

AGENDA
ARK-TEX COUNCIL OF GOVERNMENTS
EXECUTIVE COMMITTEE MEETING
January 25, 2024

The Executive Committee of the Ark-Tex Council of Governments (ATCOG) will meet at 10:00 a.m., Thursday, January 25, 2024, at the Northeast Texas Small Business Development Center (SBDC), 2nd Floor, located at 105 North Riddle Avenue, Mt. Pleasant, Texas, and videoconference.

Use the following information to register for the meeting:

<https://us06web.zoom.us/meeting/register/tZcsduGhrz0vGtOdDT1VBbrh-HuqXZH2hZRJ>

If you experience issues while registering, 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.

Item 4. Review and consider consent agenda items. (To be presented by Executive Director Mary Beth Rudel)

- Approval of the minutes as submitted for the ATCOG Special Called Executive Committee meeting held Tuesday, August 8, 2023. (See page 3)
- Approval of the minutes as submitted for the ATCOG Executive Committee meeting held Thursday, October 26, 2023. (See Page 6)
- Acceptance of the minutes as submitted for the ATCOG Area Agency on Aging Regional Advisory Council meeting held Thursday, December 7, 2023. (See page 7)

Review and Comment

Item 5. Executive Director Reports (For information only, see page 13; to be presented by Executive Director Mary Beth Rudel)

Regular Business

- Item 6. Review and consider approval of an appointment to the Ark-Tex Urban Transit, Inc. (ATUT) Board of Directors. (See page 23; to be presented by Deputy Director Leslie McBride)
- Item 7. Review and consider approval of the submission of an application to the Texas Health and Human Services for the Aging and Disability Resource Center Services. (See page 26; to be presented by staff member Jenny Butler)
- Item 8. Review and consider approval of the revisions to the Area Agency on Aging Regional Advisory Council By-laws. (See page 28; to be presented by staff member Jenny Butler)
- Item 9. Review and consider approval of the revised Area Agency on Aging Policy and Procedures. (See page 35 and [addendum page 1](#); to be presented by staff member Jenny Butler)
- Item 10. Review and consider approval of ATCOG's Housing Department 2024 Fair Market Rent Payment Standards for the Housing Choice Voucher Program. (See page 37; to be presented by staff member Mary Wormington)
- Item 11. Review and consider approval of the submission of a grant application to the Office of the Governor, Criminal Justice Division, for the Purchase of Juvenile Justice Services Project for FY2025. (See page 41; to be presented by staff member Patricia Haley)
- Item 12. Review and consider approval of the ATCOG Rural Transit District (RTD) Title VI Program Plan Facility Analysis for the new Paris Metro/TRAX in Paris, Texas. (See page 43 and [addendum page 108](#); to be presented by staff member Sheena Record)

Announcements

A Workforce CEO meeting will be held immediately following this meeting. Judges, please reconvene at the front of the room or remain on Zoom. All others, please move into the hallway or exit the Zoom meeting.

The next ATCOG Executive Committee meeting will be held on February 29, 2024, at 10:00 a.m., at the Northeast Texas Small Business Development Center (SBDC), 2nd Floor, 105 North Riddle Avenue, Mt.Pleasant, Texas, and via videoconference.

Pursuant to the Texas Open Meeting Act, Government Code Chapter 551, one or more of the above items may be considered in an 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 a matter will be taken or conducted in an 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) workdays prior to the meeting so that appropriate arrangements can be made.

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

MINUTES
ARK-TEX COUNCIL OF GOVERNMENTS
SPECIAL CALLED EXECUTIVE COMMITTEE MEETING
August 8, 2023

The Ark-Tex Council of Governments (ATCOG) Executive Committee met at 3:30 p.m., Tuesday, August 8, 2023, at the Ark-Tex Council of Governments Office, EOC Room, 4808 Elizabeth Street, Texarkana, Texas as well as a videoconference.

Item 1. Bobby Howell, Judge, Bowie County, called the meeting to order.

Item 2. Judge Howell, gave the invocation.

Item 3. Public Comment.

No member of the public made a comment.

Executive Closed Session

Item 4. Judge Howell called for the Executive Committee to recess into Executive Closed Session to discuss personnel matters as allowed in the Texas Open Meetings Act, Section 551.074, Executive Director's resignation at 3:33 p.m.

Motion to recess into Executive Session pursuant to Section 551.074 was made by Travis Ransom, Judge, Cass County, and seconded by Marc Reiter, Mayor, City of Hooks. It was approved.

Open Session/Regular Business

Item 5. Judge Howell reconvened the meeting in Open Session at 4:43 p.m.

Judge Howell presented the following items of business that require action:

1) Accept the resignation of Chris Brown as the Executive Director.

Motion to accept Chris Brown's resignation as Executive Director was made by Scott Lee, Judge, Franklin County, and seconded by Kent Cooper, Judge, Titus County. It was approved.

2) Appoint an interim Executive Director and establish the start date.

Motion to appoint Mary Beth Rudel as Interim Executive Director with a start date of September 8, or earlier as required by Judge Howell, and adjust her salary accordingly to compensate her while serving as the Interim Executive Director at the base of \$125,000 was made by Judge Ransom, and seconded by Robert Newsom, Judge, Hopkins County. It was approved.

3) Approve Executive Director's job description and salary.

Motion to approve the Executive Director's job description provided to the Executive Committee with a salary range of \$125,000 - \$150,000 was made by Mayor Reiter and seconded by Mr. Stan Wyatt, NETX Municipal Water District Board. It was approved.

4) Establish the Executive Director hiring process:

- Appoint the following Search Committee
 - Judge Bobby Howell
 - Judge Robert Newsom
 - Mr. Scott Norton
 - Judge Scott Lee
 - Chris Brown, Ad Hoc Member
- 8/8/23: Post position with various resources and agencies (NADO, TARC, Indeed, LinkedIn)
- 9/8/23: Close applications
- 9/11-15/23: Search Committee meeting to discuss applicants
 - Establish Interview questions and process
 - Select 3 to 5 candidates for Executive Committee Interview
- 9/28/23: Executive Committee Interviews and Recommend a candidate to Board

Motion to approve the Search Committee and hiring process was made by Mayor Rushing and seconded by Judge Ransom. It was approved.

Motion to convene an Executive Committee meeting the morning of September 28, 2023, to interview 3 to 5 candidates and establish a recommendation for hire to the ATCOG Board of Directors for consideration at the ATCOG Board of Directors meeting to be held the afternoon of September 28, 2023, was made by Judge Lee and seconded by Judge Cooper. It was approved.

Announcements

The next ATCOG Board of Directors meeting will be held Thursday, August 31, 2023, at 10:00 a.m., at the Mt. Pleasant Civic Center, located at 1800 N Jefferson Ave, Mt. Pleasant, Texas, and via teleconference/webinar.

Motion to adjourn was made by Mayor Reiter and seconded by Judge Ransom. It was approved.

EXECUTIVE COMMITTEE MEMBERS PRESENT

Brandon Bell, Judge, Lamar County
Kent Cooper, Judge, Titus County
Bobby Howell, Judge, Bowie County
Scott Lee, Judge, Franklin County
Robert Newsom, Judge, Hopkins County
Scott Norton, Executive Director/CEO, TexAmericas Center
Travis Ransom, Judge, Cass County
Doug Reeder, Judge, Morris County
Marc Reiter, Mayor, City of Hooks
Ann Rushing, Mayor, City of Clarksville
Stan Wyatt, NETX Municipal Water District Board

ATCOG BOARD MEMBERS PRESENT

Sheryl Collum, Mayor, City of Wake Village
Jean Matlock, Councilwoman, City of Texarkana, TX

GUESTS PRESENT

Rea Donna Jones

STAFF MEMBERS PRESENT

Chris Brown, Executive Director

Patricia Haley, Criminal Justice Coordinator

Melody Harmon, Economic Development Director

Toni Lindsey, Regional Development Director

Marla Matthews, Executive Assistant

Leslie McBride, Human Resources Director

Paul Prange, Environmental Resources Coordinator

Debbie Purifoy, Compliance and Purchasing Officer

Lisa Reeve, Area Agency on Aging Director

Mary Beth Rudel, Deputy Director

Whitney Fezell, Homeland Security Coordinator

Bobby Howell, President
Board of Directors
Ark-Tex Council of Governments

ATTEST:

MINUTES
ARK-TEX COUNCIL OF GOVERNMENTS
EXECUTIVE COMMITTEE MEETING
October 26, 2023

The Ark-Tex Council of Governments (ATCOG) Executive Committee met at 10:00 a.m., Thursday, October 26, 2023, at the Northeast Texas Small Business Development Center (SBDC), 2nd Floor, located at 105 North Riddle Avenue, Mount Pleasant, Texas, and via videoconference.

