



NOTICE OF A PUBLIC MEETING



EXECUTIVE COMMITTEE

CONCHO VALLEY COUNCIL OF GOVERNMENTS (CVCOG)

2:00 p.m.

WEDNESDAY, January 11, 2012

**Concho Valley Regional Conference and Training Center
2801 W. Loop 306, Suite A., San Angelo, TX 76904**

The meeting place is accessible to persons with disabilities. If assistance is needed to observe or comment, please call the Council office at 944-9666 at least 24 hours prior to the meeting.

BUSINESS

- (1) DETERMINATION OF QUORUM AND CALL TO ORDER**
- (2) INVOCATION & PLEDGE OF ALLEGIANCE**
- (3) APPROVAL of Minutes from December 14, 2011 Meeting**
- (4) APPROVAL of checks in excess of \$2,000 written since the last meeting (See Attachment A).**
- (5) APPROVAL of Amendments to CVCOG Travel Policy (See Attachment B).**
- (6) REPORTS AND INFORMATION ITEMS**
 - Review monthly CVCOG Balance Sheet & Bank Reports
 - Monthly CVCOG staff travel report
- (7) OTHER BUSINESS**
- (8) ADJOURNMENT**

Posted in accordance with the Texas Government Code, Title V, Chapter 551, Section .053, this Tuesday, January 3, 2012.

Jeffrey K. Sutton, Executive Director



**MINUTES OF MEETING
CONCHO VALLEY COUNCIL OF GOVERNMENTS
EXECUTIVE COMMITTEE
DECEMBER 14, 2011**

The Executive Committee of the Concho Valley Council of Governments (CVCOG) met on Wednesday, December 14, 2011 @ 2801 W. Loop 306, Suite A, San Angelo, Texas.

Members present were:

Ralph Sides, Chairman, Sterling County Judge
Andrew Murr, Vice Chairman, Kimble County Judge
Charlie Bradley, Secretary, Schleicher County Judge
Allen Amos, Concho County Judge
Roy Blair, Coke County Judge
Richard Cordes, Menard County Judge
Fred Deaton, Crockett County Judge
John Nanny, Irion County Commissioner
Danny Neal, McCulloch County Judge
Alvin New, Mayor, City of San Angelo
Miguel Villanueva, Sutton County Commissioner

Members absent were:

Jerry Bearden, Mason County Judge
Mike Brown, Tom Green County Judge
Drew Darby, Texas State Representative
Harvey Hilderbran, Texas State Representative
Larry Isom, Reagan County Judge
Lanny Layman, SAISD Board Trustee

BUSINESS

At 2:00 p.m. Chairman Sides opened the meeting for public comment on the FY 2012-2013 Regional Solid Waste Programs Funding Plan. There was no public comment and Judge Sides closed this portion of the meeting at 2:03 p.m.

CALL TO ORDER

Chairman Sides announced the presence of a quorum, and called the meeting to order at 2:03 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE

Judge Blair gave the invocation and Chairman Sides led the pledge of Allegiance.

APPROVAL OF MINUTES

Upon a motion by Judge Neal, seconded by Judge Cordes the minutes of the November 9, 2011 meeting of the Committee were approved as published.

**RECOGNITION OF JUDGE RALPH SIDES 2011 EXECUTIVE COMMITTEE
CHAIRMAN**

Jeffrey Sutton, Executive Director, presented Honorable Ralph Sides with a plaque recognizing his service to the CVCOG as Secretary, Vice Chair, and Chairman from 2009-2011.

**REPORT FROM NOMINATING COMMITTEE & ELECTION OF
2012 EXECUTIVE COMMITTEE OFFICERS**

Judge Amos reported that the nominating committee recommended the following members for the 2012 Executive Committee officers:

Judge Andrew Murr for Chairman, Judge Charlie Bradley Vice-Chair, Judge Fred Deaton for Secretary.

Upon a motion by Judge Cordes, seconded by Judge Neal the above listed officers were appointed by a unanimous vote.

APPROVAL OF CHECKS

Upon a motion by Judge Deaton, seconded by Judge Blair, CVCOG checks in excess of \$2,000 written since the last meeting were unanimously approved.

APPOINTMENTS TO CVCOG COMMITTEES

Upon a motion by Mayor New, seconded by Commissioner Nanny, Wayne Merrill representing the TSHL was unanimously approved as a member of the CVCOG Regional Advisory Committee on Aging.

**APPROVAL OF THE CVCOG REGIONAL SOLID WASTE PROGRAM'S FUNDING
PLAN FOR FY 2012-2013**

Upon a motion by Commissioner Nanny, seconded by Judge Murr, the CVCOG Regional Solid Waste Program's Funding Plan was unanimously approved.

