



3800 STONE ROAD
KILGORE, TEXAS 75662
903/218-6400 · FAX 903/983-1440

SERVING A FOURTEEN COUNTY REGION

Date: March 27, 2020
To: ETCOG Executive Committee
From: David A. Cleveland, Executive Director
Subject: Executive Committee Meeting

The next regularly scheduled meeting of the ETCOG Executive Committee is set for Thursday, April 2, 2020. As you know, typically we would meet in person at our offices at 3800 Stone Road in Kilgore. **However, due to COVID-19 considerations, and the desire to honor the Governor's Executive Order and local mandatory shelter-in-place requirements, we are planning to meet by Conference Call.** As usual, the meeting will begin at 12:00 pm.

We do have some limited ability to accommodate a small number of Executive Committee members that live close by our offices in Kilgore. However, out of respect for our Governor's and our County Judges directives, I respectfully request as many as possible please participate in the meeting by conference call or on your computer. Thank you in advance for your cooperation.

Glenda Fort will contact you Monday, March 30th to verify your ability to attend the Executive Committee meeting. To participate by teleconference call, please:

Dial: 1-702-902-7700, ID 9447028848#

To participate by computer, click on this link: <https://meetings.ringcentral.com/j/9447028848>

Thank you for all you do and please contact me if you have any questions.

DAC/gf

Enclosures

**East Texas Council of Governments
Executive Committee Meeting
April 2, 2020
3800 Stone Road
Kilgore, TX**

Conference Call- 1-720-902-7700, 9447028848#

AGENDA

- 1. Call to Order.....Chairman, Commissioner Paula Gentry**
- 2. Invocation and Pledge of Allegiance**
- 3. Introductions..... David Cleveland, Executive Director**
- 4. Roll Call..... Glenda Fort, Executive Assistant**
- 5. Public Comments**
- 6. Executive Director’s ReportDavid Cleveland**
 - Agenda Overview**
 - ETCOG Staffing Changes**
 - Public Comments Guidelines**
 - Federal Funding to Address Economic Disruptions Caused by COVID-19**

7. Action Items

The Consent Agenda is considered self-explanatory and will be enacted with one motion. There will not be separate discussion of these items. However, any Consent Agenda item may be removed for individual consideration pursuant to a request by an Executive Committee member.

A. Consent Agenda

- Consider approval of Executive Committee minutes of March 5, 2020 (Enclosure #1)**

Resolution:

- Resolution 2020-04: A resolution authorizing full participation in the Texas Department of Housing and Community Affairs HOME Single Family Reservation System (Enclosure #2)**

B. Consider approval to authorize the Executive Director to purchase new vehicle: David Cleveland (Enclosure #3)

C. Consider approval of consulting contract with TDC2 for Regional Broadband Solutions Project: David Cleveland, Executive Director (Enclosure #4)

- D. Consider approval of delegation of emergency authority to Executive Director and Executive Committee Officers: David Cleveland, Executive Director (Enclosure #5)**
- E. Consider approval of Interlocal agreement with Panhandle Regional Planning Commission: David Cleveland, Executive Director (Enclosure #6)**
- F. Consider amendment of Executive Committee Meeting Schedule: David Cleveland, Executive Director (Enclosure #7)**
- G. Consider approval of Telephone System Upgrade: Mike Kadar, Director of Information Systems (Enclosure #8)**
- H. Consider approval of the Area Agency on Aging FY 2021-2022 Area Plan: Bettye Mitchell, Director of Aging & Housing (Enclosure #9)**
- I. Consider approval of Loan Service Provider: Chuck Vanderbilt, ETRDC Regional Lending Manager (Enclosure #10)**
- J. Consider approval of our FY21 Homeland Security Grant Priority Recommendations: Stephanie Heffner, Director of Public Safety (Enclosure #11)**
- K. Consider approval of 13 Resolutions for the Statewide Emergency Radio Infrastructure Grant: Stephanie Heffner, Director of Public Safety (Enclosure #12)**
- L. Consider approval of Final Payment to OnSolve (CodeRed): Stephanie Heffner, Director of Public Safety (Enclosure #13)**
- M. Consider approval of Electrical Costs for Installation of UPSs in our PSAPs: Stephanie Heffner, Director of Public Safety (Enclosure #14)**
- N. Consider renewal of Youth Stand Alone Project Contract with East Texas Literacy Council: Doug Shryock, Director of Workforce and Economic Development (Enclosure #15)**

8. Executive Committee Discussion

9. Adjourn

**Minutes of
East Texas Council of Governments
Executive Committee Meeting
March 5, 2020**

1. Call to Order.....Chairman, Commissioner Paula Gentry

Chairman Gentry called the meeting to order at 12:00 noon.

2. Invocation and Pledge of Allegiance

Chairman Gentry called upon Mr. David Cleveland for the invocation and Councilman Tardiff to lead the pledges.

3. Introductions..... David Cleveland, Executive Director

There were no guest present, but Mr. Cleveland welcomed everyone in attendance.

4. Roll Call..... Glenda Fort, Executive Assistant

Chairman Gentry called upon Ms. Fort to call the roll. Ms. Fort called the roll with the following persons present.

Executive Committee Members

- Commissioner Paula Gentry, Upshur County, Chairman
- Councilwoman Merlyn Holmes, City of Kilgore, 1st Vice Chairman
- Judge LeeAnn Jones, Panola County, 2nd Vice Chairman
- Councilman Bob Tardiff, City of Lindale, 3rd Vice Chairman
- Commissioner William Hatfield, Harrison County, Secretary-Treasurer
- Commissioner Joe Humphrey, Rains County, Member
- Commissioner Bill Hale, Rusk County, Member
- Councilman Ben Middlebrooks, City of Rusk, Member
- Judge A. J. Mason, Camp County, Member
- Mayor Kevin White, City of Mineola, Member
- Commissioner Tim West, Van Zandt County, Member
- Commissioner JoAnn Hampton, Smith County, Member
- Judge Robert Johnston, Anderson County, Member

Staff & Guests

- David Cleveland, Executive Director
- Glenda Fort, Executive Assistant
- Brandy Brannon, Assistant Executive Director
- Wendi Horst, Director of Operations
- Stephanie Heffner, Director of Public Safety
- Lindsay Vanderbilt, Director of Communications
- Bettye Mitchell, Director of Aging & Housing
- Doug Shryock, Director of Workforce & Economic Development
- Michael Kader, Director of Information Systems
- Baylea Evans, Associate Transportation Director
- Julie Burnfield, Manager of Community Services

Mrs. Fort reported the following members absent: Judge Bill Stoudt and Alderman Victor Perot were absent. A quorum was established.

5. Public Comments

Mr. Cleveland directed everyone to the ETCOG Happenings in their folders. Judge Robert Johnston was recently elected by the Texas Association of Regional Councils as Vice President of the TARC Board of Directors. As you know Judge Johnston has served as the ETCOG Representative to TARC and in 2 years, he will serve in the role as President of the TARC Board of Directors. We are very proud of Judge Johnson.

6. Executive Director’s ReportDavid Cleveland

- **Agenda Overview-** Mr. Cleveland stated today’s agenda is brief and all items stand on their own. I would like to highlight Item C. We were made aware of a situation where 2 long time employees were excluded from Medicare and we have developed a solution to address the issue.
- **Home Disaster Program Update-** Mr. Cleveland indicated he wanted to bring the Committee up to date on the HOME Program. HOME is a valuable program, but how it is administered in Texas by reservation system makes it complicated and very costly to run. Program administrators are not able to access any of the funds until an actual home is qualified and approved to build. The setup sounds straightforward and reasonable; however, the reality is it has been a major drain on our local funds for the past 18 months. The process to getting to a qualified applicant is extremely difficult. We have one applicant from Van Zandt County remaining we are determined to assist. We received notification after the agenda was posted that there is a Resolution which needs to be completed due to a change in match before this applicant can be served. If you will allow the Chairman to sign this resolution, we will bring it back next month for retroactive approval. I did not see any other way to address this issue. After a qualified contractor is obtained, my intent is to reevaluate the program and our approach, partnering with another COG in Oklahoma. They have a relationship with HUD where they are able to administrative the program through a direct entitlement.
- **ETCOG 50th Anniversary Celebration Update-** By letter, we asked the Governor to be our keynote speaker sometime in the summer. The Governor’s Office advises us they have the letter in hand, and they are awaiting a recommendation from another internal entity. The Governor’s schedule is planned 60 days out, so they expect to get back to us with a decision by the first week of April. If the Governor cannot accept the engagement, I was planning to ask either former Governor Rick Perry or perhaps Representative Gohmert to be our speaker. The Committee suggested Senator John Cornyn as the alternative speaker.
- **Public Meeting “Public Comments” Legal Requirements-** When we attended the most recent TARC Meeting, one of things we were advised about was the legislature’s changes to open meeting requirements. You are now required to include “Public Comments” on meeting agendas. Several members offered information as to how they are handling this change. Mr. Cleveland indicated he would have some revised rules at a future meeting to be considered.
- **CDBG Unified Scoring Committee Designated Representative for ETCOG Region-** Texas Department of Agriculture has moved away from the regional review process and they have adopted the CDBG Unified Scoring Committee. Each of the 24 COGs must designate a

representative to serve from their region and the designee must be selected by April 1. I called Ms. Susan Barnard at the EDA to request April 2 to select the designee since April 2 is our Executive Committee Meeting. It has to be an elected official or an appointed official from a non-entitlement city (entitlement city receives direct allocations funds from CDBG). If you agree with this approach, I would like to use the Nomination Committee (time for the Chairman to appoint) members to designate among themselves. Agreed.