Item 1. Bobby Howell, Judge, Bowie County, called the meeting to order.

Item 2. Scott Norton, Executive Director/CEO, TexAmericas Center, gave the invocation.

Item 3. Public Comment.

No member of the public made a comment.

Judge Howell recognized the following new Board members:

- Joey McCarthy, Mayor Pro Tem, City of Reno, Lamar County
- Terry Roberts, Assistant Mayor/ Ward 1, City of Texarkana-AR, Miller County
- Laney Harris, Director Ward 2, City of Texarkana-AR, Miller County
- Jeff Hart, Director Ward 6, City of Texarkana-AR, Miller County

Item 4. Ms. Mary Beth Rudel, Executive Director, presented the following consent agenda items:

- Approval of the minutes as submitted for the ATCOG Executive Committee meeting held Thursday, May 25, 2023.
- Acceptance of the minutes as submitted for the ATCOG Area Agency on Aging Regional Advisory Council meeting held Thursday, September 14, 2023.
- Acceptance of the minutes as submitted for the ATCOG Solid Waste Advisory Committee meeting held Thursday, October 12, 2023.

Motion to approve was made by Travis Ransom, Judge, Cass County, and seconded by Robert Newsom, Judge, Hopkins County. It was approved.

Review and Comment

Item 5. Ms. Rudel presented, for information only, the Executive Director Report. She reviewed the reports and provided updates and statistics for ATCOG Programs.

Regular Business

Item 6. Ms. Rudel presented for review and consideration approval of an amendment to resolution AEC23-13 to increase the contract threshold from \$525,000 to \$575,000 to complete renovations at the Paris office building recommended by Texas Health and Human Services (HHS).

The initial contract amount was \$457,117, which included a roof replacement. A 15% contingency

was included in the originally requested amount for approval to cover unanticipated costs that may arise during the project. The current change orders submitted bring the total needed repairs to \$550,000. While the project should be completed in the next few weeks and major change orders are not anticipated, staff request approval to increase the contract threshold to \$575,000 to cover any additional change orders needed. All expenses will be funded by the Federal Transit Administration grant.

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

- Item 7. Ms. Mary Wormington presented for review and consideration approval of the Ark-Tex Council of Governments Housing Choice Voucher Program (HCV) Annual Plan to be effective October 1, 2023.

ATCOG supports and administers the vouchers for the HCV program. The ATCOG Board must formally adopt any revisions made to this plan as well as approve it annually to establish goals and operating procedures for achieving the Public Housing Authority goals within the HCV program. There are no revisions to the Plan at this time.

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

- Item 8. Mr. Paul Prange presented for review and consideration approval of the FY2024/2025 application to the Texas Commission on Environmental Quality (TCEQ) to administer the Solid Waste Pass-through Grant Program.

ATCOG receives funding every two years from the TCEQ to administer the Solid Waste Pass-Through Grant Program. An application must be submitted by ATCOG to TCEQ at the beginning of each biennium to execute the contract for the grant period. ATCOG plans to utilize the grant by funding Community Collection Events and Illegal Dumping Cleanup Events throughout the ATCOG region during this biennium.

Motion to approve was made by Judge Ransom and seconded by Stan Wyatt, NETX Municipal Water District. It was approved.

- Item 9. Mr. Prange presented for review and consideration approval of funding priorities for the FY2024/2025 Texas Commission on Environmental Quality (TCEQ) Solid Waste Pass-through Grant Program.

The ATCOG Solid Waste Advisory Committee (SWAC) met on Thursday, October 12, 2023, at 10:30 a.m. to discuss the FY2024/2025 Solid Waste Pass-through grant funding priorities. The SWAC recommended utilizing the funding allocation of approximately \$20,000.00 to sponsor Community Collection Events/Illegal Dumping Cleanup Events throughout the ATCOG region during FY2025

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

- Item 10. Ms. Patricia Haley presented for review and consideration approval authorizing the Executive Director to enter into a contract with Kilgore College not to exceed \$100,000 to provide law enforcement training services.

The 2-year Regional Law Enforcement Training grant award and contract will provide 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 2-year contract with ETPA will be a total of \$75,000 to align with the currently available grant funds. During the grant period, if additional funds become available within the ATCOG grant budget and additional contract funds are needed, ATCOG requests to amend the contract amount with the available funds not to exceed \$100,000. 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 advanced/specialized courses.

Motion to approve was made by Scott Norton and seconded by Ann Rushing, Mayor, City of Clarksville. It was approved.

Other Business

Item 11. Ms. Jessica Fritsche, Senior Planner, Carollo Engineers, presented the Northeast Texas Population Growth Evaluation Report for the ATCOG/Sulphur River Basin Authority. A copy of the population study will be emailed to the ATCOG Board. .

Item 12. Mr. Andrew Cohill, President/CEO of Design Nine, Inc., presented the Northeast Texas Broadband Study. Mr. Cohill provided an overview of the existing broadband infrastructure, gap analysis, opportunities, providers, strategies, and funding/financing options within the ATCOG region. A copy of the Broadband information will be emailed to the ATCOG Board.

Announcements

Ms. Rea Allen announced that the ATCOG 9-1-1 Department is in the planning stages of digitizing and mapping each independent school district indoor classroom within the region. Ms. Allen will provide more detailed information for Board review and approval in the near future.

Judge Howell announced that the next ATCOG Board of Directors meeting will be held on December 7, 2023, at 10:00 a.m., at the Northeast Texas Small Business Development Center (SBDC), 2nd Floor, 105 North Riddle Avenue, Mt. Pleasant, Texas, and via videoconference.

With no further business, Judge Howell adjourned the meeting.

EXECUTIVE COMMITTEE MEMBERS PRESENT

Brandon Bell, Judge, Lamar County
Kent Cooper, Judge, Titus County
Tanner Crutcher, Judge, Delta County
Bobby Howell, Judge, Bowie County
Robert Newsom, Judge, Hopkins County
Scott Lee, Judge, Franklin County
Scott Norton, Executive Director/CEO, TexAmericas Center
Travis Ransom, Judge, Cass County
Ann Rushing, Mayor, City of Clarksville
Stan Wyatt, NETX Municipal Water District Board

ATCOG BOARD MEMBERS PRESENT

Chris Brown, Hopkins County Hospital District
Rosina Duckworth, Mayor Pro Tem, City of Cumby
Juan Duenez, Mt. Pleasant Independent School District
Laney Harris, Director Ward 6, City of Texarkana-AR

GUESTS PRESENT

Andrew Cohill, Design Nine, Inc.
Reece DeWoody, Office of United States Senator John Cornyn

Jessica Fritsche, Carollo Engineers
Reeves Hayter, Sulphur River Basin Authority
Jack Maytum, Design Nine, Inc.
Dan Perry, Texas Department of Transportation
David Weidman, Sulphur River Basin Authority

STAFF MEMBERS PRESENT

Mary Beth Rudel, Executive Director
Rea Allen, 9-1-1 Director
Whitney Fezell, Homeland Security Coordinator
Patricia Haley, Criminal Justice Coordinator
Melody Harmon, Economic Development Director
Toni Lindsey, Regional Development Director
Marla Matthews, Executive Assistant
Leslie McBride, Human Resources Director
Holly Pfister, Development Specialist
Paul Prange, Environmental Resources Coordinator
Debbie Purifoy, Compliance and Purchasing Officer
Melinda Tickle, Finance Director
Bobby Williams, Transportation Operations Manager
Mary Wormington, Housing Director

Bobby Howell, President
Board of Directors
Ark-Tex Council of Governments

ATTEST:

ARK-TEX AREA AGENCY ON AGING (AAA)
Regional Advisory Council Meeting

MINUTES

The Ark-Tex Council of Governments (ATCOG) Area Agency on Aging (AAA) Regional Advisory Council met on Thursday, December 7, 2023, at the Titus Medical Plaza in Mount Pleasant and via video conference call. Tammy Lawing, Chairperson, called the meeting to order at 10:01 a.m.