**APPROVAL OF CVCOG RESOLUTION 11-09 TO APPLY FOR FUNDS TO PROVIDE
SOLID WASTE COORDINATION & IMPLEMENT PROJECTS**

Upon a motion by Judge Amos, seconded by Commissioner Nanny, a Resolution authorizing the Executive Director to apply for \$230,000 in funds from the Texas Commission on Environmental Quality to Provide Solid Waste Coordination and Implementation projects consistent with the requirements of the TCEQ was unanimously approved.

**APPROVAL OF CVCOG/SAISD HEAD START COMMUNITY ASSESSMENT
UPDATED 11/2011**

Upon a motion by Commissioner Villanueva, seconded by Judge Bradley, the CVCOG/SAISD Head Start Community Assessment updated 11/2011 was unanimously approved.

APPOINTMENT OF A BOARD MEMBER(S) TO THE TEXAS ASSOCIATION OF REGIONAL COUNCILS FOR 2011-2012

Mayor New made a motion to nominate Jeffrey Sutton with the alternates being Judge Ralph Sides and Judge Andrew Murr as the CVCOG designated representative(s) to the Texas Association of Regional Councils. Judge Neal made a second to the motion and it was unanimously approved.

REPORTS AND INFORMATION ITEMS

- Review monthly CVCOG Balance Sheet & Bank Reports
- Monthly CVCOG staff travel report
- Head Start Director's Report: September 2011 budget; October 2011 budget
- Head Start ACF-PI-HS-11-04 School Readiness Requirements
- Head Start ACF-IM-HS-11-05 Family financial well-being and early childhood; Financial education and other asset building strategies; Financial planning form family child care providers
- Head Start ACF-IM-HS-11-06 Head Start and Early Head Start; Parent, Family, and Community Engagement
- Head Start Child Outcome Data Fall 2011 (will give you hard copy; scanning did not work out very well)
- Training for Executive Committee – Head Start Governance Training

OTHER BUSINESS

None.

ADJOURNMENT

The meeting was adjourned at 2:33 p.m. Duly adopted at a meeting of the Executive Committee of the Concho Valley Council of Governments this 11th day of January 2012.

Andrew Murr, Chairman

Fred Deaton, Secretary

CVCOG

Check/Voucher Register

From 11/1/2011 Through 11/30/2011

Document Nu...	Document Date	Name	Transaction Description	Document Amount
162246	11/4/2011	CT CUBE DBA WEST CENT...	September 2011 Wireless Svc/Wireless Database	6,552.00
162247	11/4/2011	CONCHO VALLEY COUNCI...	October 2011 P-Card Service	12,845.69
162271	11/4/2011	TEXAS ASSOCIATION OF R...	TARC Membership Service Fees for October 2010 to September 2	6,635.53
162275	11/4/2011	VERIZON BUSINESS	Bill Payer ID#Y2600796; September 2011 Router Svc	3,722.40
162276	11/4/2011	VERIZON BUSINESS	Summary Bill#93284792; CPE/Router-Modem Maint & Data Transpo	2,810.58
162278	11/4/2011	VERIZON SOUTHWEST	Acct# 10 5178 2807526799 07; TN#325-197-0055	4,655.65
162281	11/4/2011	VERIZON SOUTHWEST	Acct# 325-197-0094; Oct 19 to Nov 18, 2011 Networking DSI(TI	5,840.22
162291	11/4/2011	VERIZON SOUTHWEST	Acct# 10 5178 2876717417 01; TN#325-197-0057	7,515.18
162312	11/10/2011	AMERITAS LIFE INSURANC...	November 2011 Premium - Coverage 11/1/11 to 11/30/11	4,561.32
162318	11/10/2011	BEN E. KEITH FOODS	Food/Non-Food items for Big Lake	2,630.27
162320	11/10/2011	BLUECROSS BLUESHIELD	Acct#029143 - November 2011 Health Ins Premium	66,878.13
162325	11/10/2011	CGKC&H RCLP NO. 2 DBA ...	September 2011 - Wireless Svc and Wireless Database	3,312.00
162349	11/10/2011	INTRADO, INC.	Customer# STATET13; Svc September 2011	5,193.99
162384	11/10/2011	WEST ENTERPRISES	Supplies	2,143.66
162403	11/18/2011	CITY OF BRADY	October 2011 Congregate Meals	2,854.41
162425	11/18/2011	CITY OF BRADY	October 2011 Home Delivered Meals	2,910.48
162429	11/18/2011	KIMBLE COUNTY	October 2011 Home Delivered Meals	2,826.45
162434	11/18/2011	PURCHASE POWER	Replenish Postage in Meter - Electronic Replenishment	2,000.00
162444	11/18/2011	SAN ANGELO ISD	Year 8 Cumulative Expenditures 10/31/2011	280,955.01
162451	11/18/2011	WTU BUSINESS	Service for 2801 W Loop 306, Suite A - San Angelo, TX 9/27	3,483.60
162455	11/28/2011	AFLAC	Acct J5711; December 2011 Premium	2,255.30
162458	11/28/2011	CITY OF SAN ANGELO AGL...	October 2011 Congregate Meals	9,977.76
162462	11/28/2011	CORPORATION FOR TEXAS...	Membership Dues for FY 11-12	5,000.00
162474	11/28/2011	FORT DEARBORN LIFE INS...	AcctGF202115; December 2011 Life Ins Premium	2,865.64
162474	11/28/2011	SOUTHLAND PARK OF ANG...	December 2011 Rent-2801 W Loop 306, Suite A, San Angelo, TX	26,000.00
Report Total				476,425.27