7. Action Items

The Consent Agenda is considered self-explanatory and will be enacted with one motion. There will not be separate discussion of these items. However, any Consent Agenda item may be removed for individual consideration pursuant to a request by an Executive Committee member.

A. Consent Agenda

- **Consider approval of Executive Committee minutes of January 30, 2020**
- **Quarterly Financial and Investment Report for the Period Ending December 31, 2019**
- **Consider approval of Workforce File Server Upgrade**

Chairman Gentry requested a review of the consent agenda. Judge Johnston moved to approve. Judge Mason seconded and the motion passed unanimously. Commissioner Hale noted that Mike Kader and the IT team had saved \$26,000 by the action taken with this upgrade.

B. Consider approval to establish East Texas Regional Training Center: David Cleveland, Executive Director

Chairman Gentry called upon Mr. David Cleveland to present. Mr. Cleveland stated this is related to last month's action of this committee. You endorsed the Building Sub-Committee recommendations to move forward with the Bi-Regional Training Project. Last month also, we provided an example of required training at a tremendous saving. I am asking you to authorize ETCOG to become a Regional Training Center so our elected officials and others can obtain at least some of their required and elective training locally and save the cost of travel. In the memo, I have provided a list of training we could possibly provide to you locally, such as:

- County Clerk & City Secretary Training
- District Clerk Training
- Auditor & Treasurer Training
- Commissioners Training
- Tax Assessor Training
- Election Law Training
- Supplemental Training as required

Discussion ensued. Will this training be sanctioned by the Commissioners/ Judges Associations? Will Institutions of Higher Learning faculty be used? Mr. Cleveland responded that all of these questions will be addressed through the planning process. We are requesting your blessing to allow ETCOG to move forward with Regional Training Center Planning. We would start small and when needed, rent a facility in Kilgore, Longview or Tyler until our new facility is built. The goal is for any offered training to pay for itself.

Mayor White moved to approve establishment of Regional Training Center. Judge Johnston seconded and the motion passed unanimously.

C. Consider approval to conduct Medicare Referendum: Brandy Brannon, Assistant Executive Director

Chairman Gentry called upon Ms. Brandy Brannon to present. Ms. Brannon brought forth historical context for newer members. Prior to January 1, 2014, ETCOG did not participate in Social Security retirement. Employees contributed to a 401a and 457b retirement account in lieu of Social Security. At the request of employees, July 2013, the Executive Committee authorized ETCOG to hold an individual referendum to choose to return to Social Security or remain out. Any new employee hired after this election date would be required to participate in Social Security.

At the time of the referendum, we had 3 employees who had been hired prior to April 1, 1986. Those employees were exempt from mandatory Medicare tax. During the referendum, 1 of the 3 returned to Social Security and began paying Medicare taxes. The other 2 employees believed they were exempt from paying Medicare taxes and would still be covered by Medicare. Recently, we learned due to a marital change, one of those employees would no longer be covered by Medicare and the same could occur to the other employee with a marital change.

In response, we turned to the Texas State Social Security Administrator, James Sawyer, to understand how we might help the employees. We were advised we could hold a Medicare Referendum for those affected employees hired prior to April 1, 1986 offering an option to return to Medicare and could make it retro-active up to 5 years. Both the affected employees desire to return to Medicare.

We evaluated both employees' situation; including age, number of quarters paid into Social Security and anticipated continuation of work. Based on the evaluation and the impact to different scenarios we have determined an effective date of January 1, 2019 would help remedy the situation. We are requesting your approval to hold a Medicare only referendum for the affected employees back to 1/1/2019.

Discussion ensued. Ms. Brannon stated without providing too much information in a public setting, the employees were working on a set of truths at the time that now has changed.

Judge Jones moved to approve issuing a Medicare only referendum for the 2 employees. Commissioner Hampton seconded and the motion passed.

D. Consider approval to issue Request for Qualifications for Architectural Services: Brandy Brannon, Assistant Executive Director

Commissioner Gentry called again upon Ms. Brandy Brannon to present. Ms. Brannon stated the Executive Committee approved last month plans to construct a steel building on this property. Upon meeting with City of Kilgore building officials, we learned we are required by local ordinance to hire an architectural/engineering firm to review pre-manufactured engineered steel building plans. We are also required to have the external and internal structural set-up to be reviewed. In addition to the plans for the steel building, we have other building expansions down the road that will require these types of services.

In an effort to meet the building codes of City of Kilgore, we are requesting the Executive Committee approve issuing a Request for Qualifications (RFQ) for professional architectural design and engineering services for any design consultation, new construction, building renovations or any other site improvements pending the outcome of each of our pending projects.

Commissioner Hale moved to authorize a RFQ to be issued. Judge Johnston seconded; the motion passed.

**E. Consider approval of Nominee for Henderson County Executive Committee Service:
A. J. Mason, Nominating Committee Chairman**

Chairman Gentry called upon Judge A. J. Mason to present. Judge Mason indicated the Nomination Committee met this morning to consider nominations received from Henderson County to fill the unexpired term of Commissioner Ken Geeslin. The Committee consisted of Commissioner Hampton, Commissioner Humphrey, Councilman Tardiff and himself. There was only one name received in the countywide nomination, Commissioner Chuck McHam. The Committee unanimously approved the name submitted and we are requesting the Executive Committee to appoint this nominee to Executive Committee service.

Councilman Tardiff moved to approve Commissioner Chuck McHam as the new Executive Committee member representing Henderson County. Judge Johnston seconded and the motion passed.

F. Consider endorsement of the East Texas Economic Development District Boards' Regional Broadband Project Grant Local Match Plan: David Cleveland, Executive Director

Chairman Gentry called upon David Cleveland to present. Mr. Cleveland indicated we are moving closer to a launch of the regional broadband project. We were able to obtain EDA grant funds of \$375,000 for the project with a required match of \$161,000 over the three-year period of the grant. ETCOG developed a plan of 2 options for the Economic Development District who represents our 14 counties area to consider. The EDD Board elected to allow each Economic Development Corporation in each county to select the option that worked best for them.

The 2 options are:

- \$1750.00 to be paid by each county for 2 years
- \$1166.00 to be paid by each county for 3 years

Should any jurisdiction fail to pay their assessment, the amount would be added as a special assessment to the county in the annual dues billing beginning February 2021. This plan will be submitted to the County Judges at their April 2020 meeting. We are requesting the Executive Committee to endorse the local plan set forth by the Economic Development District Board.

Discussion ensued.

Judge Jones moved to approve the request. Judge Mason seconded and the motion passed. Commissioner Hampton opposed.

G. Consider approval of revised Rave Emergency Reverse Notification System Contract: Stephanie Heffner, Director of Public Safety

Chairman Gentry called upon Ms. Stephanie Heffner to present. Ms. Heffner indicated we finally implemented Rave as our Reverse Emergency Management Notification System to succeed CodeRed. As soon as the system was implemented, we realized every entity on the system was able to access everyone else's information on the system. This is something you do not want. To remedy this situation, it is necessary to have a domain for each County on the system. This was

an option during the contract negotiation; however, it was not fully explained to the HSAC regarding how it worked.

Therefore, to address this additional need, it is necessary to incur an additional one-time charge of \$14,085.72. The original contract was \$84,500. The additional amount would bring the total contract cost to \$98,585.72. The extra fees for Rave will be covered by remaining Homeland Security Planning funds from 2018. We are requesting approval of the additional funds for the stated purpose.

It was moved by Judge Johnston and seconded by Judge Jones to approve the additional funding as requested. The motion passed unanimously.

8. Executive Committee Discussion

There was no Executive Committee discussion.

9. Adjourn

There being no further business, the meeting adjourned at 1:55 p.m.

EAST TEXAS COUNCIL OF GOVERNMENTS

RESOLUTION #2020-04

A Resolution authorizing full participation in the Texas Department of Housing and Community Affairs HOME Single Family Reservation System

WHEREAS, the East Texas Council of Governments serves as a Regional Planning Commission authorized under Section 391 of Local Government Code;

WHEREAS, under Section 391.012 of the Local Government Code the State of Texas is authorized to make planning grants to metropolitan and rural regional planning agencies, and;

WHEREAS, Section 391.012 of the Local Government Code authorizes and encourages Regional Planning Commissions to aid to its local jurisdictions.

