead pre-preventative intervention services and classes such as awareness and prevention programs, peer support groups, and combat school violence, delinquency, and truancy.
- Programs/services to assist youth in their development of cognitive behavioral skills including positive decision making and thought processes, and also independent living skills for ages 16 and older.
- Resources for ~~victims of~~ child and youth victims of human/sex trafficking.

Law Enforcement Services

- Required, mandated and operational training for law enforcement.
- Advanced equipment and technology for law enforcement purposes.
- Updated communications systems, allowing for agency and interagency communication and cooperation.
- Resources to address the excessive crime and mental illness, human/sex trafficking, and also cyber crimes.

Office of the Governor, Criminal Justice Division

CJAC Application Score Sheet

Funding Opportunity:	General Victim Assistance-Direct Services Program (VOCA)	Date:	
Applicant Agency:			
Project Title:			
Application Number:			
Amount Requested:		Total Score:	

If you have a conflict of interest you are exempt from scoring or commenting on the application in conflict.

Attendance	Max Points Allowed	Score
Was a knowledgeable representative from the applicant agency available at the CJAC scoring meeting to present their project and address potential questions?	15.00	

Management & Fiscal Capability	Max Points Allowed	Score
If funded, would the applicant/agency be able to provide the necessary resources to manage and carry out the project in an effective and fiscally responsible manner?	15.00	

Local Priorities	Max Points Allowed	Score
<div style="display: flex;"> <div style="width: 30%;">Does the project address a local need in the ATCOG region (as listed on the Regional Criminal Justice Local Priorities List - ATCOG Region)?</div> <div style="width: 40%;"> <p>24 hour crisis intervention, legal advocacy, and counseling (staff counselor) to victims of domestic violence, sexual assault, stalking, dating violence, and human/sex trafficking, also provide shelter services and case management.</p> <p>Provide a safe child-friendly atmosphere for child abuse victims, while fostering collaborative working relationships with investigative agencies.</p> <p>Legal Advocacy and/or assistance with protective order processing, court accompaniment, Crime Victims' Compensation, Texas VINE.</p> <p>Short-term housing assistance for victims of domestic violence and sexual assault, as well as other types of victims.</p> <p>Educational programs, public awareness, community involvement to increase awareness for child abuse, neglect, domestic violence & sexual assault, bullying, and dating violence.</p> </div> </div>	10.00	

Documentation of Problem	Max Points Allowed	Score
Does this project avoid duplication or overlapping of existing resources or programs available within the project's proposed service area and target population?	10.00	
Does the supporting data validate the problem within the proposed target area?	10.00	

Cost and Program Effectiveness	Max Points Allowed	Score
Are the activities to be conducted reasonable and will they adequately accomplish the goals of the project?	10.00	
Are the budget line items eligible and essential to meeting the goals of the project?	10.00	
Does the organization have a clear plan to generate, collect, and assess output and outcome measures to support evaluation of results?	10.00	
Does the project document coordinated collaboration with other agencies and/or organizations?	10.00	
Is the applicant on Vendor Hold with CJD?	NO	

<p>By entering your name below, you are certifying that the above scores are your own.</p> <p>For the scores to be considered valid, this electronically signed form must be submitted by the the scorer via email.</p>	TOTAL	0.00
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Printed Name of CJAC Member

Signature of CJAC Member

CJAC Application Score Sheet Continued

Funding Opportunity:	General Victim Assistance-Direct Services Program (VOCA)	Date:	
Applicant Agency:			
Project Title:			
Application Number:			

Amount Recommended for Funding: (If different than requested amount)	\$	
Comments:		

Check If Exempt

Reason: _____

Office of the Governor, Criminal Justice Division

CJAC Application Score Sheet

Funding Opportunity:	Violence Against Women Formula Grant (VAWA)	Date:	
Applicant Agency:			
Project Title:			
Application Number:			
Amount Requested:		Total Score:	

If you have a conflict of interest you are exempt from scoring or commenting on the application in conflict.