Travel Reimbursement Rates*Updated Dec. 29, 2011 – [View Changes](#)***Fiscal 2012****Employees**

In-State or Out-of-State Meals and Lodging	<p>Refer to the GSA's federal <u>Domestic Maximum Per Diem Rates</u>.</p> <p>If the city is not listed, but the county is listed; use the rate of the county.</p> <p>For areas not listed (city or county), the rates are:</p> <ul style="list-style-type: none"> • Lodging In-State/Out-of-State: up to \$77 • Meals In-State/Out-of-State: up to \$46
Non-overnight Meals	Not to exceed \$36
Automobile Mileage	<p>55.5 cents per mile (Jan. 1 – Dec. 31, 2012)</p> <p>55.5 cents per mile (July 1 – Dec. 31, 2011)</p> <p>51 cents per mile (Jan. 1 – June 30, 2011)</p> <p>50 cents per mile (Jan. 1 – Dec. 31, 2010)</p>
Aircraft Mileage	<p>Single-engine aircraft: 40 cents per mile</p> <p>Twin-engine aircraft: 50 cents per mile</p> <p>Turbine-powered or other aircraft: 50 cents per mile</p>

Fiscal 2011

Employees

<p>In-State Meals and Lodging</p>	<p>Refer to the GSA's federal <u>Domestic Maximum Per Diem Rates</u>.</p> <p>If the city is not listed, but the county is listed; use the rate of the county.</p> <p>For areas not listed (city or county), the rates are:</p> <ul style="list-style-type: none"> • Lodging In-State: up to \$85 • Meals In-State: up to \$36
<p>Out-of-State Meals and Lodging</p>	<p>Refer to the GSA's federal <u>Domestic Maximum Per Diem Rates</u>.</p> <p>For areas not listed, use the rate for the nearest city or county.</p>
<p>Non-overnight Meals</p>	<p>Not to exceed \$36</p>
<p>Automobile Mileage</p>	<p>55.5 cents per mile (July 1 – Dec. 31, 2011) 51 cents per mile (Jan. 1 – June 30, 2011) 50 cents per mile (Jan. 1 – Dec. 31, 2010)</p>
<p>Aircraft Mileage</p>	<p>Single-engine aircraft: 40 cents per mile Twin-engine aircraft: 50 cents per mile Turbine-powered or other aircraft: 50 cents per mile</p>

Monthly Travel Report 1/1/2012

Name & Title	Request Travel To	Dates of Travel	Purpose	Cost
Bright, Jim - AAA Outreach Coordinator	Austin, TX	1/22-1/25/2012	DADS Access & Assistance Training	* \$996.50
Cline, Karen - AAA Ombudsman	Austin, TX	1/22-1/25/2012	DADS Access & Assistance Training	* \$662.50
Cline, Karen - AAA Ombudsman	Abilene, TX	1/18/2012	Quarterly Ombudsman Training	* \$94.50
Fernandez, Vickie - AAA Care Coordination	Austin, TX	1/22-1/25/2012	DADS Access & Assistance Training	* \$662.50
Gaynor-Little, Elizabeth - AAA Caregiver	Austin, TX	1/22-1/25/2012	DADS Access & Assistance Training	* \$662.50
Lockhart, Terry - AAA Director	Austin, TX	1/22-1/25/2012	DADS Access & Assistance Training	* \$996.50
Morris, Sandra-AAA Benefits Counselor	Austin, TX	1/22-1/25/2012	DADS Access & Assistance Training	* \$662.50
Ogle, Tracy - Property Dir./Exec. Admin Assist.	Austin, TX	1/22-1/25/2012	DADS Access & Assistance Training	* \$662.50
Scott, Sean- Transportation Director	Austin, TX	1/24-1/26/2012	TXDOT Semi Annual Operators Meeting	* \$697.24

* Estimated Costs
TRIP-CANCELED

**Monthly Travel Report
2/1/2012**

Name & Title	Request Travel To	Dates of Travel	Purpose	Cost
Fernandez, Vickie - AAA Care Coordination Gaynor-Little, Elizabeth - AAA Caregiver	Phoenix, AZ Phoenix, AZ	2/14-2/17/2012 2/14-2/17/2012	Certification for Master Trainer Certification for Master Trainer	* \$2,842.00 * \$2,842.00
Ramsey, Beatrice - CERT Coordinator	Anaheim, CA	2/21-2/24/2011	2012 Public Health Preparedness Summit	* \$1,649.30

* Estimated Costs
~~TRIP-CANCELED~~