WHEREAS, the East Texas Council of Governments desires to develop a program designed to assist in the coordinated recovery and development of the 14 Counties within its region, and

NOW, THEREFORE, BE IT RESOLVED BY THE EXECUTIVE COMMITTEE OF the East Texas Council of Governments that:

- The East Texas Council of Governments administrative staff is authorized to prepare and submit an application for the Texas Department of Housing and Community Affairs (TDHCA) HOME Single Family Reservation System.
- Such application for HOME Single Family Reservation System grant is filed with the Texas Department of Housing and Community Affairs.
- The Home Single Family Reservation System grant requires maximum of 15% matching funds to receive the grant. ETCOG is committed to provided 100% of all applicable matching funds via in kind donations.
- The East Texas Council of Governments understands that cash reserves may be needed during the grant cycle to start work on a project before a reimbursement can be processed. ETCOG has \$40,000 for use during the term of the HOME Single Family Reservation System and understands that these are not matching funds but funds in reserve should they need to be expended for a short period of time.
- The Executive Director, David A. Cleveland, be duly authorized to represent the East Texas Council of Governments and to execute a Reservation System Participation Agreement as well as any other documents pertaining to the application and administration of the program with TDHCA;

ATTEST:



Commissioner Paula Gentry

ETCOG Executive Committee Chairman

PASSED & APPROVED this 5th day of March 2020.





3800 STONE ROAD
KILGORE, TEXAS 75662
903/218-6400 · FAX 903/983-1440

SERVING A FOURTEEN COUNTY REGION

Date: March 27, 2020
To: ETCOG Executive Committee
From: David A. Cleveland, Executive Director
Subject: Automobile Purchase Request

One of the components of my compensation package as ETCOG Executive Director, includes the provision of an agency owned vehicle assigned to me for business and personal use. Most recently, in 2011, the ETCOG Executive Committee authorized me to negotiate the best possible deal on a vehicle and to purchase it for my use. My efforts resulted in the purchase of the vehicle I am currently using daily; a 2011 Ford F-150 Lariat. Said vehicle has been well-maintained for over nine years. As of this writing, the truck now has nearly 250,000 miles on it and is showing definite signs of nearing end of life.

I request authority to locate a replacement vehicle, negotiate the best deal possible, and purchase it. Please advise if you have any questions.



3800 STONE ROAD
 KILGORE, TEXAS 75662
 903/218-6400 · FAX 903/983-1440

SERVING A FOURTEEN COUNTY REGION

Date: March 27, 2020
 To: ETCOG Executive Committee
 From: David A. Cleveland, Executive Director
 Subject: Regional Broadband Project Vendor Contract Approval Request

As you know, ETCOG has been working diligently to address the need for adequate and affordable broadband service in our region for many years. In 2019, ETCOG was awarded Federal Economic Development Administration (EDA) funding in the total of \$375,000 to develop a regional strategic plan with actual projects and related budgets that address at least some of the barriers that currently remain unaddressed. These federal funds must be matched with local funding in the amount of \$161,000 and the project must be completed within three (3) years.

In order to complete this project, professional broadband expertise and services will be needed. Therefore, ETCOG staff issued a procurement and TDC2 out of Wiley, Texas was selected. The Scope of Services TDC2 will deliver under this vendor contract is attached to the memorandum for your convenience. As part of their commitment to this project, TDC2 is bringing in an additional subcontractor, called Design Nine, to assist with this project as well.

Total estimated cost of this vendor contract is as follows:

Professional Services	\$340,000
Travel Meals and Lodging	\$45,000
Project Contingency	\$17,000
Grand Total:	<u>\$402,000.</u>

I request Executive Committee authorization to execute this contract with TDC2 for the total cost set forth above. Please advise if you have any questions.

Attachment (1)

TDC2, LLC
Professional Service Agreement
For
East Texas COG Regional Broadband Strategic Plan

Attachment A

East Texas COG Regional Broadband Strategic Plan
Scope of Work

1. Engage with all participating localities and organizations, including **in person** meetings, phone and conference calls, and group meetings.
2. Develop GIS-based maps of existing infrastructure (e.g. towers, fiber routes, meet points, etc.) and key institutional, local government, and K12 schools. Provide ET-COG with all GIS data at the end of the project.
3. Provide market assessment and broadband demand aggregation including the study of telecom service provider coverage areas, types of services available, broadband use patterns and trends for both residential and business customers, and gaps in service coverage. Report shall include tables which show detailed availability, speeds, and service fees by ZIP code for each county.
4. Provide recommendations as to the best technologies to achieve improved broadband **service** in each county, using geography, demographics, terrain, and proximity to key institutions and economic development areas.
5. Identify and provide a technical design for three to five broadband projects per county that clearly support the primary objective and vision for connectivity in East Texas Provide cost estimates for each technology solution (e.g. fiber, wireless, etc.). Each project should clearly describe service plan speeds, estimated end user costs, and comparison to existing services. Provide an estimated project timeline for each project. **The identified projects shall focus on addressing business needs and barriers to the broadband service they need at an affordable cost. Those projects that simultaneously help business and residential broadband may be considered. Home based Business Broadband projects and needs may be considered. Those projects that solely address residential needs are not within the scope of this project.**
6. Recommend a regional strategy that can affordably link communities together throughout the East Texas region.
7. Provide a thorough overview of ownership options (i.e. public vs private), including public/private partnerships, and the advantages and disadvantages of each one, including a summary of delivery/maintenance/operations for each option. Assist ETCOG with the identification of qualified Internet Service Provider partners.
8. Identify operational roles and responsibilities, provide information on typical operational costs of network ownership, and include information on operational expenses and potential revenue from fees derived from broadband infrastructure investments.
9. Provide information on the availability and relevance of potential funding sources. Recommend a funding strategy and assist ETCOG in seeking appropriate funding for each project.
10. Identify local, state, and federal permitting requirements including environmental impact and special use permits that may be needed for any of the recommended projects.



3800 STONE ROAD
KILGORE, TEXAS 75662
903/218-6400 · FAX 903/983-1440

SERVING A FOURTEEN COUNTY REGION

Date: March 27, 2020
To: ETCOG Executive Committee
From: David A. Cleveland, Executive Director
Subject: Emergency Delegation of Authority

With the recent and rapid unexpected onset of the COVID-19 National Emergency, it has become clear regional public organizations like ETCOG may struggle, depending on the nature of the emergency, to maintain continuity of operations. Specifically, the ability to achieve meeting quorums necessary to conduct urgent business to meet funding agency requirements or urgent citizen needs during such emergency situations could prove to be difficult or impossible. Because ETCOG provides essential government services that must be maintained during any emergency, I wanted to proactively establish an approved disposition mechanism that would be activated only in the event circumstances dictate immediate action and/or prevent the ETCOG Governing Board to meet and take appropriate action.

My emergency disposition recommendation is as follows: Should emergency circumstances of any kind prevent the ETCOG Executive Committee and/or Board of Directors from achieving a quorum to hold an emergency meeting to take urgently required action, the ETCOG Executive Committee and Board directs the Executive Director to consult with the Officers of the Board/Executive Committee by any means possible, telephonic or otherwise, to secure concurrence on the requested action(s). Any emergency action(s) taken under this authorization shall subsequently be ratified at the next full board meeting where quorum is achieved.

With your concurrence, I also recommend ETCOG By-laws be amended and approved by the Executive Committee and Board of Directors to include the emergency disposition mechanism set forth above. Please advise if you have any questions.



3800 STONE ROAD
KILGORE, TEXAS 75662
903/218-6400 · FAX 903/983-1440

SERVING A FOURTEEN COUNTY REGION

Date: March 27, 2020
To: ETCOG Executive Committee
From: David A. Cleveland, Executive Director
Subject: Inter-Local Agreement with PRPC for Technical Support

Our Workforce & Economic Development Division has recently experienced unexpected turnover within the Economic Development Section. Doug and his team are working diligently to fill two critical vacancies. Staff who are now tasked with managing and delivering our Economic Development District services do not have the necessary experience to support some existing and ongoing projects for certain ETCOG member jurisdictions. In order to temporarily fill this expertise gap, I contacted the Panhandle Regional Planning Commission (PRPC), in Amarillo, to request technical assistance, support and training for current and new staff that are and will be assuming delivery of economic development support services. PRPC has graciously agreed to do so.

The interlocal agreement will allow PRPC to train and support current and new (yet to be hired) ETCOG staff in:

- All aspects of EDA grant writing and administration
- All aspects of CDBG grant writing and administration
- All aspects of the State of Texas Solid Waste Program support and administration

PRPC will also provide technical support and assistance to ETCOG staff on currently active projects. The agreement term is for one-year with a beginning date of March 23, 2020, with the ability to renew for an additional one-year as needs dictate. In return for these services, PRPC will charge ETCOG the board approved rate of \$65 per hour, with a total maximum annual contract cost not to exceed \$25,000, plus approved travel at the currently approved state travel rate. The maximum stated ceiling can only be modified with the approval of both ETCOG and PRPC.

On behalf of the ETCOG Economic Development Team, I request approval of the interlocal agreement with PRPC in accordance with the term set forth above. Funding is available in the budget to cover this expenditure. Please advise if you have any questions.