Attendance	Max Points Allowed	Score
Was a knowledgeable representative from the applicant agency available at the CJAC scoring meeting to present their project and address potential questions?	15.00	

Management & Fiscal Capability	Max Points Allowed	Score
If funded, would the applicant/agency be able to provide the necessary resources to manage and carry out the project in an effective and fiscally responsible manner?	15.00	

Local Priorities	Max Points Allowed	Score
<div style="display: flex;"> <div style="width: 30%; padding-right: 10px;"> <p>Does the project address a local need in the ATCOG region (as listed on the Regional Criminal Justice Local Priorities List - ATCOG Region)?</p> </div> <div style="width: 70%;"> <p>24 hour crisis intervention, legal advocacy, and counseling (staff counselor) to victims of domestic violence, sexual assault, stalking, dating violence, and human/sex trafficking, also provide shelter services and case management.</p> <p>Provide a safe child-friendly atmosphere for child abuse victims, while fostering collaborative working relationships with investigative agencies.</p> <p>Legal Advocacy and/or assistance with protective order processing, court accompaniment, Crime Victims' Compensation, Texas VINE.</p> <p>Short-term housing assistance for victims of domestic violence and sexual assault, as well as other types of victims.</p> <p>Educational programs, public awareness, community involvement to increase awareness for child abuse, neglect, domestic violence & sexual assault, bullying, and dating violence.</p> </div> </div>	10.00	

Documentation of Problem	Max Points Allowed	Score
Does this project avoid duplication or overlapping of existing resources or programs available within the project's proposed service area and target population?	10.00	
Does the supporting data validate the problem within the proposed target area?	10.00	

Cost and Program Effectiveness	Max Points Allowed	Score
Are the activities to be conducted reasonable and will they adequately accomplish the goals of the project?	10.00	
Are the budget line items eligible and essential to meeting the goals of the project?	10.00	
Does the organization have a clear plan to generate, collect, and assess output and outcome measures to support evaluation of results?	10.00	
Does the project document coordinated collaboration with other agencies and/or organizations?	10.00	
Is the applicant on Vendor Hold with CJD?	NO	

<p>By entering your name below, you are certifying that the above scores are your own.</p> <p>For the scores to be considered valid, this electronically signed form must be submitted by the the scorer via email.</p>	TOTAL	0.00
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Printed Name of CJAC Member

Signature of CJAC Member

CJAC Application Score Sheet Continued

Funding Opportunity:	Violence Against Women Formula Grant (VAWA)	Date:	
Applicant Agency:			
Project Title:			
Application Number:			

Amount Recommended for Funding: (If different than requested amount)	\$	
Comments:		

Check If Exempt

Reason: _____

Office of the Governor, Criminal Justice Division

CJAC Application Score Sheet

Funding Opportunity:	Juvenile Justice & Truancy Prevention Grant Program	Date:	
Applicant Agency:			
Project Title:			
Application Number:			
Amount Requested:		Total Score:	

If you have a conflict of interest you are exempt from scoring or commenting on the application in conflict.

Attendance	Max Points Allowed	Score
Was a knowledgeable representative from the applicant agency available at the CJAC scoring meeting to present their project and address potential questions?	15.00	

Management & Fiscal Capability	Max Points Allowed	Score
If funded, would the applicant/agency be able to provide the necessary resources to manage and carry out the project in an effective and fiscally responsible manner?	15.00	

Local Priorities	Max Points Allowed	Score
<div style="display: flex;"> <div style="width: 30%;">Does the project address a local need in the ATCOG region (as listed on the Regional Criminal Justice Local Priorities List - ATCOG Region)?</div> <div style="width: 40%;"> <p>Resources for sex offender treatment, psychological/psycho-sexual evaluations, and other mental health and substance abuse services for at-risk youth, including psychiatric evaluations, counseling, and treatment.</p> <p>School Resource Officers and Juvenile Case Managers to lead pre-preventative intervention services and classes such as awareness and prevention programs, peer support groups, and combat school violence, delinquency, and truancy.</p> <p>Programs to divert at-risk youth from entering the juvenile justice system, such as pre-prevention services and mentoring programs for children under age 10.</p> <p>Programs/services to assist youth in their development of cognitive behavioral skills including positive decision making and thought processes, and also independent living skills for ages 16 and older.</p> <p>Resources for child and youth victims of human/sex trafficking.</p> </div> </div>	10.00	

Documentation of Problem	Max Points Allowed	Score
Does this project avoid duplication or overlapping of existing resources or programs available within the project's proposed service area and target population?	10.00	
Does the supporting data validate the problem within the proposed target area?	10.00	

