



Texas Association of Regional Councils

Board of Directors
Friday, February 7, 2025
Cambria Austin Downtown
68 East Avenue, Austin, TX 78701
Waterloo
9:30 AM - 12:00 PM

AGENDA

Participants will be invited to provide public comments on agenda items, please limit to 3 minutes. Written comments may be sent by email to tarc@txregionalcouncil.org. Comments received by 5:00 pm, Thursday February 6, 2025, will be incorporated into the meeting record.

- | | |
|--|--|
| Call to Order, Welcome, Pledge of Allegiance and Invocation | Kavon Novak, President |
| Welcome to New Board Members, Guests and Roll Call | Kavon Novak |
| Request for Public Comment | Kavon Novak |
| Special Guest Presentations <ul style="list-style-type: none">• Lisa Craven, <i>Deputy Comptroller & Chief of Staff, Office of Texas Comptroller of Public Accounts Glen Hegar</i> | |
| Overview of TARC Board Materials | Kavon Novak |
| TARC Board Business <ol style="list-style-type: none">1. Consideration & Approval of Minutes (<i>Action Items</i>)<ul style="list-style-type: none">○ June 14, 2024 Board Meeting2. TARC Policy Committee Reports (<i>Action Items</i>)<ul style="list-style-type: none">○ Report of the Budget & Bylaws Committee<ul style="list-style-type: none">▪ Consideration & Approval of TARC Financial and Investment Reports as of 12/31/20243. Report of the TARC Legislative Committee & Collaboration Forum4. Executive Directors' Council Report (<i>Action Item</i>)5. TARC Program Committee Reports (<i>Action Items</i>)<ul style="list-style-type: none">○ Community & Economic Development, Tim Pierce, Chair<ul style="list-style-type: none">▪ Information Item: Regional Digital Opportunity Program○ Emergency Communications Committee, Russell Devorsky, Chair○ Environmental Quality Committee, John Austin Stokes, Chair | Kavon Novak
Jim Holmes, Chair
John Minnix
Kavon Novak
Annette Gutierrez, Chair
Committee Chairs |

Persons planning to attend the meeting who have disabilities requiring auxiliary aids or services should notify TARC as far in advance as possible so that appropriate arrangements can be made. Requests can be made by e-mail, tarc@txregionalcouncil.org, mail, TARC, Attn: Ginny Lewis Ford, 1210 San Antonio Street, Suite 201, Austin, Texas 78701, or telephone, (512) 680-6994.

- Health and Human Services Committee, Shanna Burke, Chair
 - Public Safety Committee, Manny Cruz, Chair
 - Consideration of Emergency Preparedness, Homeland Security and Community Preparedness Planning Project Resolution 1/1/2026 – 12/31/2026 (*Action Item*)
 - Transportation Committee, Jim Reed, Chair
6. Update on National Activities
- National Association of Regional Councils
 - National Association of Development Organizations
 - Southwest Regional Economic Development Association

**Executive Director’s Review of Association Activities & Initiatives,
October 2024 – January 2025**

Ginny Lewis Ford

Recognition, Announcements & Adjourn

Kavon Novak

Upcoming Meeting Dates

June 26 – 27, 2025

TARC Executive Directors’ Council &
Board of Directors Meeting
Waco, TX

September 10 – 12, 2025

TARC Bi-Annual Staff Training &
Annual Board of Directors Meeting
Austin, TX

Save the Date

2025 Aging in Texas Conference
June 25 – 27, 2025
Hilton Waco
113 S University Parks Dr
Waco, Tx 76701



Lisa Craven
Chief of Staff
The Honorable Glenn Hegar
Texas Comptroller of Public Accounts

Lisa has over 27 years of state service, having worked in both the Texas Senate and House of Representatives. She served as Chief of Staff for then-Senator Hegar from 2007-2014, worked in the House of Representatives from 1989-2007, and began her career as a Capitol tour guide in 1986. Since January 2015 Lisa has served as Chief of Staff for Comptroller of Public Accounts Glenn Hegar.