3800 STONE ROAD
KILGORE, TEXAS 75662
903/218-6400 · FAX 903/983-1440

SERVING A FOURTEEN COUNTY REGION

Date: March 27, 2020
To: ETCOG Executive Committee
From: David Cleveland, Executive Director
Subject: Request to revise the ETCOG Executive Committee Meeting Date and Time for May 2020

At its December 11, 2019 meeting, the Executive Committee approved its regular meeting schedule for this current calendar year. One event that occurs on a semi-annual basis is the ETCOG Advisory Committee member orientation and appreciation luncheon. This event was scheduled to be held in Tyler on May 14, 2020. Unfortunately, the COVID-19 problem has made it difficult and sometimes impossible for all the Advisory Committees to meet to make recommendations for your consideration concerning whom should be appointed and reappointed to each advisory committee in time for the May 14th meeting. Under the current schedule, the April Executive Committee meeting would have been the final opportunity to present appointment recommendations because it is the last meeting before May 14, when both events are scheduled to occur.

As a solution, I recommend moving the Executive Committee back to its standard date of May 7th at a time which will avoid National Day of Prayer Observances and the Executive Committee meeting conflicts. Advisory Committee appointment and reappointment recommendations will be submitted to the Executive Committee at the May 7, 2020 meeting. Then, the Advisory Committee Orientation and Appreciation luncheon will be held as currently scheduled on May 14, 2020 in Tyler. Executive Committee members will be invited to attend the orientation and luncheon at your option. Thank you for your consideration of this matter and please advise if you have any questions.



3800 STONE ROAD
KILGORE, TEXAS 75662
903/218-6400 · FAX 903/983-1440

SERVING A FOURTEEN COUNTY REGION

Date: March 23, 2020
To: ETCOG Executive Committee
From: Mike Kader, Director of Information Technology
Subject: Approval of Telephone System Upgrade

The phone systems utilized at ETCOG and the East Texas Workforce Centers consists of a Mitel VoIP on-premise system, and a RingCentral cloud-based solution. The Mitel system has reached the end of its useful life and needs replacement. Our strategic plan was to replace the Mitel system later this year and migrate entirely to a cloud-based system, such as RingCentral or one of the other suitable vendor solutions. In addition to cost savings, a cloud-based solution offers many advantages over a traditional telephone solution such as free long-distance, integrated text, messaging and fax, mobile device integration (send and receive calls and texts from a computer, cell phone or tablet), call recording and simplified administration.

With the recent events that forced much of our organization to work from home, we felt we should take every reasonable step to facilitate this challenge. Having the ability to answer work phones remotely would greatly improve customer service and productivity. This can easily be accomplished with a cloud-based phone system and an internet enabled device. We felt that expediting our move to a new phone system would put us in a better position to support our staff working from home. This would allow us to begin implementing the new system with key staff members and transition the remaining staff in the near future.

We received quotes from 3 telephone cloud vendors. RingCentral was the lowest at a monthly service fee of \$5,430. All 3 vendor solutions required an upfront purchase or lease of telephone handsets. RingCentral had the lowest price of \$26,125 for 260 units. RingCentral also offered an additional discount of \$15,480 during the first 4 months of service if we committed to a contract before March 20, 2020.

The new RingCentral solution will lower the telephone costs for ETCOG and the Workforce Centers. Three months after full implementation, ETCOG and the Workforce Centers will begin saving over \$40,000 per year.

Current Annual Telephone Cost	\$121,516
Annual Cost After Upgrade	\$80,856
Annual Savings	\$40,660
One Time Equipment Upgrade Cost	\$26,125
Credit for First 4 Months of Service	\$15,480

After reviewing this recommendation with the Executive Director, David reached out to Chairman Gentry who acknowledged the urgency of this request. In summary, we are requesting retroactive approval to enter into a monthly service agreement with RingCentral for an annual amount of \$64,080. We are also requesting retroactive approval to purchase 260 telephones at a cost of \$26,125. As stated above, the vendor has agreed to give us a service credit of \$15,480. Thank you for your consideration.



Enclosure #9

DATE: April 2, 2020

TO: ETCOG Executive Committee
Mr. David Cleveland, Executive Director

FROM: Bettye Mitchell, Director of Aging Programs

SUBJECT: Approval of the Area Agency on Aging of East Texas FY2021-2022

The Area Agency on Aging is administered by the East Texas Council of Governments (ETCOG) and funded by the US Department of Health and Human Service Administration on Community Living through the Texas Health and Human Services Commission in accordance with the Older Americans Act of 1965 as amended. The Area Agency on Aging (AAA) has been providing innovative progressive programs and services since 1973 throughout our 14-county area to clients and their families.

The Older Americans Act of 1965 as amended, requires each Area Agency on Aging to prepare and develop an area plan for a designated planning and service area as determined by the Texas Department of Health and Human Services' State Unit on Aging. The area plan period covers fiscal years 2021- 2022. The plan's cycle coincides with the state plan of the Texas Department of Health and Human Service strategic plan cycle.

The Area Plan process began in August 2019. In excess of two thousand assessments were distributed to clients, community partners, stakeholders and staff. Twenty Five percent responses were received. The Area Plan is a compilation of assessments and feedback received during the planning process. The plan was developed in collaboration with the Aging Advisory Committee, the AAA staff, town hall meetings, community partners, multiple conference attendees, senior nutrition providers, and service recipients. The process evolved over a seven-month period. The Area Plan will serve as a road map in determining the needs and developing effective service delivery systems for older adults in East Texas. The AAA is committed to provide a comprehensive, coordinated system of services, benefiting our senior population, their families and the community.

The AAA is respectfully seeking the approval of the ETCOG Executive Committee of the FY 2021-2022 Area Agency Plan.



3800 STONE ROAD
KILGORE, TEXAS 75662
903/218-6400 · FAX 903/983-1440

SERVING A FOURTEEN COUNTY REGION

Date: March 27, 2020
To: Executive Committee
From: Chuck Vanderbilt, Regional Lending Manager
Subject: Consider approval of Loan Service Provider

The East Texas Regional Development Company, with the permission of the ETRDC Board of Directors, reached out to several Loan Service Providers capable of handling the servicing of the ETRDC loan portfolio. As the ETRDC currently operates with one employee, the Regional Lending Manager, a Loan Service Provider with a designated loan servicing team can operate as the ETRDC's loan servicing department at a reduced cost compared to hiring one full time Loan Coordinator.

In addition, Loan Service Providers offer loan underwriting services. While the ETRDC currently uses Lewis Financial Service for loan packaging, Mr. Lewis recognizes he will retire from the loan packaging in the near future. By establishing a relationship with a Loan Service Provider now for future loan portfolio servicing, the ETRDC will be in a better position to employ the loan underwriting and packaging services offered through the Loan Service Provider presented.

Staff received two Loan Service Provider proposals and, on March 26th, the ETRDC Board of Directors selected Radar Lender Services as their preference. A full disclosure of the terms will be provided in an additional handout at the April 02, 2020 Executive Committee Meeting.

Thank you for your consideration.



3800 STONE ROAD
 KILGORE, TEXAS 75662
 903/218-6400 · FAX 903/983-1440

SERVING A FOURTEEN COUNTY REGION

Date: March 25, 2020
 To: Executive Committee
 From: Stephanie Heffner, Director of Public Safety
 Subject: HLS Grant Priority Recommendations

The Homeland Security Advisory Committee (HSAC) met on March 24, 2020 to rank and allocate FY2021 projects for the State Homeland Security Program (SHSP) and Law Enforcement Terrorism Prevention Activities (LETPA). A list of projects recommended for funding by the HSAC is provided below, for Executive Committee review and approval.

FY2021 Homeland Security Projects –

<u>Grant #</u>	<u>Agency Name</u>	<u>Project Title</u>	<u>Recommended SHSP</u>	<u>Recommended LETPA</u>	<u>Total Amount</u>
3964601	City of Longview	Regional Hazardous Materials Team Enhancement Project		\$65,913.00	\$65,913.00
3984201	City of Tyler	Explosive Ordnance Disposal Regional Response Team	\$82,000.00		\$82,000.00
3115105	ETCOG	Reverse Notification System for ETCOG Region	\$32,604.03	\$63,010.25	\$95,614.28
2947606	ETCOG	Regional Planning and Staff Related Costs	\$85,000.00		\$85,000.00
3948201	City of Palestine	Mobile Command Communications satellite, generator & Security	\$11,928.00		\$11,928.00
4074801	City of Pittsburg	Interoperable Communications Repeater	\$12,369.00		\$12,369.00
4074001	City of Henderson	Interoperable Communications Repeater	\$11,200.00		\$11,200.00
3964501	City of Gladewater	City of Gladewater - Inter-operable Communications	\$25,200.00		\$25,200.00
4069001	City of Palestine	Interoperable Communications Fire Department	\$37,800.00		\$37,800.00
3947201	City of Athens	Interoperable Communications	\$14,700.00		\$14,700.00
4050801	City of Chandler	Upgrading mobile and portable radios	\$21,000.00		\$21,000.00

HLS Grant Priority Recommendations

3962801	City of Yantis	Interoperable Communications	\$6,300.00		\$6,300.00
3966001	City of Gun Barrel City	Interoperable Communications	\$9,657.20		\$9,657.20
4069701	City of Frankston	Mobile Radios; Hand-held radios and dispatch consoles	\$19,740.00		\$19,740.00
3963101	Anderson County	Infrastructure Equipment	\$9,800.00		\$9,800.00
3949801	City of East Tawakoni	Interoperable Communications	\$5,600.00		\$5,600.00
3973801	Wood County	Interoperability Radio Communications	\$9,000.00		\$9,000.00
3964401	City of Tyler	Interoperable Communications	\$24,000.00		\$24,000.00
3949301	Harrison County	Courthouse Security Baggage Scanner	\$50,000.00		\$50,000.00
3963001	Brownsboro ISD	Interoperable Communications	\$9,000.00		\$9,000.00

Total - \$605,821.48

I respectfully request the Executive Committee approve the above HSAC recommendations. Thank you for your consideration of these worthy projects.