Cost and Program Effectiveness	Max Points Allowed	Score
Are the activities to be conducted reasonable and will they adequately accomplish the goals of the project?	10.00	
Are the budget line items eligible and essential to meeting the goals of the project?	10.00	
Does the organization have a clear plan to generate, collect, and assess output and outcome measures to support evaluation of results?	10.00	
Does the project document coordinated collaboration with other agencies and/or organizations?	10.00	
Is the applicant on Vendor Hold with CJD?	NO	

<p>By entering your name below, you are certifying that the above scores are your own.</p> <p>For the scores to be considered valid, this electronically signed form must be submitted by the the scorer via email.</p>	TOTAL	0.00
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Printed Name of CJAC Member

Signature of CJAC Member

CJAC Application Score Sheet Continued

Funding Opportunity:	Juvenile Justice & Truancy Prevention Grant Program	Date:	
Applicant Agency:			
Project Title:			
Application Number:			

Amount Recommended for Funding: (If different than requested amount)	\$
Comments:	

Check If Exempt

Reason: _____

Office of the Governor, Criminal Justice Division

CJAC Application Score Sheet

Funding Opportunity:	Justice Assistance Grant Program (JAG)	Date:	
Applicant Agency:			
Project Title:			
Application Number:			
Amount Requested:		Total Score:	

If you have a conflict of interest you are exempt from scoring or commenting on the application in conflict.

Attendance	Max Points Allowed	Score
Was a knowledgeable representative from the applicant agency available at the CJAC scoring meeting to present their project and address potential questions?	15.00	

Management & Fiscal Capability	Max Points Allowed	Score
If funded, would the applicant/agency be able to provide the necessary resources to manage and carry out the project in an effective and fiscally responsible manner?	15.00	

Local Priorities	Max Points Allowed	Score	
<div style="display: flex;"> <div style="width: 30%; padding: 5px;"> Does the project address a local need in the ATCOG region (as listed on the Regional Criminal Justice Local Priorities List - ATCOG Region)? </div> <div style="width: 70%; padding: 5px;"> <div style="background-color: #D3D3D3; padding: 2px;">Advanced equipment and technology for law enforcement purposes</div> <div style="background-color: #D3D3D3; padding: 2px;">Required, mandated and operational training for law enforcement</div> <div style="background-color: #D3D3D3; padding: 2px;">Updated communications systems, allowing for agency and interagency communication and cooperation</div> <div style="background-color: #D3D3D3; padding: 2px;">Resources to address the excessive crime and mental illness, human/sex trafficking, and cyber crimes</div> <div style="background-color: #D3D3D3; padding: 2px;">N/A</div> </div> </div>	10.00		

Documentation of Problem	Max Points Allowed	Score
Does this project avoid duplication or overlapping of existing resources or programs available within the project's proposed service area and target population?	10.00	
Does the supporting data validate the problem within the proposed target area?	10.00	

Cost and Program Effectiveness	Max Points Allowed	Score
Are the activities to be conducted reasonable and will they adequately accomplish the goals of the project?	10.00	
Are the budget line items eligible and essential to meeting the goals of the project?	10.00	
Does the organization have a clear plan to generate, collect, and assess output and outcome measures to support evaluation of results?	10.00	
Does the project document coordinated collaboration with other agencies and/or organizations?	10.00	
Is the applicant on Vendor Hold with CJD?	NO	

<p style="color: red; text-align: center;">By entering your name below, you are certifying that the above scores are your own.</p> <p style="color: red; text-align: center;">For the scores to be considered valid, this electronically signed form must be submitted by the the scorer via email.</p>	TOTAL	0.00
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Printed Name of CJAC Member	Signature of CJAC Member

CJAC Application Score Sheet Continued

Funding Opportunity:	Justice Assistance Grant Program (JAG)	Date:	
Applicant Agency:			
Project Title:			
Application Number:			

Amount Recommended for Funding: (If different than requested amount)	\$	
Comments:		