Lisa has a Bachelor of Science in Speech from the University of Texas at Austin. When she isn't busy volunteering for a school or community organization, she can be found following Longhorn sports...especially in the fall. Lisa and her husband, Eric, are the proud parents of two daughters, Caroline and Elizabeth.

1



Texas Association of Regional Councils

Board of Directors

Friday, June 14, 2024

Houston-Galveston Area Council

Conference Room BC

3555 Timmons Ln., Houston, TX 77027

9:30 a.m.-11:30 a.m.

Minutes

Call to Order, Invocation and Pledges of Allegiance

Nancy Arnold, President

Nancy Arnold called the meeting to order. She asked Nate McDonald to give the invocation and Lonnie Hunt to lead the pledges of allegiance.

Welcome to Members, Guests, and Roll Call

Board Members

Board members present include Lonnie Hunt, Terry Henley, Jeff Boyd, Nate McDonald, Wayne McDaniel, Foy O'Brien, Veronica Toomey, Joe Fauth, Randy Riggs, Annette Gutierrez, Jim Reed, James Teal, James Wansley, John Austin Stokes, Tobe Shields, Mary Beth Rudel, Chuck Wemple, Jim Holmes, Kavon Novak and Nancy Arnold. It was determined that a quorum was present.

Request for Public Comment

Nancy Arnold

Nancy Arnold asked if there was anyone wishing to make public comments. Public comment was provided by Barbara Coombs who was asking for support of efforts to have garbage per capita data included in reports completed by state agencies.

Houston-Galveston Area Council Welcome & Overview, *The Honorable Nancy Arnold, TARC President & Rick Guerrero, Chief Outreach & Government Affairs Officer, Houston-Galveston Area Council*

Nancy Arnold welcomed members to the Houston-Galveston region and invited Rick Guerrero to come up and he provided an overview of the Houston-Galveston Area Council's programs and initiatives.

The Art of Artificial Intelligence, *Chuck Wemple, Executive Director, Houston-Galveston Area Council*

Chuck Wemple provided a presentation on how the Houston-Galveston Area Council was using generative artificial intelligence to assist in the COG's planning efforts.

Overview of Board Materials & Special Recognition

Nancy Arnold

TARC Board Business

1. Consideration & Approval of February 9, 2024, Board Minutes (*Action Item*)

Nancy Arnold

Nancy Arnold presented the minutes for Board consideration and approval. Jeff Boyd made a motion to approve the minutes as presented. Tobe Shields seconded the motion and the motion carried.

2. TARC Policy Committee Reports (*Action Items*)

Kavon Novak, Chair

- Report of the TARC Budget & Bylaws Committee

Kavon Novak presented the Budget & Bylaws Committee report. He asked John Minnix to review the report as approved by the Budget & Bylaws Committee.

- Review and Approval of TARC Financial and Investment Reports as of 4/30/24 (*Action Item*)

John Minnix

Jim Holmes made a motion to approve the TARC Financials and Investment Report as of 4/30/24. Tobe Shields seconded the motion and the motion carried.

- **Review and Approval of TARC FY2023 Audit (Action Item)** **Patillo, Brown and Hill**
Kavon Novak called on Todd Pruitt with Patillo, Brown and Hill to present the TARC FY2023 Audit. He shared that it was a clean audit and the auditors issued an unmodified opinion. Jim Holmes made a motion to approve the TARC FY2023 Audit. Joe Fauth seconded the motion and the motion was approved.

- **Review of Draft TARC FY2025 Budget and Program of Work** **John Minnix**
John Minnix and Ginny Lewis Ford shared that the draft budget and program of work are presented for review by the Board and a final version will be before the Board for approval in September.

3. **Report of the TARC Collaboration Forum & Legislative Committee** **Nancy Arnold**
Nancy Arnold reported that the committee met and heard a presentation from Mach 1 and discussed ideas for association objectives for the 89th Legislative Session. Terry Henley shared with the Board that he would be working to update the requirements regarding newspaper notices.

4. **Executive Directors' Council Report (Action Items)** **Lonnie Hunt, Chair**
Nancy Arnold called on Lonnie Hunt to provide a report on the activities of the Executive Directors' Council. Lonnie Hunt reported that the council had robust discussions and there were no action items.