3800 STONE ROAD
KILGORE, TEXAS 75662
903/218-6400 · FAX 903/983-1440

SERVING A FOURTEEN COUNTY REGION

Date: March 25, 2020
To: Executive Committee
From: Stephanie Heffner, Director of Public Safety
Subject: Approval of 13 Resolutions for our Statewide Emergency Radio Infrastructure Grant (SERI)

BACKGROUND

The SERI grant opened for the first time ever, through the Office of the Governor, on 1/10/2020. Highlights of the grant are below:

- The grant closed on 3/12/20.
- This is a 2-year grant.
- The minimum request amount for this grant was \$2,500.00, no maximum.
- Only COGs and State agencies could apply for the jurisdictions.
- NO subscriber equipment could be purchased (mobile/portable radios).
- Computerized Criminal History (CCH) reporting must be at 90% by August 1st.
- All Emergency Operation Plans (EOP) must be up to date.
- Statewide Interoperability Communications (SWIC) approval is required; and
- \$20 million dollars was made available statewide.

ELIGIBLE ACTIVITIES

- Development or enhancement of interoperable emergency radio communications infrastructure.
- Connection of regional and statewide systems with other regional systems.
- Improving or establishing tower sites and/or related communications equipment/shelters; or
- Enhancement or maintenance of existing capabilities (life cycle replacement of equipment other than subscriber equipment).

ETCOG staff reached out to all 14 counties via conference call, and email, to gather interested applicant information. ETCOG submitted 13 applications for individual agencies by the eGrants deadline. Attached for your review you will find a spreadsheet detailing the SERI applications submitted. As an eGrants requirement, ETCOG must obtain an EC resolution for all 13 grant applications.

4111001	Elderville/Lakeport Statewide Radio Infrastructure Repeater Project	\$4,316.11
4101001	Rains County Repeater Infrastructure Project	\$12,795.00
4056501	Anderson Repeater/Infrastructure Project	\$85,352.72
4011801	Mineola Repeater Infrastructure Project	\$256,472.64
4010101	Rusk County Repeater Infrastructure Project	\$14,520.00
4008501	Palestine Repeater Infrastructure Project	\$348,334.50
4007601	Wood County Repeater Infrastructure Project	\$224,118.89
4007301	Harrison County Repeater Infrastructure Project	\$71,967.38
3991801	Henderson County Repeater Infrastructure Project	\$1,077,563.41
3991501	Longview Repeater Infrastructure Project	\$84,225.70
3991101	Gilmer Repeater/Infrastructure Project	\$19,895.00
3989301	Van Zandt County Statewide Radio Infrastructure Dispatch Console Project	\$6,630,000.00
3977401	Gregg County Repeater/Infrastructure Project	\$611,546.22
Total:		\$9,441,107.57

Thank you for your consideration of this important matter. We respectfully request the Executive Committee approve all 13 resolutions for submission to the Governor's Office.

EAST TEXAS COUNCIL OF GOVERNMENTS

RESOLUTION NO. 2020- 05

A RESOLUTION OF THE Executive Committee OF THE East Texas Council of Governments (ETCOG), KILGORE, TEXAS AUTHORIZES THE Executive Director as the Authorized Official TO SUBMIT AN APPLICATION FOR FUNDING THROUGH THE OFFICE OF THE GOVERNORS' (OOG) HOMELAND SECURITY GRANT DIVISION (HSGD) FOR GRANT FUNDING THROUGH THE Statewide Emergency Radio Infrastructure (SERI) , AS MANAGED BY THE OOG.

WHEREAS, the OOG's HSGD currently serves as the State Administrative Agency (SAA) for the State of Texas' SHSP which provides grant funding that can be used to support programs and project aimed at maintaining and/or enhancing the ETCOG region's emergency preparedness, response and radio infrastructure capabilities; and,

WHEREAS, the Executive Committee of ETCOG finds it in the best interest of the citizens of the ETCOG Region to apply for grant funding to implement a project entitled Gilmer Repeater/ Infrastructure Project which would be implemented under the RI21 PY21 SERI; and,

WHEREAS, the ETCOG has filed this Grant/Application number (3991101) under the HSGD's RI21 PY21 Request for Applications; SERI by March 12, 2020 submission deadline; and,

WHEREAS, the ETCOG has established its eligibility to apply for and receive funding through the FY20 SHSP grant program; and,

WHEREAS, the ETCOG agrees to provide applicable matching funds, if it is required, for the said project by the RI21 PY21 SERI grant application; and

WHEREAS, Executive Committee of ETCOG authorizes the ETCOG Executive Director, as the Authorized Official, to apply for, accept, reject alter or terminate the application on behalf of the ETCOG; and,

WHEREAS, in the event of loss or misuse of grant funds, the governing body will return all funds to the State of Texas Office of the Governor.

NOW THEREFORE, BE IT RESOLVED that the Executive Committee of ETCOG approves submission of the grant application for the entitled "Gilmer Repeater/ Infrastructure Project" to the OOG.

PASSED AND APPROVED THIS _____ DAY OF _____ 2020

Commissioner Paula Gentry
ETCOG Executive Committee Chair

ATTEST: _____

EAST TEXAS COUNCIL OF GOVERNMENTS

RESOLUTION NO. 2020-06

A RESOLUTION OF THE Executive Committee OF THE East Texas Council of Governments (ETCOG), KILGORE, TEXAS AUTHORIZES THE Executive Director as the Authorized Official TO SUBMIT AN APPLICATION FOR FUNDING THROUGH THE OFFICE OF THE GOVERNORS' (OOG) HOMELAND SECURITY GRANT DIVISION (HSGD) FOR GRANT FUNDING THROUGH THE Statewide Emergency Radio Infrastructure (SERI) , AS MANAGED BY THE OOG.

WHEREAS, the OOG's HSGD currently serves as the State Administrative Agency (SAA) for the State of Texas' SHSP which provides grant funding that can be used to support programs and project aimed at maintaining and/or enhancing the ETCOG region's emergency preparedness, response and radio infrastructure capabilities; and,

WHEREAS, the Executive Committee of ETCOG finds it in the best interest of the citizens of the ETCOG Region to apply for grant funding to implement a project entitled Rusk County Repeater Infrastructure Project which would be implemented under the RI21 PY21 SERI; and,

WHEREAS, the ETCOG has filed this Grant/Application number (4010101) under the HSGD's RI21 PY21 Request for Applications; SERI by March 12, 2020 submission deadline; and,

WHEREAS, the ETCOG has established its eligibility to apply for and receive funding through the FY20 SHSP grant program; and,

WHEREAS, the ETCOG agrees to provide applicable matching funds, if it is required, for the said project by the RI21 PY21 SERI grant application; and

WHEREAS, Executive Committee of ETCOG authorizes the ETCOG Executive Director, as the Authorized Official, to apply for, accept, reject alter or terminate the application on behalf of the ETCOG; and,

WHEREAS, in the event of loss or misuse of grant funds, the governing body will return all funds to the State of Texas Office of the Governor.

NOW THEREFORE, BE IT RESOLVED that the Executive Committee of ETCOG approves submission of the grant application for the "Rusk County Repeater Infrastructure Project" to the OOG.

PASSED AND APPROVED THIS _____ DAY OF _____ 2020

Commissioner Paula Gentry
ETCOG Executive Committee Chair

ATTEST: _____

EAST TEXAS COUNCIL OF GOVERNMENTS

RESOLUTION NO. 2020-07

A RESOLUTION OF THE Executive Committee OF THE East Texas Council of Governments (ETCOG), KILGORE, TEXAS AUTHORIZES THE Executive Director as the Authorized Official TO SUBMIT AN APPLICATION FOR FUNDING THROUGH THE OFFICE OF THE GOVERNORS' (OOG) HOMELAND SECURITY GRANT DIVISION (HSGD) FOR GRANT FUNDING THROUGH THE Statewide Emergency Radio Infrastructure (SERI) , AS MANAGED BY THE OOG.

WHEREAS, the OOG's HSGD currently serves as the State Administrative Agency (SAA) for the State of Texas' SHSP which provides grant funding that can be used to support programs and project aimed at maintaining and/or enhancing the ETCOG region's emergency preparedness, response and radio infrastructure capabilities; and,

WHEREAS, the Executive Committee of ETCOG finds it in the best interest of the citizens of the ETCOG Region to apply for grant funding to implement a project entitled Longview Repeater Infrastructure Project which would be implemented under the RI21 PY21 SERI; and,

WHEREAS, the ETCOG has filed this Grant/Application number (3991501) under the HSGD's RI21 PY21 Request for Applications; SERI by March 12, 2020 submission deadline; and,

WHEREAS, the ETCOG has established its eligibility to apply for and receive funding through the FY20 SHSP grant program; and,

WHEREAS, the ETCOG agrees to provide applicable matching funds, if it is required, for the said project by the RI21 PY21 SERI grant application; and

WHEREAS, Executive Committee of ETCOG authorizes the ETCOG Executive Director, as the Authorized Official, to apply for, accept, reject alter or terminate the application on behalf of the ETCOG; and,

WHEREAS, in the event of loss or misuse of grant funds, the governing body will return all funds to the State of Texas Office of the Governor.