Magen Watters, AAA Program Specialist, called roll. Regional Advisory Council members present were as follows:

Brenda Davis, Bowie County Representative
Rhonda Rogers, Texas Silver Haired Legislature
Judge Lynda Cox, Morris County Representative
Bill Collins, Lamar County Representative
Megan Knight, Titus Regional Medical Representative
Shelly Braziel, Title III Representative
Terry Landers, Delta County Representative
Tammy Lawing, Chairperson, Red River County Representative
Mayor Ann Rushing, Elected Official

AAA staff present:

Jenny Butler, AAA Director
Magen Watters, AAA Program Specialist

Guests:

Jenny Helton – HHS Community Support Specialist – Community Partner Program.

Jenny Butler, AAA Director, introduced Jenny Helton who is a Community Support Specialist for Health and Human Services. Currently the Regional Advisory Council has a vacancy for an HHS representative on the board.

Approval of Minutes of Last Meeting:

A motion was made by Terry Landers to approve the minutes of the September 14, 2023 meeting. Motion was seconded by Bill Collins. All members present were in favor.

Revision to RAC By-Laws - request for approval:

Jenny Butler, AAA Director, requested a revision to the By-Laws regarding who is eligible to nominate a person to become a RAC member. Currently the nomination can be made by the ATCOG Board of Directors, a County Judge, or Title III service provider. Jenny Butler would also like to add that a current RAC member can also nominate someone to be a member.

A motion was made to update the By-Laws by Bill Collins and seconded by Judge Lynda Cox. All members present were in favor. Motion passed.

Review/ approve AAA Policy and Procedures- Ombudsman Revision:

Jenny Butler, AAA Director, informed RAC members that the AAA Ombudsman program will receive an in person, monitoring visit from the State of Texas in the next week. The last in person visit was before the pandemic.

Jenny shared a visual and went over the minor revisions made to the Ombudsman section in the Policy and Procedures. The following changes were made:

-The State Ombudsman would like to include the phrase “and Ombudsman services” to the targeting service delivery. Although most of the AAA services are for those clients 60 and above, Ombudsman can advocate for any resident in a Long term Care facility.

-The sentence stating “Benefits Counselors and Local Managing Ombudsman utilize the same principals when dealing with their clients.” will be deleted after reviewing other parts of the section. Removing this sentence will not take any information away from the section.

-Page 31 – When the AAA Ombudsman program was monitored around September of 2020, they had changes that were made to the policy then. The wording was changed from MOE to minimum funding requirement. During this recent review the State Ombudsman wanted to clarify that it would be federal funding for FY 2019. There is also a foot note that will be deleted as well as it does not add any additional information to the section.

-Conflict of Interest Form- The Ombudsman program has their own Conflict of Interest Form as does the AAA. The AAA Conflict of Interest Form will need minor modifications regarding position titles.

A motion was made by Bill Collins and seconded by Judge Lynda Cox to approve the changes. All members present were in favor. Motion passed.

Budget Updates:

The State of Texas and HHS are working on streamlining the budget processes for the AAA Planning, Working, and Closeout budgets. The Closeout Budget was submitting timely before the requested due date of December 6, 2023. The Planning budget and the Quarterly Performance Review reports are due on the December 15, 2023.

Last year the AAA was awarded almost \$3.4 million, spent \$2.3 million, and will carryover \$1.1 million. The current planning budget for 2024 is \$3.3 million of which Jenny stated most of the budget will go to the Nutritional program. Residential Repair is also a very high demand service.

AAA Updates:

The Area Plan submitted to the State has been approved for FY2024 - FY2026.

Medicare Open Enrollment has ended and the Benefits Counselors did an amazing job assisting Medicare beneficiaries with reviewing Medicare plan options for 2024.

Announcements:

Charles McPherson, APS, retired on November 30th, 2023.

Rhonda Rogers, Texas Silver Haired Legislature – 13/14 amendments passed but currently there is a law suit regarding the election process and procedures that is keeping the amendments from moving forward. TSHL was very active in getting the rate increase for home delivered meals.

Rhonda stated that if there is anything she may can help with such as speaking events, she would love to help out.

Mayor Anne Rushing asked how the Clarksville congregate site has been as she sometimes brings bingo prizes for the participants to remain active. Shelly Braziel, Title III Representative, was able to give some statistics on some of the sites and let everyone know it is going well and they serve meals and have activities 5 days a week.

Adjourn

A motion was made to adjourn by Bill Collins and seconded by Judge Lynda Cox. The meeting was adjourned at 10:51 a.m. The next RAC meeting will be March 7, 2024.

Tammy Lawing, Chairperson

Date

Attest

Date

**ATCOG Regional Services
October 1 - December 31, 2023**

Number of 9-1-1 calls received (All counties + training center)	56,355
Number of Rural Transportation Ride (Ages 60 and over)	3,601
Number of Home Delivered Meals Served (Ages 60 and over)	29,620
Number of Congregate Meals Served (Ages 60 and over)	5,703
Number of Illegal Dumping Camera Systems Provided	12
Number of "No Illegal Dumping" Signs Installed	12
Number of Housing Choice Vouchers (HCV) (including Camp, Upshur, & Wood Counties)	1,516
Amount of Housing Assistance Payments to Landlords	\$ 2,314,535.00
Number of HCV Family Self-Sufficiency (FSS) Participants	66
Number of HCV Family Self-Sufficiency (FSS) Graduates	-
Number of HCV FSS Households Income Increased	9
Number of Rural Transportation Rides (including paratransit & Paris Metro)	22,754
Number of Active Criminal Justice Projects	18
Number of Students attending Law Enforcement Training	-
Number of active Economic Development loans	31
Number of active Regional Development grants	16
Number of Active Homeland Security Grants	13

**ATCOG Services in Bowie County
October 1 - December 31, 2023**

Number of 9-1-1 calls received (Bi-State Justice Center & New Boston PD)	29,020
Number of Rural Transportation Ride (Ages 60 and over)	618
Number of Home Delivered Meals Served (Ages 60 and over)	4,998
Number of Congregate Meals Served (Ages 60 and over)	2,047
Number of Illegal Dumping Camera Systems Provided	12
Number of "No Illegal Dumping" Signs Installed	-
Number of Housing Choice Vouchers (HCV)	765
Amount of Housing Assistance Payments to Landlords	\$ 1,244,540.00
Number of HCV Family Self-Sufficiency (FSS) Participants	-
Number of HCV FSS Graduates	-
Number of HCV FSS Households Income Increased	-
Number of Rural Transportation Rides	2,280
Number of Active Criminal Justice Projects	4
Number of Students attending Law Enforcement Training	-
Number of active Economic Development loans	5
Number of active Regional Development grants	4
Number of Active Homeland Security Grants	-

**ATCOG Services in Cass County
October 1 - December 31, 2023**

Number of 9-1-1 calls received (Atlanta PD and Cass CO SO)	4,632
Number of Rural Transportation Ride (Ages 60 and over)	748
Number of Home Delivered Meals Served (Ages 60 and over)	1,649
Number of Congregate Meals Served (Ages 60 and over)	1,290
Number of Illegal Dumping Camera Systems Provided	-
Number of "No Illegal Dumping" Signs Installed	-
Number of Housing Choice Vouchers (HCV)	52
Amount of Housing Assistance Payments to Landlords	\$ 68,238.00
Number of HCV Family Self-Sufficiency (FSS) Participants	-
Number of HCV FSS Graduates	-
Number of HCV FSS Households Income Increased	-
Number of Rural Transportation Rides	1,971
Number of Active Criminal Justice Projects	2
Number of Students attending Law Enforcement Training	-
Number of active Economic Development loans	2
Number of active Regional Development grants	1
Number of Active Homeland Security Grants	-

**ATCOG Services in Delta County
October 1 - December 31, 2023**

Number of 9-1-1 calls received (Delta CO SO)	608
Number of Rural Transportation Ride (Ages 60 and over)	12
Number of Home Delivered Meals Served (Ages 60 and over)	2,062
Number of Congregate Meals Served (Ages 60 and over)	-
Number of Illegal Dumping Camera Systems Provided	-
Number of "No Illegal Dumping" Signs Installed	-
Number of Housing Choice Vouchers (HCV)	10
Amount of Housing Assistance Payments to Landlords	\$ 13,183.00
Number of HCV Family Self-Sufficiency (FSS) Participants	-
Number of HCV FSS Graduates	-
Number of HCV FSS Households Income Increased	-
Number of Rural Transportation Rides	15
Number of Active Criminal Justice Grants	1
Number of Students attending Law Enforcement Training	-
Number of active Economic Development loans	-
Number of active Regional Development grants	-
Number of Active Homeland Security Grants	3