5. **TARC Program Committee Reports (Action Items)** **Committee Chairs**

- **Community & Economic Development Committee, David Cleveland, Vice Chair**
David Cleveland provided an update on the activities of the Community & Economic Development committee. There were no action items.
- **Emergency Communications Committee, Russell Devorsky, Chair**
Russell Devorsky provided an update on the activities of the Emergency Communications Committee. There were no action items.
- **Environmental Quality Committee, John Austin Stokes, Chair**
John Austin Stokes provided an update on the activities of the Environmental Quality Committee. There were no action items.
- **Health and Human Services Committee, Annette Gutierrez, Chair**
Annette Gutierrez provided an update on the activities of the Health and Human Services Committee. There were no action items.
- **Public Safety Committee, Mike Peters, Vice Chair**
Mike Peters provided an update on the activities of the Public Safety Committee. There were no action items.
- **Transportation Committee, Jim Reed, Chair**
Jim Reed provided an update on the activities of the Transportation Committee. There were no action items.

6. **Executive Director's Review of Association Activities, March 2024 – June 2024** **Ginny Lewis Ford**
Nancy Arnold called on Ginny Lewis Ford who provided an update on association activities.

- **Presentation of Area Agencies on Aging Needs Assessment Report** **Kimberly Lile Dowty**
Kimberly Lile Dowty presented findings from the statewide report on the needs identified by all 28 Area Agencies on Aging.

7. **Appointment of TARC Awards Committee** **Nancy Arnold**
Nancy Arnold appointed the following to serve on the TARC Awards Committee: Clinton Sawyer, David Garza, Jim Holmes, Tobe Shields, Lonnie Hunt, Michelle Garcia, and Nancy Arnold.

8. Appointment of TARC Nominations Committee

Nancy Arnold

Nancy Arnold appointed the following to serve on the TARC Nominations Committee: Mark Allen, Justin Lewis, Clinton Sawyer, Nate McDonald, Rand Riggs, Wes Suiter, Nancy Arnold and Ramsey Cantu.

9. Appointment of TARC Executive Director's Evaluation Committee

Nancy Arnold

Nancy Arnold appointed the following to serve on the TARC Executive Directors' Evaluation Committee: Nate McDonald, Justin Lewis, Clinton Sawyer, Mark Allen, Lonnie Hunt, Chuck Wemple, and Nancy Arnold.

Update on National Activities

- **National Association of Regional Councils**

Chuck Wemple shared that the National Association of Regional Councils had selected a new executive director.

- **National Association of Development Organizations**

Russell Devorsky reported that the National Association of Development Organizations would hold its Annual Training Conference in New Orleans October 21 - 24, 2024.

- **Southwest Regional Economic Development Association**

Ginny Lewis Ford reported that the Southwest Regional Economic Development Association would be holding its 2025 conference in Las Cruces, New Mexico. She also reported that the retirement of Betty Voights would create an opening for 1 board seat.

Announcements & Adjourn

Nancy Arnold asked if there were any announcements and upon hearing none, the meeting was adjourned.

DRAFT

2

Texas Association of Regional Councils

**Financial Reports
Investment Report**

As of December 31, 2024

Texas Association of Regional Councils
Statement of Financial Position

As of 12/31/24

**Organizational
Totals**

Assets

Current Assets

Cash-Checking	9,226.08
Cash-Money Market	7,535.13
Cash-TX Pool	855,773.40
Prepaid Expenses	9,923.97
Accounts Receivable-Grants/Contracts	63,507.67
Accts Receivable-Bi-Annual Mtgs.	55,178.67
Accts Rec-Association Service Fees-TARC	262,842.59
Accts Rec-Association Service Fees-SWREDA	16,750.00
Accts Receivable-Staff Associations	56,323.99

Total 1,337,061.50

Total Current Assets 1,337,061.50

Total Assets 1,337,061.50

Liabilities and Fund Balances

Current Liabilities

Accounts Payable	58,812.18
Due to Staff Assn-911	4,385.08
Due to Staff Assn-Financoe Officers	17,387.38
Due to Staff Assn-T4A	222,886.76
Due to Staff Assn-Solid Waste	821.74
Due to Staff Assn-CJ Planners	4,643.06
Due to Staff Assn-Homeland Security	1,958.24
Due to SWREDA	91,835.57
Accrued Vacation	32,508.87