NOW THEREFORE, BE IT RESOLVED that the Executive Committee of ETCOG approves submission of the grant application for the "Longview Repeater Infrastructure Project" to the OOG.

PASSED AND APPROVED THIS _____ DAY OF _____ 2020

Commissioner Paula Gentry
ETCOG Executive Committee Chair

ATTEST: _____

EAST TEXAS COUNCIL OF GOVERNMENTS

RESOLUTION NO. 2020-08

A RESOLUTION OF THE Executive Committee OF THE East Texas Council of Governments (ETCOG), KILGORE, TEXAS AUTHORIZES THE Executive Director as the Authorized Official TO SUBMIT AN APPLICATION FOR FUNDING THROUGH THE OFFICE OF THE GOVERNORS' (OOG) HOMELAND SECURITY GRANT DIVISION (HSGD) FOR GRANT FUNDING THROUGH THE Statewide Emergency Radio Infrastructure (SERI) , AS MANAGED BY THE OOG.

WHEREAS, the OOG's HSGD currently serves as the State Administrative Agency (SAA) for the State of Texas' SHSP which provides grant funding that can be used to support programs and project aimed at maintaining and/or enhancing the ETCOG region's emergency preparedness, response and radio infrastructure capabilities; and,

WHEREAS, the Executive Committee of ETCOG finds it in the best interest of the citizens of the ETCOG Region to apply for grant funding to implement a project entitled Wood County Repeater Infrastructure Project which would be implemented under the RI21 PY21 SERI; and,

WHEREAS, the ETCOG has filed this Grant/Application number (4007601) under the HSGD's RI21 PY21 Request for Applications; SERI by March 12, 2020 submission deadline; and,

WHEREAS, the ETCOG has established its eligibility to apply for and receive funding through the FY20 SHSP grant program; and,

WHEREAS, the ETCOG agrees to provide applicable matching funds, if it is required, for the said project by the RI21 PY21 SERI grant application; and

WHEREAS, Executive Committee of ETCOG authorizes the ETCOG Executive Director, as the Authorized Official, to apply for, accept, reject alter or terminate the application on behalf of the ETCOG; and,

WHEREAS, in the event of loss or misuse of grant funds, the governing body will return all funds to the State of Texas Office of the Governor.

NOW THEREFORE, BE IT RESOLVED that the Executive Committee of ETCOG approves submission of the grant application for the "Wood County Repeater Infrastructure Project" to the OOG.

PASSED AND APPROVED THIS _____ DAY OF _____ 2020

Commissioner Paula Gentry
ETCOG Executive Committee Chair

ATTEST: _____

EAST TEXAS COUNCIL OF GOVERNMENTS

RESOLUTION NO. 2020-09

A RESOLUTION OF THE Executive Committee OF THE East Texas Council of Governments (ETCOG), KILGORE, TEXAS AUTHORIZES THE Executive Director as the Authorized Official TO SUBMIT AN APPLICATION FOR FUNDING THROUGH THE OFFICE OF THE GOVERNORS' (OOG) HOMELAND SECURITY GRANT DIVISION (HSGD) FOR GRANT FUNDING THROUGH THE Statewide Emergency Radio Infrastructure (SERI) , AS MANAGED BY THE OOG.

WHEREAS, the OOG's HSGD currently serves as the State Administrative Agency (SAA) for the State of Texas' SHSP which provides grant funding that can be used to support programs and project aimed at maintaining and/or enhancing the ETCOG region's emergency preparedness, response and radio infrastructure capabilities; and,

WHEREAS, the Executive Committee of ETCOG finds it in the best interest of the citizens of the ETCOG Region to apply for grant funding to implement a project entitled Gregg County Repeater/ Infrastructure Project which would be implemented under the RI21 PY21 SERI; and,

WHEREAS, the ETCOG has filed this Grant/Application number (3977401) under the HSGD's RI21 PY21 Request for Applications; SERI by March 12, 2020 submission deadline; and,

WHEREAS, the ETCOG has established its eligibility to apply for and receive funding through the FY20 SHSP grant program; and,

WHEREAS, the ETCOG agrees to provide applicable matching funds, if it is required, for the said project by the RI21 PY21 SERI grant application; and

WHEREAS, Executive Committee of ETCOG authorizes the ETCOG Executive Director, as the Authorized Official, to apply for, accept, reject alter or terminate the application on behalf of the ETCOG; and,

WHEREAS, in the event of loss or misuse of grant funds, the governing body will return all funds to the State of Texas Office of the Governor.

NOW THEREFORE, BE IT RESOLVED that the Executive Committee of ETCOG approves submission of the grant application for the "Gregg County Repeater/ Infrastructure Project" to the OOG.

PASSED AND APPROVED THIS _____ DAY OF _____ 2020

Commissioner Paula Gentry
ETCOG Executive Committee Chair

ATTEST: _____

EAST TEXAS COUNCIL OF GOVERNMENTS

RESOLUTION NO. 2020-10

A RESOLUTION OF THE Executive Committee OF THE East Texas Council of Governments (ETCOG), KILGORE, TEXAS AUTHORIZES THE Executive Director as the Authorized Official TO SUBMIT AN APPLICATION FOR FUNDING THROUGH THE OFFICE OF THE GOVERNORS' (OOG) HOMELAND SECURITY GRANT DIVISION (HSGD) FOR GRANT FUNDING THROUGH THE Statewide Emergency Radio Infrastructure (SERI) , AS MANAGED BY THE OOG.

WHEREAS, the OOG's HSGD currently serves as the State Administrative Agency (SAA) for the State of Texas' SHSP which provides grant funding that can be used to support programs and project aimed at maintaining and/or enhancing the ETCOG region's emergency preparedness, response and radio infrastructure capabilities; and,

WHEREAS, the Executive Committee of ETCOG finds it in the best interest of the citizens of the ETCOG Region to apply for grant funding to implement a project entitled Mineola Repeater Infrastructure Project which would be implemented under the RI21 PY21 SERI; and,

WHEREAS, the ETCOG has filed this Grant/Application number (4011801) under the HSGD's RI21 PY21 Request for Applications; SERI by March 12, 2020 submission deadline; and,

WHEREAS, the ETCOG has established its eligibility to apply for and receive funding through the FY20 SHSP grant program; and,

WHEREAS, the ETCOG agrees to provide applicable matching funds, if it is required, for the said project by the RI21 PY21 SERI grant application; and

WHEREAS, Executive Committee of ETCOG authorizes the ETCOG Executive Director, as the Authorized Official, to apply for, accept, reject alter or terminate the application on behalf of the ETCOG; and,

WHEREAS, in the event of loss or misuse of grant funds, the governing body will return all funds to the State of Texas Office of the Governor.

NOW THEREFORE, BE IT RESOLVED that the Executive Committee of ETCOG approves submission of the grant application for the "Mineola Repeater Infrastructure Project" to the OOG.

PASSED AND APPROVED THIS _____ DAY OF _____ 2020

ATTEST: _____

Commissioner Paula Gentry
ETCOG Executive Committee Chair

EAST TEXAS COUNCIL OF GOVERNMENTS

RESOLUTION NO. 2020-11

A RESOLUTION OF THE Executive Committee OF THE East Texas Council of Governments (ETCOG), KILGORE, TEXAS AUTHORIZES THE Executive Director as the Authorized Official TO SUBMIT AN APPLICATION FOR FUNDING THROUGH THE OFFICE OF THE GOVERNORS' (OOG) HOMELAND SECURITY GRANT DIVISION (HSGD) FOR GRANT FUNDING THROUGH THE Statewide Emergency Radio Infrastructure (SERI) , AS MANAGED BY THE OOG.

WHEREAS, the OOG's HSGD currently serves as the State Administrative Agency (SAA) for the State of Texas' SHSP which provides grant funding that can be used to support programs and project aimed at maintaining and/or enhancing the ETCOG region's emergency preparedness, response and radio infrastructure capabilities; and,

WHEREAS, the Executive Committee of ETCOG finds it in the best interest of the citizens of the ETCOG Region to apply for grant funding to implement a project entitled Van Zandt County Statewide Radio Infrastructure Dispatch Console Project which would be implemented under the RI21 PY21 SERI; and,

WHEREAS, the ETCOG has filed this Grant/Application number (3989301) under the HSGD's RI21 PY21 Request for Applications; SERI by March 12, 2020 submission deadline; and,

WHEREAS, the ETCOG has established its eligibility to apply for and receive funding through the FY20 SHSP grant program; and,

WHEREAS, the ETCOG agrees to provide applicable matching funds, if it is required, for the said project by the RI21 PY21 SERI grant application; and

WHEREAS, Executive Committee of ETCOG authorizes the ETCOG Executive Director, as the Authorized Official, to apply for, accept, reject alter or terminate the application on behalf of the ETCOG; and,

WHEREAS, in the event of loss or misuse of grant funds, the governing body will return all funds to the State of Texas Office of the Governor.