**ATCOG Services in Franklin County
October 1 - December 31, 2023**

Number of 9-1-1 calls received (Franklin CO SO)	1,416
Number of Rural Transportation Ride (Ages 60 and over)	55
Number of Home Delivered Meals Served (Ages 60 and over)	140
Number of Congregate Meals Served (Ages 60 and over)	-
Number of Illegal Dumping Camera Systems Provided	-
Number of "No Illegal Dumping" Signs Installed	-
Number of Housing Choice Vouchers (HCV)	25
Amount of Housing Assistance Payments to Landlords	\$ 34,551.00
Number of HCV Family Self-Sufficiency (FSS) Participants	-
Number of HCV FSS Graduates	-
Number of HCV FSS Households Income Increased	-
Number of Rural Transportation Rides	90
Number of Active Criminal Justice Grants	1
Number of Students attending Law Enforcement Training	-
Number of active Economic Development loans	2
Number of active Regional Development grants	-
Number of Active Homeland Security Grants	2

**ATCOG Services in Hopkins County
October 1 - December 31, 2023**

Number of 9-1-1 calls received (Sulphur Springs PD and Hopkins CO SO)	5,645
Number of Rural Transportation Ride (Ages 60 and over)	902
Number of Home Delivered Meals Served (Ages 60 and over)	3,050
Number of Congregate Meals Served (Ages 60 and over)	-
Number of Illegal Dumping Camera Systems Provided	-
Number of "No Illegal Dumping" Signs Installed	-
Number of Housing Choice Vouchers (HCV)	141
Amount of Housing Assistance Payments to Landlords	\$ 183,639.00
Number of HCV Family Self-Sufficiency (FSS) Participants	-
Number of HCV FSS Graduates	-
Number of HCV FSS Households Income Increased	-
Number of Rural Transportation Rides	2,149
Number of Active Criminal Justice Grants	1
Number of Students attending Law Enforcement Training	-
Number of active Economic Development loans	1
Number of active Regional Development grants	1
Number of Active Homeland Security Grants	3

**ATCOG Services in Lamar County
October 1 - December 31, 2023**

Number of 9-1-1 calls received (Paris PD)	6,601
Number of Rural Transportation Ride (Ages 60 and over)	201
Number of Home Delivered Meals Served (Ages 60 and over)	12,396
Number of Congregate Meals Served (Ages 60 and over)	427
Number of Illegal Dumping Camera Systems Provided	-
Number of "No Illegal Dumping" Signs Installed	-
Number of Housing Choice Vouchers (HCV)	116
Amount of Housing Assistance Payments to Landlords	\$ 154,631.00
Number of HCV Family Self-Sufficiency (FSS) Participants	-
Number of HCV FSS Graduates	-
Number of HCV FSS Households Income Increased	-
Number of Rural Transportation Rides (including Paris Metro)	12,487
Number of Active Criminal Justice Grants	1
Number of Students attending Law Enforcement Training	-
Number of active Economic Development loans	2
Number of active Regional Development grants	1
Number of Active Homeland Security Grants	2

**ATCOG Services in Morris County
October 1 - December 31, 2023**

Number of 9-1-1 calls received (Morris CO SO)	2,179
Number of Rural Transportation Ride (Ages 60 and over)	208
Number of Home Delivered Meals Served (Ages 60 and over)	2,130
Number of Congregate Meals Served (Ages 60 and over)	1,216
Number of Illegal Dumping Camera Systems Provided	-
Number of "No Illegal Dumping" Signs Installed	-
Number of Housing Choice Vouchers (HCV)	53
Amount of Housing Assistance Payments to Landlords	\$ 86,286.00
Number of HCV Family Self-Sufficiency (FSS) Participants	-
Number of HCV FSS Graduates	-
Number of HCV FSS Households Income Increased	-
Number of Rural Transportation Rides	465
Number of Active Criminal Justice Grants	2
Number of Students attending Law Enforcement Training	-
Number of active Economic Development loans	-
Number of active Regional Development grants	-
Number of Active Homeland Security Grants	1

**ATCOG Services in Red River County
October 1 - December 31, 2023**

Number of 9-1-1 calls received (Red River CO SO)	1,642
Number of Rural Transportation Ride (Ages 60 and over)	113
Number of Home Delivered Meals Served (Ages 60 and over)	2,111
Number of Congregate Meals Served (Ages 60 and over)	207
Number of Illegal Dumping Camera Systems Provided	-
Number of "No Illegal Dumping" Signs Installed	-
Number of Housing Choice Vouchers (HCV)	22
Amount of Housing Assistance Payments to Landlords	\$ 29,024.00
Number of HCV Family Self-Sufficiency (FSS) Participants	-
Number of HCV FSS Graduates	-
Number of HCV FSS Households Income Increased	-
Number of Rural Transportation Rides	228
Number of Active Criminal Justice Grants	2
Number of Students attending Law Enforcement Training	-
Number of active Economic Development loans	5
Number of active Regional Development grants	1
Number of Active Homeland Security Grants	1

**ATCOG Services in Titus County
October 1 - December 31, 2023**

Number of 9-1-1 calls received (Mt. Pleasant PD)	4,406
Number of Rural Transportation Ride (Ages 60 and over)	744
Number of Home Delivered Meals Served (Ages 60 and over)	1,084
Number of Congregate Meals Served (Ages 60 and over)	516
Number of Illegal Dumping Camera Systems Provided	-
Number of "No Illegal Dumping" Signs Installed	12
Number of Housing Choice Vouchers (HCV)	175
Amount of Housing Assistance Payments to Landlords	\$ 255,155.00
Number of HCV Family Self-Sufficiency (FSS) Participants	-
Number of HCV FSS Graduates	-
Number of HCV FSS Households Income Increased	-
Number of Rural Transportation Rides	2,208
Number of Active Criminal Justice Grants	3
Number of Students attending Law Enforcement Training	-
Number of active Economic Development loans	4
Number of active Regional Development grants	-
Number of Active Homeland Security Grants	-

BRIEFING PAPER

ITEM 6:

Review and consider approval of an appointment to the Ark-Tex Urban Transit, Inc. (ATUT) Board of Directors.

BACKGROUND:

The Ark-Tex Council of Governments (ATCOG) created Ark-Tex Urban Transit, Inc., a non-profit corporation to employ and manage T-Line employees, in April 2011.

Article 2, Section 1 of the ATUT Bylaws provides that the Board of Directors shall consist of three (3) directors, each of whom shall be appointed by the Ark-Tex Council of Governments. Director positions will be held by the ATCOG Executive Director, Deputy Director, and Transportation Director of the Ark-Tex Council of Governments. Vacancies shall be filled by the Ark-Tex Council of Governments.

DISCUSSION:

The recent personnel position changes at the Ark-Tex Council of Governments require appointing a new ATUT Director/President and Director/Vice-President/Treasurer. The current ATUT Board members are Mary Beth Rudel, Director/Vice-President/Treasurer, and Mark Compton, Director/Secretary. There is a vacancy in the President position due to Chris Brown's resignation. ATCOG requests approval of the following appointments to the ATUT Board of Directors effective this day upon approval:

- Mary Beth Rudel, ATCOG Executive Director, ATUT Director/President
- Leslie McBride, ATCOG Deputy Director, ATUT Director/Vice-President/Treasurer
- Mark Compton, ATCOG Transportation Director, ATUT Director/Secretary

RECOMMENDATION:

Staff recommends approval.

RESOLUTION AEC24-06

RESOLUTION OF THE ARK-TEX COUNCIL OF GOVERNMENTS (ATCOG) APPROVING AN APPOINTMENT TO THE ARK-TEX URBAN TRANSIT, INC. (ATUT) BOARD OF DIRECTORS.