Total Current Liabilities 435,238.88

Total Liabilities 435,238.88

Fund Balances

Excess (Deficit) of Revenues	
Over (Under) Expenditures	182,901.98
Fund Balance-Unrestricted	718,920.64

Total Fund Balance 901,822.62

Total Liabilities and Fund Balances 1,337,061.50

Texas Association of Regional Councils

Statement of Activities
For the 3 months ending 12/31/2024

	<u>Actual</u>	<u>Y-T-D Budget</u>	<u>Y-T-D Variance</u>	<u>Annual Budget</u>	<u>Favorable/ (Unfavorable) Budget Balance</u>
Revenues					
Association Services	270,586.16	67,625.00	202,961.16	270,500.00	86.16
Associate Memberships	0.00	750.00	(750.00)	3,000.00	(3,000.00)
T4A Association	24,292.21	30,727.50	(6,435.29)	122,910.00	(98,617.79)
Grants/Contracts	61,556.01	82,171.00	(20,614.99)	328,684.00	(267,127.99)
Trainings/Meetings	0.00	27,500.00	(27,500.00)	110,000.00	(110,000.00)
Investment Income	10,947.32	12,500.00	(1,552.68)	50,000.00	(39,052.68)
Total Revenues	367,381.70	221,273.50	146,108.20	885,094.00	(517,712.30)
Expenditures					
Staff Salaries	100,088.91	111,686.75	11,597.84	446,747.00	346,658.09
Fringe Benefits	37,894.48	45,961.50	8,067.02	183,846.00	145,951.52
Financial Management	4,500.00	6,000.00	1,500.00	24,000.00	19,500.00
Travel	3,694.44	6,000.00	2,305.56	24,000.00	20,305.56
Space Rental	17,206.50	18,125.00	918.50	72,500.00	55,293.50
Furniture & Equipment	0.00	500.00	500.00	2,000.00	2,000.00
Equipment/Software Maintenance	250.00	500.00	250.00	2,000.00	1,750.00
Office Supplies	91.75	300.00	208.25	1,200.00	1,108.25
Telephone, Communications	2,417.65	2,500.00	82.35	10,000.00	7,582.35
Software License Renewal	2,497.00	750.00	(1,747.00)	3,000.00	503.00
Insurance	6,140.68	1,250.00	(4,890.68)	5,000.00	(1,140.68)
Printing & Copying	392.76	500.00	107.24	2,000.00	1,607.24
Postage & Freight	49.39	100.00	50.61	400.00	350.61
Audit Costs	0.00	2,625.00	2,625.00	10,500.00	10,500.00
Subscriptions & Publications	6,029.84	1,250.00	(4,779.84)	5,000.00	(1,029.84)
Memberships	199.00	625.00	426.00	2,500.00	2,301.00
Trainings/Meetings	1,600.00	13,981.25	12,381.25	55,925.00	54,325.00
Program Development**	0.00	10,569.25	10,569.25	42,277.00	42,277.00
Miscellaneous	1,427.32	1,875.00	447.68	7,500.00	6,072.68
Total Expenditures	184,479.72	225,098.75	40,619.03	900,395.00	715,915.28
Excess/(Shortfall) Rev. vs Exp.	<u>182,901.98</u>	<u>(3,825.25)</u>	<u>186,727.23</u>	<u>(15,301.00)</u>	
Changes in Fund Balance					
Excess (Deficit) of Revenue over Expenses	182,901.98				
Fund Balance as of 9/30/24	<u>718,920.64</u>				
Fund Balance as of 12/31/24	901,822.62				
**Program Development					
HLS/CC Program Development	<u>0.00</u>				
Total Program Development	0.00				

Texas Association of Regional Councils
 Analysis of Unrestricted Fund Balance
 As of July 31, 2024