NOW THEREFORE, BE IT RESOLVED that the Executive Committee of ETCOG approves submission of the grant application for the "Van Zandt County Statewide Radio Infrastructure Dispatch Console Project" to the OOG.

PASSED AND APPROVED THIS _____ DAY OF _____ 2020

Commissioner Paula Gentry
ETCOG Executive Committee Chair

ATTEST: _____

EAST TEXAS COUNCIL OF GOVERNMENTS

RESOLUTION NO. 2020-12

A RESOLUTION OF THE Executive Committee OF THE East Texas Council of Governments (ETCOG), KILGORE, TEXAS AUTHORIZES THE Executive Director as the Authorized Official TO SUBMIT AN APPLICATION FOR FUNDING THROUGH THE OFFICE OF THE GOVERNORS' (OOG) HOMELAND SECURITY GRANT DIVISION (HSGD) FOR GRANT FUNDING THROUGH THE Statewide Emergency Radio Infrastructure (SERI) , AS MANAGED BY THE OOG.

WHEREAS, the OOG's HSGD currently serves as the State Administrative Agency (SAA) for the State of Texas' SHSP which provides grant funding that can be used to support programs and project aimed at maintaining and/or enhancing the ETCOG region's emergency preparedness, response and radio infrastructure capabilities; and,

WHEREAS, the Executive Committee of ETCOG finds it in the best interest of the citizens of the ETCOG Region to apply for grant funding to implement a project entitled Anderson Repeater/Infrastructure Project which would be implemented under the RI21 PY21 SERI; and,

WHEREAS, the ETCOG has filed this Grant/Application number (4056501) under the HSGD's RI21 PY21 Request for Applications; SERI by March 12, 2020 submission deadline; and,

WHEREAS, the ETCOG has established its eligibility to apply for and receive funding through the FY20 SHSP grant program; and,

WHEREAS, the ETCOG agrees to provide applicable matching funds, if it is required, for the said project by the RI21 PY21 SERI grant application; and

WHEREAS, Executive Committee of ETCOG authorizes the ETCOG Executive Director, as the Authorized Official, to apply for, accept, reject alter or terminate the application on behalf of the ETCOG; and,

WHEREAS, in the event of loss or misuse of grant funds, the governing body will return all funds to the State of Texas Office of the Governor.

NOW THEREFORE, BE IT RESOLVED that the Executive Committee of ETCOG approves submission of the grant application for the "Anderson Repeater/Infrastructure Project" to the OOG.

PASSED AND APPROVED THIS _____ DAY OF _____ 2020

ATTEST: _____

Commissioner Paula Gentry
ETCOG Executive Committee Chair

EAST TEXAS COUNCIL OF GOVERNMENTS

RESOLUTION NO. 2020-13

A RESOLUTION OF THE Executive Committee OF THE East Texas Council of Governments (ETCOG), KILGORE, TEXAS AUTHORIZES THE Executive Director as the Authorized Official TO SUBMIT AN APPLICATION FOR FUNDING THROUGH THE OFFICE OF THE GOVERNORS' (OOG) HOMELAND SECURITY GRANT DIVISION (HSGD) FOR GRANT FUNDING THROUGH THE Statewide Emergency Radio Infrastructure (SERI) , AS MANAGED BY THE OOG.

WHEREAS, the OOG's HSGD currently serves as the State Administrative Agency (SAA) for the State of Texas' SHSP which provides grant funding that can be used to support programs and project aimed at maintaining and/or enhancing the ETCOG region's emergency preparedness, response and radio infrastructure capabilities; and,

WHEREAS, the Executive Committee of ETCOG finds it in the best interest of the citizens of the ETCOG Region to apply for grant funding to implement a project entitled Harrison County Repeater Infrastructure Project which would be implemented under the RI21 PY21 SERI; and,

WHEREAS, the ETCOG has filed this Grant/Application number (4007301) under the HSGD's RI21 PY21 Request for Applications; SERI by March 12, 2020 submission deadline; and,

WHEREAS, the ETCOG has established its eligibility to apply for and receive funding through the FY20 SHSP grant program; and,

WHEREAS, the ETCOG agrees to provide applicable matching funds, if it is required, for the said project by the RI21 PY21 SERI grant application; and

WHEREAS, Executive Committee of ETCOG authorizes the ETCOG Executive Director, as the Authorized Official, to apply for, accept, reject alter or terminate the application on behalf of the ETCOG; and,

WHEREAS, in the event of loss or misuse of grant funds, the governing body will return all funds to the State of Texas Office of the Governor.

NOW THEREFORE, BE IT RESOLVED that the Executive Committee of ETCOG approves submission of the grant application for the "Harrison County Repeater Infrastructure Project" to the OOG.

PASSED AND APPROVED THIS _____ DAY OF _____ 2020

Commissioner Paula Gentry
ETCOG Executive Committee Chair

ATTEST: _____

EAST TEXAS COUNCIL OF GOVERNMENTS

RESOLUTION NO. 2020-14

A RESOLUTION OF THE Executive Committee OF THE East Texas Council of Governments (ETCOG), KILGORE, TEXAS AUTHORIZES THE Executive Director as the Authorized Official TO SUBMIT AN APPLICATION FOR FUNDING THROUGH THE OFFICE OF THE GOVERNORS' (OOG) HOMELAND SECURITY GRANT DIVISION (HSGD) FOR GRANT FUNDING THROUGH THE Statewide Emergency Radio Infrastructure (SERI) , AS MANAGED BY THE OOG.

WHEREAS, the OOG's HSGD currently serves as the State Administrative Agency (SAA) for the State of Texas' SHSP which provides grant funding that can be used to support programs and project aimed at maintaining and/or enhancing the ETCOG region's emergency preparedness, response and radio infrastructure capabilities; and,

WHEREAS, the Executive Committee of ETCOG finds it in the best interest of the citizens of the ETCOG Region to apply for grant funding to implement a project entitled Palestine Repeater Infrastructure Project which would be implemented under the RI21 PY21 SERI; and,

WHEREAS, the ETCOG has filed this Grant/Application number (4008501) under the HSGD's RI21 PY21 Request for Applications; SERI by March 12, 2020 submission deadline; and,

WHEREAS, the ETCOG has established its eligibility to apply for and receive funding through the FY20 SHSP grant program; and,

WHEREAS, the ETCOG agrees to provide applicable matching funds, if it is required, for the said project by the RI21 PY21 SERI grant application; and

WHEREAS, Executive Committee of ETCOG authorizes the ETCOG Executive Director, as the Authorized Official, to apply for, accept, reject alter or terminate the application on behalf of the ETCOG; and,

WHEREAS, in the event of loss or misuse of grant funds, the governing body will return all funds to the State of Texas Office of the Governor.

NOW THEREFORE, BE IT RESOLVED that the Executive Committee of ETCOG approves submission of the grant application for the "Palestine Repeater Infrastructure Project" to the OOG.

PASSED AND APPROVED THIS _____ DAY OF _____ 2020

Commissioner Paula Gentry
ETCOG Executive Committee Chair

ATTEST: _____

EAST TEXAS COUNCIL OF GOVERNMENTS

RESOLUTION NO. 2020-15

A RESOLUTION OF THE Executive Committee OF THE East Texas Council of Governments (ETCOG), KILGORE, TEXAS AUTHORIZES THE Executive Director as the Authorized Official TO SUBMIT AN APPLICATION FOR FUNDING THROUGH THE OFFICE OF THE GOVERNORS' (OOG) HOMELAND SECURITY GRANT DIVISION (HSGD) FOR GRANT FUNDING THROUGH THE Statewide Emergency Radio Infrastructure (SERI) , AS MANAGED BY THE OOG.

WHEREAS, the OOG's HSGD currently serves as the State Administrative Agency (SAA) for the State of Texas' SHSP which provides grant funding that can be used to support programs and project aimed at maintaining and/or enhancing the ETCOG region's emergency preparedness, response and radio infrastructure capabilities; and,

WHEREAS, the Executive Committee of ETCOG finds it in the best interest of the citizens of the ETCOG Region to apply for grant funding to implement a project entitled Elderville/Lakeport Statewide Radio Infrastructure Repeater Project which would be implemented under the RI21 PY21 SERI; and,

WHEREAS, the ETCOG has filed this Grant/Application number (4111001) under the HSGD's RI21 PY21 Request for Applications; SERI by March 12, 2020 submission deadline; and,

WHEREAS, the ETCOG has established its eligibility to apply for and receive funding through the FY20 SHSP grant program; and,

WHEREAS, the ETCOG agrees to provide applicable matching funds, if it is required, for the said project by the RI21 PY21 SERI grant application; and

WHEREAS, Executive Committee of ETCOG authorizes the ETCOG Executive Director, as the Authorized Official, to apply for, accept, reject alter or terminate the application on behalf of the ETCOG; and,

WHEREAS, in the event of loss or misuse of grant funds, the governing body will return all funds to the State of Texas Office of the Governor.