WHEREAS, the Ark-Tex Council of Governments is a Regional Planning Commission established pursuant to the authority granted by Chapter 391 of the Local Government Code (formerly Article 1011m, Revised Civil Statutes of Texas) and Arkansas Interlocal Cooperation Act 430; and

WHEREAS, the Ark-Tex Council of Governments created Ark-Tex Urban Transit, Inc., a non-profit corporation to employ and manage T-Line employees, in April 2011; and

WHEREAS, Article 2, Section 1, of the ATUT Bylaws provides that the ATUT Board of Directors shall consist of three (3) directors, each of whom shall be appointed by the Ark-Tex Council of Governments, to be held by the Executive Director, Deputy Director, and Transportation Director; and

WHEREAS, Chris Brown, Executive Director, resigned from Ark-Tex Council of Governments, thereby creating a vacancy on the ATUT Board of Directors; and

WHEREAS, Mary Beth Rudel, Executive Director for Ark-Tex Council of Governments, requires approval of appointment to fill the vacancy of President, thereby creating a vacancy in the Vice-President/Treasurer position; and

WHEREAS, the Deputy Director, Leslie McBride, requires approval of appointment to fill the vacancy of Director and Vice-President/Treasurer; and

WHEREAS, the following ATUT Board of Directors shall be appointed to serve effective this day upon approval.

Mary Beth Rudel, ATCOG Executive Director, ATUT Director/President
Leslie McBride, ATCOG Deputy Director, ATUT Director/Vice-President/Treasurer
Mark Compton, ATCOG Transportation Director, ATUT Director/Secretary

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

Section 1 - That the ATCOG Executive Committee approves the appointments of the ATUT Board of Directors effective this day upon approval.

Section 2 - That each officer of the ATUT Board of Directors shall serve a term of six (6) years, with approval by the ATCOG Board of Directors required for reappointment.

Section 3 - That the ATUT Board of Directors has authority to act on behalf of the ATCOG Board in all matters pertaining to management of the T-Line operations.

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 25TH DAY OF JANUARY, 2024.

**Bobby Howell, President
Board of Directors
Ark-Tex Council of Governments**

ATTEST:

BRIEFING PAPER

ITEM 7:

Review and consider approval of the submission of an application to the Texas Health and Human Services (HHSC) for the Aging and Disability Resource Center (ADRC) Services.

BACKGROUND:

ADRCs provide:

1. A person-centered, community-based environment that promotes independence and dignity for individuals;
2. Easy access to information and one-on-one counseling options to assist individuals in exploring a full range of long-term services and supports to meet their needs and situations; and
3. Resources and services that support the needs of family caregivers.

ADRCs raise visibility about the full range of available options by:

1. Providing objective information, advice, counseling, and assistance;
2. Empowering people to make informed decisions about their long-term services and supports; and
3. Helping people access public and private programs.

ADRCs are an important part of the No Wrong Door (NWD) system model. A collaboration between the Administration for Community Living (ACL), the Centers for Medicare and Medicaid Services (CMS), and the Veterans Health Administration, the NWD initiative supports states working to streamline access to long-term services and support for older adults, people with disabilities, and their families.

DISCUSSION:

ATCOG wishes to apply for the ADRC program funds to continue efforts to serve individuals in the Ark-Tex region. The ADRC programs would be complementary to ATCOG's existing programs. Services provided to the community would be streamlined by having both the ADRC and Area Agency on Aging housed under ATCOG. In addition to services offered through the AAA, resources could be provided to individuals through the ADRC by avenues that would avoid duplication of services. The Grant Project Period is from September 1, 2024, through August 31, 2027, and the total application amount is \$420,450.00.

RECOMMENDATION:

Staff recommends approval.

RESOLUTION NO. AEC24-07

RESOLUTION OF THE ARK-TEX COUNCIL OF GOVERNMENTS (ATCOG) APPROVING THE SUBMISSION OF AN APPLICATION TO THE TEXAS HEALTH AND HUMAN SERVICES (HHSC) FOR THE AGING AND DISABILITY RESOURCE CENTER (ADRC) SERVICES.

WHEREAS, the Aging and Disability Resource Center (ADRC) serves as a key point of access to specialized information, referrals, and assistance and is a one-stop resource for people who need help finding long-term care services. ADRCs serve people of all ages, incomes, and disabilities by providing one-on-one counseling on the full range of long-term services and supports in Texas; and

WHEREAS, the application will be submitted to the Texas Health and Human Services (HHSC); and

WHEREAS, the ATCOG will coordinate with existing programs and agencies to provide comprehensive resources to eligible individuals in the Ark-Tex region.

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

Section 1 - That the ATCOG Executive Committee approves the submission of the application for the Aging and Disability Resource Center program.

Section 2 - That the Executive Director, Mary Beth Rudel, has full authority to act on behalf of the ATCOG Board in all matters pertaining to any and all actions necessary to represent the applicant and act as a contract administrator for the Aging and Disability Resource Center Grant Project.

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 25TH DAY OF JANUARY, 2024.

**Bobby Howell, President
Board of Directors
Ark-Tex Council of Governments**

ATTEST:

BRIEFING PAPER

ITEM 8:

Review and consider approval of the revisions to the Area Agency on Aging (AAA) Regional Advisory Council By-laws.

BACKGROUND:

The Area Agency on Aging is seeking approval by the Ark-Tex Council of Governments' (ATCOG) Executive Committee to approve revisions made to the by-laws by the Aging Regional Advisory Council. The proposed change was presented to the Council by the AAA Director.

DISCUSSION:

The proposed change to the Area Agency on Aging (AAA) Regional Advisory Council By-laws is as follows:

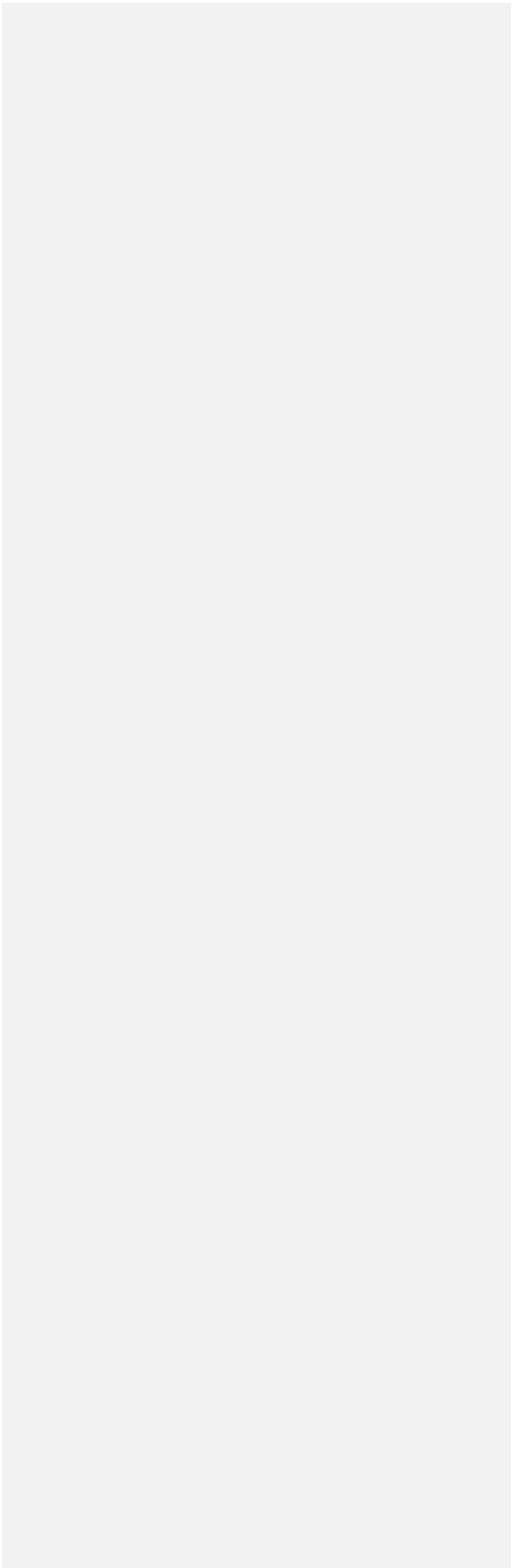
ARTICLE IV – MEMBERSHIP; Section 2 - Representatives shall be appointed for a term of five (5) years or until a replacement is found. Regional Advisory Council members are appointed to the Council by the ATCOG Board of Directors, *a Regional Advisory Council member*, the County Judge, or Title III Service Providers, subject to approval by the ATCOG Board of Directors.

The Advisory Council met on December 7, 2023, and the proposed addition to add that a current RAC member could nominate a representative was presented for discussion and approval. A motion was made by Bill Collins and seconded by Judge Lynda Cox. The motion passed.