	Actual FY2004	Actual FY2005	Actual FY2006	Actual FY2007	Actual FY2008	Actual FY2009	Actual FY2010	Actual FY2011	Actual FY2012	Actual FY2013	Actual FY2014
Beginning Balance	\$173,966	\$122,907	\$35,253	\$39,509	\$226,070	\$151,461	\$264,466	\$315,584	\$331,248	\$284,176	\$272,715
Surplus/(Deficit)	(51,059)	(87,654)	4,255	186,561	(74,609)	113,005	51,118	15,664	(47,072)	(11,461)	13,645
Ending Balance	<u>\$122,907</u>	<u>\$35,253</u>	<u>\$39,508</u>	<u>\$226,070</u>	<u>\$151,461</u>	<u>\$264,466</u>	<u>\$315,584</u>	<u>\$331,248</u>	<u>\$284,176</u>	<u>\$272,715</u>	<u>\$286,360</u>
	Actual FY2015	Actual FY2016	Actual FY2017	Actual FY2018	Actual FY2019	Actual FY2020	Actual FY2021	Actual FY2022	Actual FY2023	Actual FY2024	Actual Balance FY2025
Beginning Balance	\$286,360	\$307,624	\$364,387	\$447,196	\$521,559	\$567,675	\$612,839	\$669,478	\$680,629	\$737,410	\$718,921
Surplus/(Deficit)	21,264	56,763	82,809	74,363	46,116	45,164	56,639	11,150	56,781	(18,489)	182,902
Ending Balance	<u>\$307,624</u>	<u>\$364,387</u>	<u>\$447,196</u>	<u>\$521,559</u>	<u>\$567,675</u>	<u>\$612,839</u>	<u>\$669,478</u>	<u>\$680,628</u>	<u>\$737,410</u>	<u>\$718,921</u>	<u>\$901,823</u>

Texas Association of Regional Councils

Investment Report

For the Period

August 1, 2024 through December 31, 2024

As per TARC's Investment Policy, funds that are not immediately required to pay obligations are invested. TARC does not have any other investments as of the ending date of this report.

Summary of General and Special Revenue Funds

	TEX Pool	Money Market Checking Acct
Beginning Market/Book Value @ 8/1/24	\$ 1,025,999.16	\$ 42,547.42
Transfers/Deposits In	0.00	403,486.58
Transfers (Out)	<u>(190,000.00)</u>	<u>(438,500.00)</u>
Net Transfers	(190,000.00)	(35,013.42)
Interest Earned	<u>19,774.24</u>	<u>1.13</u>
Ending Market/Book Value @ 12/31/24	<u><u>\$ 855,773.40</u></u>	<u><u>\$ 7,535.13</u></u>

Notes:

1. The accounts listed above do not have a maturity date.

2. Following are the annualized average rate of returns:

	TEX Pool	Money Market Checking Acct
August 2024	5.2977%	0.01%
September 2024	5.1637%	0.01%
October 2024	4.9130%	0.01%
November 2024	4.7302%	0.01%
December 2024	4.5610%	0.01%

As TARC's Investment Officer, I, John C. Minnix, certify as to the best of my knowledge that the investment portfolio is in compliance with the investment strategy as expressed in TARC's Investment Policy and that this Investment Report was prepared by said Investment Officer.


 John C. Minnix
 Finance Officer

1/22/2025

T4A Staff Association
Statement of Activities

For the 3 months ending 12/31/2024

	Actual	Annual Budget	Favorable/ (Unfavorable) Budget Balance
Revenues			
Dues from current fiscal year - schedule	51,497.00	52,003.00	(506.00)
Profit/(Loss) current fiscal year AiTC	(4,551.25)	25,000.00	(29,551.25)
Matter of Balance (MOB)	-	12,000.00	(12,000.00)
Fund Balance	-	29,968.00	(29,968.00)
Total Revenues	46,945.75	118,971.00	(72,025.25)
Expenses:			
TARC/T4A Staff Position	22,777.50	91,110.00	68,332.50
TARC Financial Support	450.00	1,800.00	1,350.00
Travel costs - T4A Executive Comm.	-	1,550.00	1,550.00
Technology - web site	-	1,000.00	1,000.00
Contract Services	-	5,000.00	5,000.00
Trainings - T4A group trainings	-	15,000.00	15,000.00
Natural Disaster Relief Assistance	500.00	1,000.00	500.00
Annual Tax Preparation	-	1,400.00	1,400.00
Miscellaneous	-	1,111.00	1,111.00
Total Expenses	23,727.50	118,971.00	95,243.50
Excess/(Shortfall) Rev. vs Exp.	23,218.25	-	
Fund Balance as of 9/30/24	59,632.85		
Fund Balance as of 12/31/24	82,851.10		