NOW THEREFORE, BE IT RESOLVED that the Executive Committee of ETCOG approves submission of the grant application for the "Elderville/Lakeport Statewide Radio Infrastructure Repeater Project" to the OOG.

PASSED AND APPROVED THIS _____ DAY OF _____ 2020

Commissioner Paula Gentry
ETCOG Executive Committee Chair

ATTEST: _____

EAST TEXAS COUNCIL OF GOVERNMENTS

RESOLUTION NO. 2020-16

A RESOLUTION OF THE Executive Committee OF THE East Texas Council of Governments (ETCOG), KILGORE, TEXAS AUTHORIZES THE Executive Director as the Authorized Official TO SUBMIT AN APPLICATION FOR FUNDING THROUGH THE OFFICE OF THE GOVERNORS' (OOG) HOMELAND SECURITY GRANT DIVISION (HSGD) FOR GRANT FUNDING THROUGH THE Statewide Emergency Radio Infrastructure (SERI) , AS MANAGED BY THE OOG.

WHEREAS, the OOG's HSGD currently serves as the State Administrative Agency (SAA) for the State of Texas' SHSP which provides grant funding that can be used to support programs and project aimed at maintaining and/or enhancing the ETCOG region's emergency preparedness, response and radio infrastructure capabilities; and,

WHEREAS, the Executive Committee of ETCOG finds it in the best interest of the citizens of the ETCOG Region to apply for grant funding to implement a project entitled Henderson County Repeater Infrastructure Project which would be implemented under the RI21 PY21 SERI; and,

WHEREAS, the ETCOG has filed this Grant/Application number (3991801) under the HSGD's RI21 PY21 Request for Applications; SERI by March 12, 2020 submission deadline; and,

WHEREAS, the ETCOG has established its eligibility to apply for and receive funding through the FY20 SHSP grant program; and,

WHEREAS, the ETCOG agrees to provide applicable matching funds, if it is required, for the said project by the RI21 PY21 SERI grant application; and

WHEREAS, Executive Committee of ETCOG authorizes the ETCOG Executive Director, as the Authorized Official, to apply for, accept, reject alter or terminate the application on behalf of the ETCOG; and,

WHEREAS, in the event of loss or misuse of grant funds, the governing body will return all funds to the State of Texas Office of the Governor.

NOW THEREFORE, BE IT RESOLVED that the Executive Committee of ETCOG approves submission of the grant application for the "Henderson County Repeater Infrastructure Project" to the OOG.

PASSED AND APPROVED THIS _____ DAY OF _____ 2020

ATTEST: _____

Commissioner Paula Gentry
ETCOG Executive Committee Chair

EAST TEXAS COUNCIL OF GOVERNMENTS

RESOLUTION NO. 2020-17

A RESOLUTION OF THE Executive Committee OF THE East Texas Council of Governments (ETCOG), KILGORE, TEXAS AUTHORIZES THE Executive Director as the Authorized Official TO SUBMIT AN APPLICATION FOR FUNDING THROUGH THE OFFICE OF THE GOVERNORS' (OOG) HOMELAND SECURITY GRANT DIVISION (HSGD) FOR GRANT FUNDING THROUGH THE Statewide Emergency Radio Infrastructure (SERI) , AS MANAGED BY THE OOG.

WHEREAS, the OOG's HSGD currently serves as the State Administrative Agency (SAA) for the State of Texas' SHSP which provides grant funding that can be used to support programs and project aimed at maintaining and/or enhancing the ETCOG region's emergency preparedness, response and radio infrastructure capabilities; and,

WHEREAS, the Executive Committee of ETCOG finds it in the best interest of the citizens of the ETCOG Region to apply for grant funding to implement a project entitled Rains County Repeater Infrastructure Project which would be implemented under the RI21 PY21 SERI; and,

WHEREAS, the ETCOG has filed this Grant/Application number (4101001) under the HSGD's RI21 PY21 Request for Applications; SERI by March 12, 2020 submission deadline; and,

WHEREAS, the ETCOG has established its eligibility to apply for and receive funding through the FY20 SHSP grant program; and,

WHEREAS, the ETCOG agrees to provide applicable matching funds, if it is required, for the said project by the RI21 PY21 SERI grant application; and

WHEREAS, Executive Committee of ETCOG authorizes the ETCOG Executive Director, as the Authorized Official, to apply for, accept, reject alter or terminate the application on behalf of the ETCOG; and,

WHEREAS, in the event of loss or misuse of grant funds, the governing body will return all funds to the State of Texas Office of the Governor.

NOW THEREFORE, BE IT RESOLVED that the Executive Committee of ETCOG approves submission of the grant application for the "Rains County Repeater Infrastructure Project" to the OOG.

PASSED AND APPROVED THIS _____ DAY OF _____ 2020

Commissioner Paula Gentry
ETCOG Executive Committee Chair

ATTEST: _____



3800 STONE ROAD
KILGORE, TEXAS 75662
903/218-6400 · FAX 903/983-1440

SERVING A FOURTEEN COUNTY REGION

Date: March 25, 2020
To: Executive Committee
From: Stephanie Heffner, Director of Public Safety
Subject: Approval for Final Payment to OnSolve (CodeRed)

BACKGROUND

During our transition to RAVE we had to enter into a 45-day contract with OnSolve (previously CodeRed). This contract was necessary so that our jurisdictions could provide a voluntary "Opt-In" sign up period to alert our citizens of our change in providers.

In this contract OnSolve gave us a very limited minute bank. Unfortunately, in order to reach the 14-county region, we went over on our minutes. OnSolve charged us for the overage and now we need to make our final payment to them which is **\$22,324.50**.

I would like to note that OnSolve did work with us regarding our final payment. After holding a conference call with their staff, they graciously reduced our final bill by 50%. They could have elected to charge us in full which would have been over \$40,000 and within their right since we did sign a contract with them. Additionally, OnSolve is also allowing us to make 5 quarterly payments at \$4,464.90 each (totaling \$22,324.50).

Lastly, thank you for your consideration of this important matter. I respectfully request the Executive Committee approve this request for payment. I am available for any questions.



3800 STONE ROAD
KILGORE, TEXAS 75662
903/218-6400 · FAX 903/983-1440

SERVING A FOURTEEN COUNTY REGION

Date: March 25, 2020
To: Executive Committee
From: Stephanie Heffner, Director of Public Safety
Subject: Approval to pay for Electrical Costs for installation of UPSs in our PSAPs

BACKGROUND

In August of 2019, the ETCOG Executive Committee approved us purchasing Uninterrupted Power Supply Units (UPS) through AT&T for our 9-1-1 Public Safety Answering Points (PSAP). Our next step in this process was to request bids for electrical costs associated with installing these units.

EXISTING

ETCOG is asking for approval to pay for electrical costs to install the new UPSs at all 17 of our PSAP's. We are currently in the process of replacing all PSAP equipment that is compatible with the Statewide Emergency Services IP Network (ESInet), per CSEC requirements and deadlines.

In order to properly install the UPSs we have to contract with one electrician, for all sites, to insure that installations meet the standards for these high dollar UPSs. A UPS has been allowed to be installed by the PSAP local electrician in the past. Electrical input and outputs were not wired correctly and damaged UPS batteries. Therefore, we carefully monitor all UPS installations now.

ETCOG requested 3 bids and Patriot Electric was the lowest bidder. Additionally, all bidders met with our contracted IT vendor, Inline Network Integration to ensure all electrical specifications were met during this process.

Patriot Electrical's bid average, per PSAP, is \$1,976.76 for a total of **\$33,605.00**. With that in mind, I respectfully request the Executive Committee approve our UPS electrical costs for installation via Patriot. Thank you for your consideration of this important matter.



3800 STONE ROAD
KILGORE, TEXAS 75662
903/218-6400 · FAX 903/983-1440

SERVING A FOURTEEN COUNTY REGION

Date: April 27, 2020
To: ETCOG Executive Committee
From: Douglas Shryock, Director - Workforce and Economic Development Division
Subject: Renewal of Youth Stand Alone Project Contract with East Texas Literacy Council

In addition to the Workforce Innovation and Opportunity Act services offered by the Workforce Centers Services Provider, CareerTEAM LLC, the Workforce Solutions East Texas Board contracts for Youth Services through projects which operate independently of the Workforce Centers and are considered "stand alone" projects.

A Request for Proposals conducted in 2018 resulted in East Texas Literacy Council being awarded a contract in the amount of \$70,000. The contract's effective dates were for a one-year contract, from July 01, 2018 to June 30, 2019, with options to extend the contract for three one-year year periods based, on criteria adopted by the Workforce Solutions East Texas Board.

Last year, the Workforce Solutions East Texas Board elected to extend the contract with East Texas Literacy Council into its first option year, from July 1, 2019 to June 30, 2020.

On March 11, 2020, the Workforce Solutions East Texas Board adopted staff's recommendation for the contract with East Texas Literacy Council to be renewed for a second of three potential one-year periods - (July 01, 2020 through June 30, 2021).

Recommendation:

Staff requests the ETCOG Executive Committee authorize, contingent on successful negotiations, the second one-year renewal of the contract with East Texas Literacy Council, from July 01, 2020 through June 30, 2021.

If should have questions, I will be happy to respond.

DGS/GA/kv