RECOMMENDATION:

Staff recommends approval.

APPENDIX C
REGIONAL ADVISORY COUNCIL
BY-LAWS



BY-LAWS
OF THE
ARK-TEX COUNCIL OF GOVERNMENTS
AREA AGENCY ON AGING
REGIONAL ADVISORY COUNCIL

ARTICLE I - NAME OF ORGANIZATION

The name of this organization shall be the Ark-Tex Council of Governments (ATCOG) Area Agency on Aging (AAA) Regional Advisory Council. ATCOG has been designated by the Texas Health and Human Services Commission as the AAA for planning and services in Region V. Region V includes the nine (9) counties of Bowie, Cass, Delta, Franklin, Hopkins, Lamar, Morris, Red River and Titus.

ARTICLE II - AUTHORITY

The creation of the ATCOG AAA Regional Advisory Council was authorized by ATCOG on November 7, 1974, under Section 903.66 of Public Law 93-29, as amended, as a necessary component to enable ATCOG to initiate and conduct area wide aging planning under the above cited act and according to the State Plan for Aging Programs for the State of Texas.

ARTICLE III - PURPOSE

The purpose of the ATCOG-AAA Regional Advisory Council, shall be to fulfill the mandate of the Older Americans Act of 1965, as amended, Section 903.66 (13), to advise the ATCOG-AAA on all matters relating to the development and administration of the area plan on aging and operations conducted thereunder.

ARTICLE IV - MEMBERSHIP

Section 1 - The Council shall consist of the following:

- A. One (1) representative from each of the nine (9) counties in the Ark-Tex region;
- B. Two (2) elected officials;
- C. One (1) representative from the general public;
- D. One (1) representative from the private sector;
- E. One (1) representative from a health care organization;
- F. One (1) representative from the Title III Service Providers;
- G. One (1) representative from the Veterans Administration;
- H. Two (2) representatives from social service agencies;
- I. One (1) representative from a hospital;

J. Any Texas Silver-Haired Legislature member representing the Ark-Tex region.

Section 2 - Representatives shall be appointed for a term of five (5) years or until a replacement is found. Regional Advisory Council members are appointed to the Council by the ATCOG Board of Directors, a Regional Advisory Council member, the County Judge, or Title III Service Providers, subject to approval by the ATCOG Board of Directors.

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Section 3 - Representatives are expected to attend all meetings. Members who cannot attend the meeting are expected to send a replacement with a written proxy. Two (2) consecutive unexcused absences from meetings without a written proxy shall be cause for removal from the Regional Advisory Council. Unexcused absences shall be defined as those absences which do not carry proxies or in which no notification has been given to the Area Agency on Aging in advance of the absence.

Section 4 - Representatives shall act as liaisons between the Area Agency on Aging staff, the general public, health care organizations, private sector, elected officials, service providers, and older adults in disseminating information and planning for the elderly within the ATCOG region.

Section 5 - Service Providers (those entities holding bonafide contracts with the AAA) may appoint one voting representative to the Regional Advisory Council with the approval of the ATCOG Board of Directors.

Section 6 - The Regional Advisory Council shall consist of more than fifty percent (50%) persons age sixty (60) and older.

ARTICLE V - MEETINGS

Section 1 - The ATCOG Regional Advisory Council shall meet quarterly and at such times as the Chairperson deems necessary. If a meeting is cancelled, the meeting will be rescheduled as soon as possible.

Section 2 - The quarterly ATCOG Regional Advisory Council will meet the first Thursday in Mt. Pleasant, Texas, unless otherwise specified. Notices thereof shall be mailed and emailed by the AAA to each member, the county judges' office for posting in the courthouse, and to the area news media no fewer than five (5) days prior to a regular meeting.

Section 3 - Notice of any special meeting, in matters of urgent business, shall be distributed at least seventy-two (72) hours prior to any special meeting.

Section 4 - All meetings of the Council or of special committees shall be open to the public, and public notice of such meeting shall be given.

Section 5 - A quorum at any Council meeting will be a minimum of at least five (5) voting members in attendance. An act of the majority of the Council members, in

a meeting at which a quorum is present will be the act of the Council, unless otherwise specified in the By-Laws.

Section 6 - The Manager of the Area Agency on Aging of the ATCOG and/or a designated ATCOG staff person shall serve as an ex-officio member of all committees; and said person, shall attend each Council and committee meeting.

Section 7 – The Texas Silver-Haired Legislators representing the Ark-Tex region will serve as ex-officio members of the Council.

Section 8 - A voting member of the Council is one that is appointed/elected to represent a county, an elected official, a general public representative, the private sector representative, a health care organization representative, a Title III Service provider representative, or a representative of the Veterans Administration. A voting member or the chairperson may carry a written proxy vote for an absent representative.

ARTICLE VI - OFFICERS

Section 1 - The officers of the Council shall be a Chairperson and a Vice-Chairperson, both of whom shall be elected from the voting membership for the Council. Officers shall serve terms for two (2) years, with election to occur prior to the start of the fiscal year meeting of each year for office to begin at the commencement of each fiscal year.

Section 2 - The Chairperson shall preside at all meetings of the Council. The Chairperson shall be an ex-officio member of all committees. The Chairperson shall represent the Council in presentations to the ATCOG Board of Directors, unless such responsibility is delegated by the Chairperson.

Section 3 - The Vice-Chairperson shall perform all duties of the Chairperson in the case of the absence or disability of the former, and such other duties as may arise, from time to time, when required or requested by the Council.

Section 4 - In case the Chairperson and the Vice-Chairperson are both absent or unable to perform their duties, the Council shall appoint a Chairperson pro-tempore.

Section 5 - The staff of the Area Agency on Aging, under the direction of the Manager of the Area Agency on Aging, shall assist the officers of the Council in any fashion desired. Specifically, the Manager of the Area Agency on Aging will appoint a member of the staff to take and maintain the minutes of the Council meetings, arrange for the mailing of minutes, agendas, and any other information which is deemed pertinent.

ARTICLE VII- COMMITTEES

Section 1 - Special committees may be appointed by the Chairperson with approval of the Council. Special committees shall serve for special purposes to

comply with special needs under Article III.

Section 2 - Terms of membership on special committees shall be established to achieve the purpose for which the committee was created.

Section 3 - Standing committees will be appointed by the Chairperson with approval of the Council. Membership on standing committees shall be for one year. Consecutive terms are permitted.

Section 4 - The method for calling committee meetings shall be the same as that for Council meetings. Special/standing committees may be convened at the discretion of the committee membership to discharge their responsibility. Public notice shall be required, when applicable.

Section 5 - The special/standing committee chairperson shall be selected by the chairperson of the Advisory Council.

ARTICLE VIII - AMENDMENTS

Amendment by the Regional Advisory Council. These By-Laws may be amended by a vote of the Regional Advisory Council approving the amendment at any meeting, provided that the proposed amendment has been submitted in writing to each member of the Council at least five (5) days in advance of each meeting and ratified by a majority vote of fifty-one percent (51%) of the Regional Advisory Council members present and/or voting by proxy at any meeting.

ARTICLE IX - AMENDMENT TO BY-LAWS

Section 1 - Regional Advisory Council members who are Title III subcontractors shall not vote on agenda items that would be considered conflict of interest. Advisory Council members who have a conflict of interest on any agenda item of a meeting recorded in the minutes of the meeting stand as an official record of the abstention. A conflict of interest would be indicated when an individual is:

- A. employed by, cohabitates with, or the spouse of an employee or council member, or participates in the management of a business entity, agency or other organization regulated by or receiving funds from Title III program;
- B. uses or receives a substantial amount of tangible goods, services, or funds from program authorized by the Older Americans Act of 1965, as amended.

RESOLUTION NO. AEC24-08

RESOLUTION OF THE ARK-TEX COUNCIL OF GOVERNMENTS APPROVING REVISIONS TO THE AREA AGENCY ON AGING REGIONAL ADVISORY COUNCIL BY-LAWS.

WHEREAS, the Area Agency on Aging Regional Advisory Council (RAC) is an advisory council for the Area Agency on Aging (AAA); and

WHEREAS, the advisory council advises the AAA on all matters relating to the development and administration of the AAA Area Plan and operations conducted thereunder; and

WHEREAS, upon approval, the AAA RAC by-laws would include that a current Regional Advisory Council member can nominate a representative for the RAC.