Check If Exempt

Reason: _____

Office of the Governor, Criminal Justice Division

CJAC Application Score Sheet

Funding Opportunity:	Residential and Community-Based Services for Victims of the Commercial Sexual Exploitation (CSE)	Date:	
Applicant Agency:			
Project Title:			
Application Number:			
Amount Requested:		Total Score:	
<i>If you have a conflict of interest you are exempt from scoring or commenting on the application in conflict.</i>			
INSTRUCTIONS: Assign up to 5 total points (with 5 being the highest/best) for project's consistency with applicable core elements. <i>Examples: If all core elements are present and clear in their project/program, the applicant should receive a score of 5. If one core element is absent or unclear, the score should be 4.</i>			
Commercially Sexually Exploited Youth (CSEY) Advocates:			
Core elements / what to look for:		Max Points Allowed	Score
1. All CSE advocates are/will be full time paid employees. Volunteers may only provide support functions alongside advocate.		1.00	
		Max Points Allowed	Score
2. Advocates in the agency already respond to law enforcement and other first responders 24/7.		1.00	
		Max Points Allowed	Score
3. Supervision and support of advocates is rigorous, with substantial details and resources shown in the application, including supervision of cases by a licensed mental health clinician.		1.00	
		Max Points Allowed	Score
4. Case management responsibilities are prioritized along with advocacy.		1.00	
		Max Points Allowed	Score
5. Collaboration with other stakeholders in support of not only victim-centered goals of healing but also investigative goals. Strategies that indicate being only victim-centered and not also meeting the needs of other partners should be considered to have less value.		1.00	
		Max Points Allowed	Score
		TOTAL	0.00
<i>List any missing or unclear core element(s) that caused a reduction in score (if any): (Example: "#4", "none")</i>			
<i>By entering your name below, you are certifying that the above scores are your own. For the scores to be considered valid, this electronically signed form must be submitted by the the scorer via email.</i>			
Printed Name of CJAC Member		Signature of CJAC Member	

CJAC Application Score Sheet Continued

Funding Opportunity:	Residential and Community-Based Services for Victims of the Commercial Sexual Exploitation (CSE)	Date:					
Applicant Agency:							
Project Title:							
Application Number:							
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Amount Recommended for Funding: (If different than requested amount)	\$						
Comments:							
<div> <input type="checkbox"/> </div> <div>Check If Exempt</div> <div>Reason: _____</div> <div>_____</div>							

CJAC Application Score Sheet Continued

Funding Opportunity:	Residential and Community-Based Services for Victims of the Commercial Sexual Exploitation (CSE)	Date:	
Applicant Agency:			
Project Title:			
Application Number:			
Amount Requested:		Total Score:	
<i>If you have a conflict of interest you are exempt from scoring or commenting on the application in conflict.</i>			
INSTRUCTIONS: Assign up to 5 total points (with 5 being the highest/best) for project's consistency with applicable core elements. <i>Examples: If all core elements are present and clear in their project/program, the applicant should receive a score of 5. If one core element is absent or unclear, the score should be 4.</i>			
Drop-In Centers/Non-Residential Assessment Centers/Street Outreach:			
Core elements / what to look for:		Max Points Allowed	Score
1. Accepts and is located for and describes programming for youth walk-ins and/or first responder drop-off.		1.00	
		Max Points Allowed	Score
2. Provides for physical safety, basic needs, medical and mental health, case management and connecting activities.		1.00	
		Max Points Allowed	Score
3. Open during hours that meet first-responder's victim recoveries (evenings, overnight, weekends), and periods of increased youth vulnerability.		1.00	
		Max Points Allowed	Score
4. Agreements in place with referral systems (Law Enforcement, Juvenile Justice, Child Protective Services) and uploaded documents showing these agreements.		1.00	
		Max Points Allowed	Score
5. Targeted population is CSE, not Runaway or Homeless Youth (RHY) or homeless adults.		1.00	
		Max Points Allowed	Score
		TOTAL	0.00
<i>List any missing or unclear core element(s) that caused a reduction in score (if any): (Example: "#4", "none")</i>			
<i>By entering your name below, you are certifying that the above scores are your own. For the scores to be considered valid, this electronically signed form must be submitted by the the scorer via email.</i>			
Printed Name of CJAC Member		Signature of CJAC Member	

CJAC Application Score Sheet Continued

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CJAC Application Score Sheet Continued