T4A-AETNA Digital Literacy Grant

Statement of Activities

For the 36 months ending 12/31/2024

	Actual	Grant Budget	Favorable/ (Unfavorable) Budget Balance	
Revenues				
	AETNA Foundation Grant	225,000.00	225,000.00	-
	Total Revenues	225,000.00	225,000.00	-
Expenses:				
	TARC Staff Positions	20,566.94	45,000.00	24,433.06
	TARC Financial Support	792.07	5,000.00	4,207.93
	Travel	2,780.27	1,500.00	(1,280.27)
	Licensing Fees	-	50,000.00	50,000.00
	Contract Services	60,825.06	100,000.00	39,174.94
	Training Materials	-	3,500.00	3,500.00
	Miscellaneous	-	20,000.00	20,000.00
	Total Expenses	84,964.34	225,000.00	140,035.66
	Excess/(Shortfall) Rev. vs Exp.	140,035.66	-	
	Grant Balance as of 12/31/24	140,035.66		

5



TEXAS ASSOCIATION OF REGIONAL COUNCILS

1210 San Antonio Street, Suite 201 • Austin, TX 78701 • 512-478-4715 • FAX 512-275-9910 • www.txregionalcouncil.org

Overview: Homeland Security and Community Preparedness Planning Project Resolution 1/1/2026 – 12/31/2026

The Texas Association of Regional Councils seeks to continue the submission of the Homeland Security and Community Preparedness Planning Project to the Office of the Governor. The project will continue TARC's work in planning support and associated training with regional councils in the state, which is ongoing and necessary to assist the state and its partner agencies in being more fully integrated and collaborative with the 24 regions and local elected officials as part of the whole community preparedness.

This project will build on the existing organization structure, network, and previous projects administered by TARC to support state, regional, and local planning and prioritization efforts. Grant funds are needed to provide organizational support to raise the preparedness and resiliency levels across the regions and their communities in Texas.

To comply with the grant's submission requirements, TARC is requesting the Board's consideration and approval of the Homeland Security and Community Preparedness Planning Project Resolution 1/1/2026 – 12/31/2026.



TEXAS ASSOCIATION OF REGIONAL COUNCILS

1210 San Antonio Street, Suite 201 • Austin, TX 78701 • 512-478-4715 • FAX 512-275-9910 • www.txregionalcouncil.org

Overview: Homeland Security and Community Preparedness Planning Project Resolution 1/1/2026 – 12/31/2026

WHEREAS, the Texas Association of Regional Councils Board of Directors finds it in the best interests of the 24 councils of government and the citizens of the State of Texas that the TARC Homeland Security and Community Preparedness Planning Project be operated from 1/1/2026 – 12/31/2026; and

WHEREAS, no match is currently required under the terms of this grant. The Texas Association of Regional Councils Board of Directors agrees to provide applicable matching funds for the said project, as required by the State of Texas, Office of the Governor, Preparedness Division if at such a time a match is required; and

WHEREAS, the TEXAS Association of Regional Councils Board of Directors agrees that in the event of loss or misuse of the Office of the Governor funds, The Texas Association of Regional Councils Board of Directors assures that the funds will be returned to the Office of the Governor in full; and

WHEREAS, the Texas Association of Regional Councils designates Ginny Lewis Ford, Executive Director, Texas Association of Regional Councils, as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter, or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that the Texas Association of Regional Councils Board of Directors approves the submission of the grant application for the TARC Homeland Security and Community Preparedness Planning Project to the Office of the Governor.

Signed by:

The Honorable Kavon Novak, TARC President
Alderman, City of Caldwell

Passed and Approved this 7th day of February 2025

Grant Number: 3117611