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

Section 1 - That the ATCOG Executive Committee approves the revisions to the Area Agency on Aging Regional Advisory Council by-laws.

Section 2 - That the Executive Director, Mary Beth Rudel, has full authority to act on behalf of the ATCOG Board in all matters pertaining to the AAA RAC by-laws.

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 25TH DAY OF JANUARY, 2024.

**Bobby Howell, President
Board of Directors
Ark-Tex Council of Governments**

ATTEST:

BRIEFING PAPER

ITEM 9:

Review and consider approval of the revised Area Agency on Aging (AAA) Policy and Procedures Manual.

BACKGROUND:

The Area Agency on Aging is seeking approval from the Ark-Tex Council of Governments' (ATCOG) Board for revisions made to the AAA Policy and Procedures. The Office of the State Long-Term Care Ombudsman performed an onsite monitoring visit in December. A few minor revisions concerning the Ombudsman services section in the AAA Policy and Procedures Manual were requested before the onsite visit.

DISCUSSION:

The Advisory Council met on December 7, 2023, and the policy and procedures were presented for discussion and approval. The following changes were made as follows:

- Administrative Responsibilities (Chapter 2; pages 10 and 11):
Targeting Service Delivery - added the phrase "*and Ombudsman services*" to the policy section, clarifying the ombudsman can assist individuals under the age of 60 in a long-term care facility. Removed the sentence "*Benefits Counselors and Local Managing Ombudsman utilize the same principles when dealing with their clients*" as it relates to assessment processes from the procedures.
- Fiscal Responsibilities (Chapter 3; page 31)
Ombudsman Minimum Funding Requirement – clarifies the procedures section that federal funds are used to expend the minimum funding requirement plus additional funding earmarked for the Ombudsman program. This revision included deleting a footnote that did not clarify or provide any additional information in the section.
- Attachment C; (Page 77)
Conflict of Interest Form – changed wording regarding the Ombudsman in the association options.

RECOMMENDATION:

Staff recommends approval.

RESOLUTION NO. AEC24-09

RESOLUTION OF THE ARK-TEX COUNCIL OF GOVERNMENTS (ATCOG) APPROVING REVISIONS TO THE AREA AGENCY ON AGING (AAA) POLICY AND PROCEDURES MANUAL.

WHEREAS, the manual was developed to ensure the policy and procedures align with the Older Americans Act (OAA) and Texas Administrative Code (TAC); and

WHEREAS, the need to revise the manual was attributed to the monitoring of the Long-Term Care Ombudsman program; and

WHEREAS, upon approval, any such changes to the manual will supersede all previous policies and will become a part of this manual.

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

Section 1 - That the ATCOG Executive Committee approves the attached revisions to the Area Agency on Aging Policy and Procedures Manual.

Section 2 - That the Executive Director, Mary Beth Rudel, has full authority to act on behalf of the ATCOG Board in all matters pertaining to the Area Agency on Aging Policy and Procedures Manual.

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 25TH DAY OF JANUARY, 2024.

**Bobby Howell, President
Board of Directors
Ark-Tex Council of Governments**

ATTEST:

BRIEFING PAPER

ITEM 10:

Review and consider approval of ATCOG's Housing Department 2024 Fair Market Rent (FMR) Payment Standards (PS) for the Housing Choice Voucher Program.

BACKGROUND:

The Housing of Urban Development (HUD) determines the Fair Market Rents each year. Fair Market Rents are used to determine payment standard amounts for the Housing Choice Voucher (HCV) program in the calculation of the housing assistance payment (HAP), which the Public Housing Agency (PHA) pays to the owner on behalf of the family leasing the unit. Payment Standards are defined as the maximum monthly assistance payment for a family assisted in the voucher program.

DISCUSSION:

ATCOG Housing serves the following fourteen counties: Bowie, Cass, Delta, Franklin, Hopkins, Lamar, Morris, Red River, Rusk, Smith, Titus, Upshur, Van Zandt, and Wood counties. ATCOG Housing Department established payment standard amounts for each Fair Market Rent area within the service area, and each unit size in each county. For each unit size, a payment standard is established by HUD within the "basic range" of 90 percent to 110 percent of the published Fair Market Rent. The Desegregated Housing Opportunities (DHO) rates are predetermined.

Upon the recommendation of HUD, ATCOG's Housing Department is requesting the Board's approval of ATCOG's Housing Department 2024 Payment Standards to be included in our Section Eight Management Assessment Program (SEMAP) document

RECOMMENDATION:

Staff recommends approval.

2023-2024 FMR PAYMENT STANDARDS

Effective November 1, 2023						
BOWIE	0-BR	1BR	2BR	3BR	4BR	
FMR	779	784	982	1221	1601	
PS	856	862	1080	1341	1761	
CAMP	0-BR	1BR	2BR	3BR	4BR	
FMR	694	698	905	1275	1376	
PS	763	768	996	1403	1514	
CASS	0-BR	1BR	2BR	3BR	4BR	
FMR	684	689	905	1199	1345	
PS	752	758	996	1319	1480	
DELTA	0-BR	1BR	2BR	3BR	4BR	
FMR	705	759	905	1221	1238	
PS	920	926	1217	1471	1808	
FRANKLIN	0-BR	1BR	2BR	3BR	4BR	
FMR	836	842	1106	1337	1644	
PS	920	926	1217	1471	1808	
HOPKINS	0-BR	1BR	2BR	3BR	4BR	
FMR	718	869	1059	1469	1475	
PS	790	956	1165	1616	1622	
LAMAR	0-BR	1BR	2BR	3BR	4BR	
FMR	629	745	928	1254	1570	
PS	692	820	1021	1379	1727	
MORRIS	0-BR	1BR	2BR	3BR	4BR	
FMR	684	689	905	1249	1443	
PS	752	758	996	1374	1587	
RED RIVER	0-BR	1BR	2BR	3BR	4BR	
FMR	705	806	905	1094	1345	
PS	776	887	996	1203	1480	
TITUS	0-BR	1BR	2BR	3BR	4BR	
FMR	717	722	926	1229	1233	
PS	789	794	1019	1352	1356	
UPSURE	0-BR	1BR	2BR	3BR	4BR	
FMR	889	930	1102	1537	1665	
PS	978	1023	1212	1691	1832	
WOOD	0-BR	1BR	2BR	3BR	4BR	
FMR	740	831	1092	1320	1623	
PS	814	914	1201	1452	1785	

2023 DHO FMR Payment Standards

Effective November 1, 2023

BOWIE 142%	0-BR		1BR		2BR		3BR	4BR
FMR	779		784		982		1221	1601
PS	1106		1113		1394		1733	2273
CASS 135%	0-BR		1BR		2BR		3BR	4BR
FMR	684		689		905		1199	1345
PS	923		930		1221		1618	1815
DELTA 138%	0-BR		1BR		2BR		3BR	4BR
FMR	705		759		905		1221	1238
PS	972		1047		1248		1684	1708
FRANKLIN 137%	0-BR		1BR		2BR		3BR	4BR
FMR	836		842		1106		1337	1644
PS	1145		1153		1515		1831	2252
HOPKINS 123%	0-BR		1BR		2BR		3BR	4BR
FMR	718		869		1059		1469	1475
PS	883		1068		1302		1806	1814
LAMAR 137%	0-BR		1BR		2BR		3BR	4BR
FMR	629		745		928		1254	1570
PS	861		1020		1271		1717	2105
MORRIS 110%	0-BR		1BR		2BR		3BR	4BR
FMR	684		689		905		1249	1443
PS	752		757		995		1373	1587
RED RIVER 132%	0-BR		1BR		2BR		3BR	4BR
FMR	705		806		905		1094	1345
PS	930		1063		1194		1444	1775
RUSK 135%	0-BR		1BR		2BR		3BR	4BR
FMR	764		769		1011		1286	1421
PS	1031		1038		1364		1736	1918
SMITH 145%	0-BR		1BR		2BR		3BR	4BR
FMR	966		1009		1235		1621	1912
PS	1400		1463		1790		2350	2772
TITUS 142%	0-BR		1BR		2BR		3BR	4BR
FMR	717		722		926		1229	1233
PS	1018		1025		1314		1745	1750
UPSURE 155%	0-BR		1BR		2BR		3BR	4BR
FMR	889		930		1102		1537	1665
PS	1377		1441		1708		2382	2580
VAN ZANDT 132%	0-BR		1BR		2BR		3BR	4BR
FMR	711		798		1049		1478	1547
PS	938		1053		1384		1950	2042
WOOD 135%	0-BR		1BR		2BR		3BR	4BR
FMR	740		831		1092		1320	1623
PS	999		1121		1474		1782	2191

RESOLUTION NO. AEC24-10

RESOLUTION OF THE ARK-TEX COUNCIL OF GOVERNMENTS APPROVING ARK-TEX COUNCIL OF GOVERNMENTS (ATCOG) HOUSING DEPARTMENT 2024 FAIR MARKET RATES (FMR) PAYMENT STANDARDS FOR ATCOG SECTION EIGHT MANAGEMENT ASSESSMENT PROGRAM (SEMAP).