Funding Opportunity:	Residential and Community-Based Services for Victims of the Commercial Sexual Exploitation (CSE)	Date:	
Applicant Agency:			
Project Title:			
Application Number:			
Amount Requested:		Total Score:	
If you have a conflict of interest you are exempt from scoring or commenting on the application in conflict.			
INSTRUCTIONS: Assign up to 5 total points (with 5 being the highest/best) for project's consistency with applicable core elements. <i>Examples: If all core elements are present and clear in their project/program, the applicant should receive a score of 5. If one core element is absent or unclear, the score should be 4.</i>			
Innovative Services:			
Core elements / what to look for:		Max Points Allowed	Score
1. Applicant has included a designated organization(s) and program(s) that will benefit directly from this innovative service.		1.00	
		Max Points Allowed	Score
2. Applicant has included the target population that will benefit from the service.		1.00	
		Max Points Allowed	Score
3. Applicant has included a designation of the victim outcomes that will be different as a result of this innovation.		1.00	
		Max Points Allowed	Score
4. Applicant has included any research that supports the effectiveness of the service for victims of commercial sexual exploitation.		1.00	
		Max Points Allowed	Score
5. Applicant has included documentation from the designated organization(s) and programs(s), confirming their intent to utilize the Innovative Service provided by the applicant, if awarded, along with the benefit they, or those they serve, would receive from the Innovative Service.		1.00	
		Max Points Allowed	Score
		TOTAL	0.00
List any missing or unclear core element(s) that caused a reduction in score (if any): (Example: "#4", "none")			
By entering your name below, you are certifying that the above scores are your own. For the scores to be considered valid, this electronically signed form must be submitted by the the scorer via email.			
Printed Name of CJAC Member		Signature of CJAC Member	

CJAC Application Score Sheet Continued

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CJAC Application Score Sheet Continued

Funding Opportunity:	Residential and Community-Based Services for Victims of the Commercial Sexual Exploitation (CSE)	Date:	
Applicant Agency:			
Project Title:			
Application Number:			
Amount Requested:		Total Score:	
If you have a conflict of interest you are exempt from scoring or commenting on the application in conflict.			
INSTRUCTIONS: Assign up to 5 total points (with 5 being the highest/best) for project's consistency with applicable core elements. Examples: If all core elements are present and clear in their project/program, the applicant should receive a score of 5. If one core element is absent or unclear, the score should be 4.			
Long-Term Residential Placements:			
Core elements / what to look for:		Max Points Allowed	Score
1. Residential treatment or therapeutic foster care experience and Texas license and Department of Family and Protective Services (DFPS) contract in place.		1.00	
		Max Points Allowed	Score
2. Applicant demonstrates successful outcomes with highly traumatized youth.		1.00	
		Max Points Allowed	Score
3. Applicant describes ability and demonstrated track record in working with oppositional, defiant, runaway and other challenging youth behaviors.		1.00	
		Max Points Allowed	Score
4. Agreements in place with referral systems (Law Enforcement, Juvenile Justice, DFPS) and uploaded documents showing these agreements.		1.00	
		Max Points Allowed	Score
5. Identification of Evidence Based/Promising Practice Models to be used and clear strategy for gauging program effectiveness and fidelity to these models.		1.00	
		Max Points Allowed	Score
		TOTAL	0.00
List any missing or unclear core element(s) that caused a reduction in score (if any): (Example: "#4", "none")			
By entering your name below, you are certifying that the above scores are your own. For the scores to be considered valid, this electronically signed form must be submitted by the the scorer via email.			
Printed Name of CJAC Member		Signature of CJAC Member	

CJAC Application Score Sheet Continued

Funding Opportunity:	Residential and Community-Based Services for Victims of the Commercial Sexual Exploitation (CSE)	Date:					
Applicant Agency:							
Project Title:							
Application Number:							
<table border="1" style="width: 60%; margin-left: 0; border-collapse: collapse;"> <tr> <td style="width: 30%; padding: 5px;">Amount Recommended for Funding: (If different than requested amount)</td> <td style="width: 30%; padding: 5px;"></td> </tr> <tr> <td style="padding: 5px;">Comments:</td> <td style="padding: 5px;"></td> </tr> </table>				Amount Recommended for Funding: (If different than requested amount)		Comments:	
Amount Recommended for Funding: (If different than requested amount)							
Comments:							
<div style="margin-left: 20px;"> <input type="checkbox"/> Check If Exempt Reason: _____ _____ </div>							

CJAC Application Score Sheet Continued

Funding Opportunity:	Residential and Community-Based Services for Victims of the Commercial Sexual Exploitation (CSE)	Date:	
Applicant Agency:			
Project Title:			
Application Number:			
Amount Requested:		Total Score:	
If you have a conflict of interest you are exempt from scoring or commenting on the application in conflict.			
INSTRUCTIONS: Assign up to 5 total points (with 5 being the highest/best) for project's consistency with applicable core elements. <i>Examples: If all core elements are present and clear in their project/program, the applicant should receive a score of 5. If one core element is absent or unclear, the score should be 4.</i>			
EMERGENCY RESIDENTIAL SERVICES:			
Core elements / what to look for:		Max Points Allowed	Score
1. 24-hour emergency youth shelter experience and Texas license to operate emergency residential services in place.		1.00	
		Max Points Allowed	Score
2. Applicant demonstrates track record in working with oppositional, defiant, runaway and other challenging youth behaviors.		1.00	
		Max Points Allowed	Score
3. Agreements in place with system stakeholders (Law Enforcement, Juvenile Justice, Department of Family and Protective Services) to refer and accept youth and upload documents showing these agreements.		1.00	
		Max Points Allowed	Score
4. Clinical and behavioral services are available 24 hours/day.		1.00	
		Max Points Allowed	Score
5. Basic needs, safety planning, case management, empowering activities provided.		1.00	
		Max Points Allowed	Score
		TOTAL	0.00
List any missing or unclear core element(s) that caused a reduction in score (if any): (Example: "#4", "none")			
By entering your name below, you are certifying that the above scores are your own. For the scores to be considered valid, this electronically signed form must be submitted by the the scorer via email.			
Printed Name of CJAC Member		Signature of CJAC Member	

CJAC Application Score Sheet Continued

Funding Opportunity:	Residential and Community-Based Services for Victims of the Commercial Sexual Exploitation (CSE)	Date:					
Applicant Agency:							
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Comments:							
<div> <input type="checkbox"/> </div> <div>Check If Exempt</div> <div>Reason: _____</div> <div>_____</div>							

RESOLUTION NO. ABD22-06

RESOLUTION OF THE ARK-TEX COUNCIL OF GOVERNMENTS APPROVING THE REVISIONS OF THE REGIONAL CRIMINAL JUSTICE ADVISORY COMMITTEE (RCJAC) LOCAL PRIORITIES AND SCORING INSTRUMENTS.

WHEREAS, the Regional Criminal Justice Advisory Committee (RCJAC) is an advisory subcommittee of the ATCOG Board of Directors; and

WHEREAS, the local priorities and the scoring instruments are very important tools used by the RCJAC to review and score the criminal justice grant applications from CJD.

NOW, THEREFORE, BE IT RESOLVED BY THE ARK-TEX COUNCIL OF GOVERNMENTS:

- Section 1 - That the ATCOG Board of Directors approved the local priorities and scoring instruments as shown on the attachment and previously recommended/approved by the RCJAC; and
- Section 2 - That all other previous local priorities and scoring instruments adopted by the ATCOG Board of Directors are now null and void.
- Section 3 - That this resolution is approved by majority vote in accordance with the bylaws of Ark-Tex Council of Governments and applicable law and shall be in effect immediately upon its adoption.

REVIEWED AND APPROVED THIS 9TH DAY OF DECEMBER, 2021.

**L. D. Williamson, President
Board of Directors
Ark-Tex Council of Governments**

ATTEST:

BRIEFING PAPER

ITEM 15:

Review and consider approval of appointments of ATCOG Board of Director members to the Executive Committee and Audit Committee.

BACKGROUND:

Article V, Section A, of the Bylaws states that vacancies on the Executive Committee because of death, resignation, removal, disqualification or otherwise may be filled immediately by vote of the Board of Directors at a regular meeting of the Ark-Tex Council of Governments on recommendation of a nominating committee of not less than three Directors appointed by the highest officer of the then active Executive Committee.

DISCUSSION:

A Nominating Committee was appointed to make recommendations to the Board of Directors to fill vacancies on the Executive Committee and the Audit Committee. The Nominating Committee consists of Ann Rushing, Mayor, City of Clarksville; Brian Lee, Judge, Titus County; Scott Norton, CEO, TexAmericas; and L.D. Williamson, Judge, Red River County.

The City of Paris City Council met and elected the following representatives to serve on the ATCOG Board of Directors and the ATCOG Executive Committee upon ATCOG Board approval.

ATCOG Board of Directors – Mayor Paula Portugal
ATCOG Executive Committee – Council Member Mihir Pankaj

Therefore, the Nominating Committee presents the following members for consideration:

Executive Committee – Honorable Mihir Pankaj, Council Member, City of Paris

Audit Committee – Honorable Brandon Bell, Judge, Lamar County

RECOMMENDATION:

The nominating committee recommends approval.