WHEREAS, the Fair Market Rent rate is established by the Department of Housing and Urban Development (HUD); and

WHEREAS, the Fair Market Rent standard is used by the Housing of Urban Development to determine the payment standard amount for the Housing Choice Voucher (HCV program in the calculation of the housing assistant payment; and

WHEREAS, the Fair Market Rent determined the Payment Standards for the 14 counties served by ATCOG Housing; and

WHEREAS, the Housing Department will use the Fair Market Rent Payment Standards in 2024 until the Housing of Urban Development establishes new rates.

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

- Section 1 - That the ATCOG Executive Committee approves the 2024 Fair Market Rent Payment Standards for all counties in the Housing Choice Voucher Program. Payment Standards for all counties
- Section 2 - That the Executive Director, Mary Beth Rudel, has full authority to act on behalf of the ATCOG Board in all matters pertaining to the Fair Market Rent in establishing the Payment Standards
- 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 25th DAY OF JANUARY, 2024.

**Bobby Howell, President
Board of Directors
Ark-Tex Council of Governments**

ATTEST:

BRIEFING PAPER

ITEM 11:

Review and consider approval of the submission of a grant application to the Office of the Governor, Criminal Justice Division, for the Purchase of Juvenile Justice Services Project for FY2025.

BACKGROUND:

The Purchase of Juvenile Justice Services Project provides necessary funds to allow county juvenile probation departments in the ATCOG nine-county region to purchase quality services for juveniles that have been referred to them. Services previously purchased and provided include psychological and psychiatric evaluations, as well as professional therapy and mental health counseling services, anger management, juvenile sex offender counseling/treatment, and possibly substance abuse counseling/treatment if applicable/eligible, and funds are available.

DISCUSSION:

Upon approval, ATCOG will be applying for a total of \$55,000 for this project.

Proposed Contractual Services will include an approximate total of \$32,000 for Juvenile Justice Services.

RECOMMENDATION:

Staff recommends approval.

RESOLUTION AEC24-11

RESOLUTION OF THE ARK-TEX COUNCIL OF GOVERNMENTS APPROVING THE SUBMISSION OF A GRANT APPLICATION TO THE OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION, FOR THE PURCHASE OF JUVENILE JUSTICE SERVICES PROJECT BOWIE, CASS, DELTA, FRANKLIN, HOPKINS, LAMAR, MORRIS, RED RIVER, AND TITUS COUNTIES IN TEXAS.

WHEREAS, the rules and regulations of the Texas Criminal Justice Division require that this application be reviewed and approved by the Ark-Tex Council of Governments Board of Directors; and

WHEREAS, the Ark-Tex Council of Governments finds it in the best interest of the citizens of the Region that the Purchase of Juvenile Justice Services Project be operated for FY 2025.

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

Section 1 - That the ATCOG Executive Committee recognizes the Executive Director as the Authorized Official and has been given the power to apply for, accept, reject, alter, or terminate a grant with the Office of the Governor, Criminal Justice Division; for a grant to provide the Purchase of Juvenile Justice Services for Bowie, Cass, Delta, Franklin, Hopkins, Lamar, Morris, Red River, and Titus Counties in Texas.

Section 2- That this grant project has been reviewed by the Executive Committee, and is listed as a priority in the Regional Strategic Plan, and is approved for submission to the Office of the Governor, Criminal Justice Division.

Section 3 - That the above-mentioned juvenile services are desirable and urgently needed in the region, and the Board of Directors agrees that, in the event of loss or misuse of funds, that funds will be returned to the Office of the Governor, Criminal Justice Division.

Section 4 - That the ATCOG Executive Director, Mary Beth Rudel, has full authority to act on behalf of the ATCOG Board in all matters pertaining to the grant submission.

Section 5 - 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 25TH DAY OF JANUARY, 2024.

**Bobby Howell, President
Board of Directors
Ark-Tex Council of Governments**

ATTEST:

BRIEFING PAPER

ITEM 12:

Review and consider approval of the ATCOG Rural Transit District (RTD) Title VI Program Plan Facility Analysis for the new Paris Metro/TRAX location in Paris, Texas.

BACKGROUND:

ATCOG's Rural Transportation Department's Title VI Program Plan is reviewed and updated every three years to capture updates and demographic changes. Title VI is a federal law that protects individuals or groups, regardless of citizenship, from discrimination based on race, color, and national origin. Other related regulations prohibit discrimination based on sex, age, and disability.

The TRAX office in Paris is responsible for the rural service in Lamar County and Paris Metro, which operates two fixed-route buses and one ADA paratransit bus. The Facility Analysis project began in December 2020 and continued through July 2022. TRAX requested consultant assistance from KFH Group, Inc., an experienced firm of transportation professionals, in determining the feasibility of procuring an existing facility (preferred) or building a facility for its Paris administrative/Operations staff, with parking for transit vehicles, staff, and visitors as well as a transfer center for Paris Metro and other TRAX services that connect in Paris. It was determined that Paris Metro/TRAX would be housed together and near the downtown area.

DISCUSSION:

The office space obtained in 2016 was obtained in partnership with the Paris Regional Medical Center. TRAX occupied the office space for free in exchange for free advertising on buses and bus stop shelters with an in-kind match of \$10,000.00 a year. ATCOG appreciated the arrangement but had an opportunity to obtain its own property to meet the needs of the transportation program. ATCOG began looking to secure an adequately located, sized, safe, and secure facility for Paris Metro/TRAX for the long term. Upon completion of the analysis, it was determined the best location that meets all needs of staff, buses, and the citizens of Paris, Texas, is at 1610 Clarksville Street, in central Paris.

TxDOT requires the submission of a Title VI Facility Analysis, which outlines the process ATCOG completed to secure the facility, including the evaluation of properties. The analysis is attached for review and approval.

RECOMMENDATION:

Staff recommends approval.

RESOLUTION NO. AEC24-12

RESOLUTION OF THE ARK-TEX COUNCIL OF GOVERNMENTS (ATCOG) BOARD OF DIRECTORS APPROVING THE ATCOG RURAL TRANSIT DISTRICT (RTD) TITLE VI PROGRAM PLAN FACILITY ANALYSIS FOR THE PARIS METRO/TRAX LOCATION IN PARIS, TEXAS AS REQUIRED BY THE FEDERAL TRANSIT ADMINISTRATION (FTA).

WHEREAS, ATCOG is a Regional Planning Commission established pursuant to the authority granted by Article 1011m, Revised Civil Statutes of Texas, and Arkansas Interlocal Cooperation Act 430; and

WHEREAS, ATCOG is governed by a Board of Directors with the responsibility to oversee the operation and management of a rural transportation system and to oversee the provision of rural transportation services within the ATCOG RTD; and

WHEREAS, the FTA has required that the ATCOG RTD Title VI Program Plan Facility Analysis include revisions that meet all updated requirements issued by the FTA.

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

- Section 1 - That the ATCOG Executive Committee approves the RTD Title VI Program Plan Facility Analysis as required by the Federal Transit Administration.
- Section 2 - That the Executive Director, Mary Beth Rudel, has full authority to act on behalf of the ATCOG Board in all matters pertaining to ATCOG RTD Title VI Plan Facility Analysis as updated to include required program revisions.
- Section 3 - That the meeting at which this Resolution is passed is open to the public and that public notice of the time, place, and purpose of said meeting was given as required by law.
- 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 adoption.

REVIEWED AND APPROVED THIS 25TH DAY OF JANUARY 2024.

**Bobby Howell, President
Board of Directors
Ark-Tex Council of Governments**

ATTEST:
