



CONCHO VALLEY
COUNCIL OF GOVERNMENTS

EXECUTIVE COMMITTEE MEETING

Wednesday, May 17, 2023 at 2:00 p.m.
Concho Valley Council of Governments
5430 Link Rd, San Angelo, Texas 76904 and via Teleconference

The meeting place is accessible to persons with disabilities. If assistance is needed to observe or comment, please call the CVCOG office at 325-944-9666 at least 24 hours prior to the meeting.

Join By Zoom Teleconference - <https://us06web.zoom.us/j/85442287954>

***Meeting ID: 854 4228 7954 *Passcode: 905855**

833 548 0282 US Toll-free

877 853 5247 US Toll-free

888 788 0099 US Toll-free

833 548 0276 US Toll-free

Agenda

NOTICE: The Concho Valley Council of Governments may discuss, deliberate and take all appropriate action on any matter listed on this Agenda. Items on this Agenda may be taken out of the order listed. The Executive Committee reserves the right to deliberate in closed session pursuant to 551 of the Texas Government Code. Public comment is limited to five minutes per person on any agenda item.

BUSINESS

1. Determination of Quorum and Call to Order
2. Invocation and Pledge of Allegiance
3. Public Comment
4. Consent Agenda
 - a. Consider and take appropriate action concerning the minutes from the April 12, 2023 Meeting.
 - b. Consider and take appropriate action concerning the Staff Travel Report March 2023.

REGULAR AGENDA

5. Consider and take appropriate action concerning Checks in excess of \$2,000 for March 2023.
6. Consider and take appropriate action concerning a revision to the CVCOG Cash Management Policy.
7. Consider and take appropriate action concerning a revision to the CVCOG Accounts Payable Policy.
8. Consider and take appropriate action concerning the Budget Comparison Report for Head Start Nutrition FY 22 - 23 Grant H04, YTD October 1, 2022 through March 31, 2023.
9. Consider and take appropriate action concerning the Budget Comparison Report for Head Start Grant H03 FY 22-23, YTD June 1, 2022 through March 31, 2023.
10. Consider and take appropriate action concerning the Budget Comparison Report for Head Start Funding Grant 829, ARP and CRRSA, YTD June 1, 2021 through March 31, 2023.

- 11. Consider and take appropriate action concerning the Head Start Credit Card/Open Account Summary for March 2023.
- 12. Consider and take appropriate action concerning the approval to apply for one-time supplemental funding through the Office of Head Start to install cameras in all classrooms.
- 13. Consider and take appropriate action concerning the approval of an incentive bonus for all Head Start staff, up to \$1,000 based on leave balances and hire date.
- 14. Consider and take appropriate action concerning the Criminal Justice Advisory Committee Bylaws.
- 15. Consider and take appropriate action concerning the Criminal Justice Advisory Committee Regional Strategic Plan.
- 16. Consider and take appropriate action concerning the Criminal Justice Advisory Committee's Prioritization of Funding Year 2024 Justice Assistance Grant.
- 17. Consider and take appropriate action concerning the Criminal Justice Advisory Committee's Prioritization of Funding Year 2024 Juvenile Justice Truancy Prevention Grant.
- 18. Consider and take appropriate action concerning the Criminal Justice Advisory Committee's Prioritization of Funding Year 2024 Violence Against Women Act Grant.
- 19. Consider and take appropriate action concerning the Criminal Justice Advisory Committee's Prioritization of Funding Year 2024 Victim of Crime Act Grant.

20. INFORMATION ITEMS AND REPORTS

- a. Presentation by Justin DeLoach, Interim Executive Director of the Children's Advocacy of Greater West Texas
- b. Toni Roberts, Director of AaA, May – Older Americans Month
- c. Review of the CVCOG Monthly Financials for March 2023
- d. CVCOG Head Start Director's Report
- e. OHS Monitoring Review Report
- f. Procurement Report
- g. Executive Director's Report – John Austin Stokes

21. Consideration of any other business.

22. ADJOURNMENT

The Concho Valley Council of Governments reserves the right to conduct an executive/closed session at any time during the course of this meeting to discuss any matter listed on the agenda posted for this meeting, as needed, pursuant to one or more authorized and applicable exceptions to an open meeting described in Chapter 551 of the Texas Government Code (the Texas Open Meeting Act), including but not limited to the following statutory exceptions: Texas Government Code Sections 551.071 and 551.129 (Consultation with Attorney), 551.072 (Deliberation Regarding Real Property), 551.073 (Deliberation Regarding Prospective Gift or Donation), 551.074 (Personnel Matters), 551.076 and 551.089 (Deliberation Regarding Security Devices or Security Audits), or 551.087 (Deliberation Regarding Economic Development Negotiations).

Posted in accordance with the Texas Government Code, Title V, Chapter 551, Section .053 this, 9th day of May 2023.



Erin Hernandez, Assistant Executive Director



CONCHO VALLEY
COUNCIL OF GOVERNMENTS

EXECUTIVE COMMITTEE MEETING MINUTES
Wednesday, April 12, 2023

The Executive Committee of the Concho Valley Council of Governments met on Wednesday, April 12, 2023 at 5430 Link Rd., San Angelo, Texas 76904 and via Zoom Teleconference.

Members present were:

Jim O'Bryan, Chairman, Reagan County Judge
Brandon Corbin, Vice-Chairman, Menard County Judge
Molly Criner, Secretary, Irion County Judge
Hal Spain, Coke County Judge
Sheree Hardin, Mason County Judge (via Zoom)
David Dillard, Concho County Judge
Souli Shanklin, Edwards County Judge
Deborah Horwood, Sterling City Judge
Hal Rose, Kimble County Judge
Jody Harris, Sutton County Judge
Frank Trull, McCulloch County Judge
Charlie Bradley, Schleicher County Judge
Bill Dendle, San Angelo ISD Board Member
Frank Tambunga, Crockett County Judge
Lane Carter, Tom Green County Judge

Members absent were:

Lucy Gonzales, COSA Council Member, District 4

BUSINESS

Chairman Judge Jim O'Bryan announced the presence of a quorum and called the meeting to order at 2:00 p.m.

Judge Frank Tambunga gave the invocation and led the Pledge of Allegiance.

There was no public comment.

APPROVAL of the Consent Agenda

- a. Judge Hal Spain made a motion to approve the Meeting Minutes from March 15, 2023. Judge Deborah Horwood seconded the motion. No questions or discussion. The motion passed unanimously.
- b. Judge Hal Spain made a motion to approve the Staff Travel report from January 2023. Judge Deborah Horwood seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of Checks

The checks in excess of \$2,000 written for February 2023 were presented by Director of Finance, Brandon Sanders. Judge Souli Shanklin made a motion to approve the checks as presented. Judge Charlie Bradley seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the Budget Comparison for Head Start Nutrition Grant H04

Carolina Raymond, Director of Head Start, presented the Budget Comparison Report for Head Start Nutrition FY 22-23 Grant H04, YTD October 1, 2022 through February 28, 2023 for approval. Judge Charlie Bradley made a motion to approve Budget Comparison Report as presented. Judge Hal Rose seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the Budget Comparison for Head Start Nutrition Grant H03

Carolina Raymond, Director of Head Start, presented the Budget Comparison Report for Head Start Nutrition FY 22-23 Grant H03, YTD June 1, 2022 through February 28, 2023 for approval. Judge Souli Shanklin made a motion to approve Budget Comparison Report as presented. Board Member Bill Dendle seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the Budget Comparison for Head Start Funding Grant 829, ARP and CRRSA

Carolina Raymond, Director of Head Start, presented the Budget Comparison Report for Head Start Funding Grant 829, ARP and CRRSA FY 21-22 YTD June 1, 2021 through February 28, 2023 for approval. Judge Brandon Corbin made a motion to approve Budget Comparison Report as presented. Judge Molly Criner seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the Head Start Credit Card/Open Account Summary Transactions

Carolina Raymond, Director of Head Start, presented the CVCOG Head Start Credit Card/Open Account Summary Transactions for the month of February 2023 for approval. Judge Molly Criner made a motion to approve the summary of transactions as presented. Judge Frank Tambunga seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the Head Start COLA and Quality Improvement funds

Carolina Raymond, Director of Head Start, presented the Head Start COLA and Quality Improvement funds for approval. Judge Souli Shanklin made a motion to approve the request as presented. Judge Deborah Horwood seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the Head Start Self-Assessment Goals for the 22-23 School Year

Carolina Raymond, Director of Head Start, presented the Head Start Self-Assessment Goals for the 22-23 School Year for approval. Judge Souli Shanklin made a motion to approve the closure as presented. Judge Hal Spain seconded the motion. The motion passed unanimously.

APPROVAL of the Head Start approval for Finance Director

Carolina Raymond, Director of Head Start, presented the request for the Head Start approval of Finance Director, Brandon Sanders. Judge Board Member Bill Dendle made a motion to approve the request as presented. Judge Charlie Bradley seconded the motion. The motion passed unanimously.

APPROVAL of the Resolution for Grant 1480418

Nicole Nixon presented the Resolution for Grant 1480418 for approval. Judge Charlie Bradley made a motion to approve resolution as presented. Judge Molly Criner seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the Resolution for Grant 1484324

Nicole Nixon presented the Resolution for Grant 1484324 for approval. Judge Charlie Bradley made a motion to approve resolution as presented. Judge Molly Criner seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the Resolution for Grant 2952909

Nicole Nixon presented the Resolution for Grant 2952909 for approval. Judge Charlie Bradley made a motion to approve resolution as presented. Judge Molly Criner seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the Resolution for Grant 3973004

Nicole Nixon presented the Resolution for Grant 3973004 for approval. Judge Charlie Bradley made a motion to approve resolution as presented. Judge Molly Criner seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the Resolution for Grant 4720701

Nicole Nixon presented the Resolution for Grant 4720701 for approval. Judge Charlie Bradley made a motion to approve resolution as presented. Judge Molly Criner seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the Proposed Revisions for the CVT Handbook

Felicitee Jones, Director of Human Resources, presented the proposed revisions for the CVT handbook. Judge Souli Shanklin made a motion to approve the proposed revisions as presented. Judge Charlie Bradley seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of Resolution 23-04121, Delegation of Signature Authority for CVCOG

Erin Hernandez, Assistant Executive Director, presented Resolution 23-04121, Delegation of Signature Authority for CVCOG. Judge Brandon Corbin made a motion to approve the resolution as presented. Judge Charlie Bradley seconded the motion. Judge Lane Carter abstained from the vote. No questions or discussion. The motion passed unanimously.

INFORMATION ITEMS & REPORTS

- a. Mike Burnett, Executive Director of the Concho Valley Community Action Agency did an informational presentation for the Executive Committee. Mr. Burnett gave a synopsis of the CVCAA's mission and purpose.
- b. Brandon Sanders, Director of Finance, gave the report of the CVCOG Monthly Financials for February 2023. He gave an overview of the balance sheet, schedule of revenue and cash flow.
- c. Jaylon Seales, Contract & Open Records Manager, provided the following informational item: Notification of formal solicitation to secure contractor for Managed IT Services.
- d. Carolina Raymond, Director of Head Start, gave a report on the operations, enrollment and disability numbers, and state of the Head Start and Early Head Start Centers.
- e. John Austin Stokes, Executive Director, recognized Nancy Ianuario for her retirement.

ADJOURNMENT

There being no further items to discuss, Judge Charlie Bradley made a motion to adjourn the meeting. Judge Frank Tambunga seconded the motion. Chairman Jim O'Bryan adjourned the meeting at 2:59 p.m.

Duly adopted at a meeting of the Executive Committee of the Concho Valley Council of Governments on this 17th day of May, 2023.

Judge Jim O'Bryan - Chairman

Judge Brandon Corbin, Vice-Chairman

CVCOG
Check/Voucher Register
From 3/1/2023 Through 3/31/2023

Docum... Number	Document Date	Name	Transaction Description	Document Amount
193541	3/1/2023	A-TEX RESTAURANT SUPPLY, INC	Atosa proofer insulated 120v 18 slots-w plug for Day HS/EHS	2,500.00
193542	3/1/2023	BANK & TRUST	Health Savings Act for payroll 2/28/2023	5,029.65
193543	3/1/2023	CARDMEMBER SERVICE	February 2023 credit card payment	3,847.36
193544	3/1/2023	CHRISTOVAL ISD	Christoval ISD for early childhood teacher salary for March	2,300.00
193547	3/1/2023	CTWP	Copier Lease January 2023 12/28/2022 - 01/27/2023	2,212.26
193548	3/1/2023	CVCOG TRANSIT DISTRICT	Urban Trips 01/23	3,817.50
193551	3/1/2023	HELPING HANDS FOR THE ELDERLY, INC.	HDM Meals HH 01-23	3,270.96
	3/1/2023	HELPING HANDS FOR THE ELDERLY, INC.	Congregate Meals HH 01-23	2,911.47
193557	3/1/2023	NATIONWIDE RETIREMENT SOLUTIONS	NACO & Roth 457B payroll 2/28/2023	3,855.00
193567	3/8/2023	AFLAC	J5711 Employees Premium 02/01/2023 - 02/28/2023	8,547.92
193568	3/8/2023	All Star Pro Services LLC	Purchase of sidewalk repair for Day Head Start site to impro	4,982.40
193569	3/8/2023	AMERICAN UNITED LIFE INSURANCE COMPANY	G 00620509 Employees Life Premium 03/01/2023 - 03/31/2023	8,632.17
193570	3/8/2023	Black Plumbing Services LLC	Replace grease trap at Eden HS	4,985.00
193571	3/8/2023	BLUE CROSS AND BLUE SHIELD OF TEXAS	029143 CVCOG Group Health Ins 03/01/2023 - 03/31/2023	169,853.72
193575	3/8/2023	TEXAS DEPARTMENT OF INFORMATION RESOURCES	911 Cstmr Code PA30000TSD ESINet AVPN Managed Circuits	29,075.04
193583	3/8/2023	TXU ENERGY RETAIL COMPANY LLC	Electricity for Eden, Menard, Ozona, Blackshear, Rio Vista,	3,123.27
193587	3/15/2023	AMERITAS LIFE INSURANCE CORP	010-028641-00001 Employees Premium 02/01/2023 - 02/28/2023	8,750.96
193591	3/15/2023	BANK & TRUST	Health Savings Act for payroll 3/15/2023	5,029.65
193594	3/15/2023	CITY OF BRADY	Congregate Meals Brady 01-23	2,261.85
	3/15/2023	CITY OF BRADY	HDM Meals Brady 01-23	6,236.45
193595	3/15/2023	CITY OF SAN ANGELO AGING PROGRAM	Congregate Meals COSA 01-23	16,187.58
193597	3/15/2023	CITY OF SONORA	HDM SONORA 01-23	10,408.14
193598	3/15/2023	COKE COUNTY	AaA: HDM Meals Coke 01-23	3,249.90
193602	3/15/2023	CVCOG TRANSIT DISTRICT	Urban Trips - 1157 Trips for 02/01/2023 to 02/28/2023.	32,396.00
	3/15/2023	CVCOG TRANSIT DISTRICT	Head Start maintenance work for Blackshear, Day, and Rio Vis	7,475.00
	3/15/2023	CVCOG TRANSIT DISTRICT	Head Start maintenance work for Blackshear, Day, and Rio Vis	3,120.00
193610	3/15/2023	LAKESHORE LEARNING MATERIALS	Purchase of classroom supplies RV HS/EHS	3,486.76
	3/15/2023	LAKESHORE LEARNING MATERIALS	Purchase of supplies for RV EHS	2,855.90
193615	3/15/2023	MASON COUNTY	Congregate Meals MASON 01-23	4,877.72
	3/15/2023	MASON COUNTY	HDM MASON 01-23	8,719.20
193618	3/15/2023	NATIONWIDE RETIREMENT SOLUTIONS	NACO & Roth 457B payroll 3/15/2023	3,865.00
193622	3/15/2023	Raptor Technologies LLC	Purchase of visitor management system for Day and Rio Head S	6,392.00
193629	3/15/2023	Sysco West Texas	Day nutrition for children & kitchen supplies	2,960.26
	3/15/2023	Sysco West Texas	RV nutrition for children & kitchen supplies	2,221.00
	3/15/2023	Sysco West Texas	RV nutrition for children & kitchen supplies	2,184.59
	3/15/2023	Sysco West Texas	Menard nutrition for children & kitchen supplies	2,234.33
193636	3/15/2023	VERIZON BUSINESS-15043	911 MPLS Network Port Access- Partial DS1, CPE Maint on Rout	102,316.00
193637	3/15/2023	VGI TECHNOLOGY, INC	Installation of access control system at Rio Vista Head Star	7,075.12
193645	3/22/2023	KIMBLE COUNTY	Congregate Meals KMOW 02-23	2,114.04

CVCOG
 Check/Voucher Register
 From 3/1/2023 Through 3/31/2023

Docum... Number	Document Date	Name	Transaction Description	Document Amount
193649	3/22/2023	MENARD COUNTY	HDM Meals Menard 01-23	3,577.07
193651	3/22/2023	Sysco West Texas	Day food for children	2,637.22
	3/22/2023	Sysco West Texas	Nutritional items for Day HS/EHS	3,642.19
	3/22/2023	Sysco West Texas	Nutritional items for RV HS/EHS	3,630.89
	3/22/2023	Sysco West Texas	Nutritional items for RV HS/EHS	2,414.37
	3/22/2023	Sysco West Texas	Nutritional items for Day HS/EHS	2,582.29
	3/22/2023	Sysco West Texas	nutritional items for RV HS/EHS	2,273.02
193654	3/22/2023	TXU ENERGY RETAIL COMPANY LLC	Electricity for Eden, Menard, Ozona, Blackshear, Rio Vista,	3,334.94
193662	3/29/2023	Angelo Painters	Classroom and bathroom exterior paint for RV HS	11,870.00
	3/29/2023	Angelo Painters	Classroom and bathroom exterior paint for Day HS	5,425.00
193667	3/29/2023	BANK & TRUST	Health Savings Act for payroll 3/31/2023	4,983.98
193670	3/29/2023	CITY OF BRADY	Congregate Meals Brady 02-23	2,244.11
	3/29/2023	CITY OF BRADY	HDM Meals Brady 02-23	6,021.40
193671	3/29/2023	CITY OF SAN ANGELO AGING PROGRAM	Congregate Meals COSA 02-23	15,365.63
193673	3/29/2023	CITY OF SONORA	HDM SONORA 02-23	9,437.15
193674	3/29/2023	COKE COUNTY	HDM Meals Coke 02-23	2,753.10
193675	3/29/2023	CVCOG TRANSIT DISTRICT	Urban Trips 02/23	4,170.00
193678	3/29/2023	MARK HARDIN	Contract hours worked for period 12/10/22 through 01/31/23.	4,024.44
193679	3/29/2023	HELPING HANDS FOR THE ELDERLY, INC.	Congregate Meals HH 02-23	2,276.57
	3/29/2023	HELPING HANDS FOR THE ELDERLY, INC.	HDM Meals HH 02-23	2,904.57
193681	3/29/2023	LAKESHORE LEARNING MATERIALS	Purchase of Cots, cot carriers, and cot sheets for Rio Vista	52,182.55
193682	3/29/2023	MASON COUNTY	Congregate Meals MASON 02-23	3,305.46
	3/29/2023	MASON COUNTY	HDM MASON 02-23	6,006.56
193683	3/29/2023	MENARD COUNTY	HDM Meals Menard 02-23	3,509.94
193689	3/29/2023	Sysco West Texas	Nutritional items for Day HS/EHS	3,373.31
586	3/16/2023	CB Amazon	HS/EHS Day, RV: 48x48 Cork Boards	4,647.50
591	3/16/2023	CB Axon	field equipment for law enforcement officers CB PS	2,173.55
602	3/16/2023	CB Concho Valley Electric Cooperative, Inc.	Link & CVT: Elec srv for acct 1012826 11/20/22 -12/20/22	2,787.35
611	3/16/2023	CB Frontier Communications	911 Selective Routing 01/19/23 - 02/18/23 CBG	6,521.58
621	3/16/2023	CB Lakeshore Learning	RV EHS for chairs and table CBG	2,252.63
Report Total				687,689.54

CASH MANAGEMENT

OBJECTIVES

The objectives of the following cash processes are to ensure that:

- All cash which should have been received has in fact been received and recorded promptly and accurately
- Cash disbursements have been made only for authorized business purposes and have been properly recorded
- Cash on hand and in bank is accurately stated and subject to appropriate safeguards
- Cash balances are maintained at adequate but not excessive levels by monitoring expected cash receipts and disbursements; the ability to invest cash is thereby made known on a timely basis

TYPES OF CASH TRANSACTIONS

Cash is the most liquid of assets and requires additional controls and procedures to safeguard against loss. This chapter addresses the following cash transactions:

Cash Management

Cash Flow Monitoring – for procedures see CASH FLOW MONITORING

Investments – for INVESTMENT POLICY

Collateral Agreements - for procedures see INVESTMENT POLICY

Cash Receipts – for procedures see CASH RECEIPTS

Cash Disbursements – for procedures see PAYABLE PROCEDURES

Bank Reconciliations – for procedures see BANK RECONCILIATIONS

CASH MANAGEMENT

Fund requests are submitted in accordance with the conditions set forth in the various contracts and the financial manual of each agency. Some contracts are on a reimbursement basis; others permit advance either monthly or quarterly.

Reimbursement requests are made from expenses entered in the accounting system, using a modified accrual system. Generally, the accruals are invoiced expenses on hand before the books are closed for that period.

Advance requests are made as late as possible so that cash will not be on hand until needed. The larger expenditures are generally made at the end of the month or the first of the following month. If Agency Award Funds were requested prior to paying vendor, then vendor must be paid within 3 days of receiving the Awarded Funds.

CASH FLOW MONITORING

Cash flow monitoring is a **daily activity** due to constant fluctuations in bank account balances. The purpose of cash flow monitoring is to keep sufficient funds in the different accounts to cover disbursements, while investing all available idle cash. The amount of sufficient funds should be equal to 3-months of incurred expenditures.

Advance Payment

Advance payments over \$120,000 are maintained in interest bearing accounts. Any interest earned, up to \$500, may be retained and used for administrative expenses. Any interest over \$500 will need to be returned to the awarding agency or receive approval to be expended on authorized and approved purchases.

Refund Advance Payments

During the grant close-out process, obligations incurred under the award must be liquidated. All obligations must be liquidated within 45 to 90 days after the end date of the performance period or on the specified terms and conditions of the award. Any balances of unobligated cash advance payments or expenses paid but not authorized, must be promptly refunded.

Comingled Funds

Comingling of funds is not authorized. Comingled funds are funds received for a particular grant which is deposited to an account that also contains other Federal or non-Federal funds and there are no internal controls to separately track the funds for the individual grants. Because grant funds cannot be traced to determine how they are expended, there is no way to determine if the comingled grant funds were expended on allowable costs.

Blended Funds

Blended funds are from more than one program or agency used to conduct the same or closely related activities under a single grant or multiple grants, 200.430(I)(7) authorizes the grantee to account for the combined use of the Federal funds if certain conditions are met. The Uniform Guidance calls this “blended” funding and a grantee would establish a single cost accounting code to account for any blended funds. Approval to blend funds is required.

CVCOG Internal Control

To track funds received, the following internal controls have been developed:

- To keep each grant period separate, a different MIP grant number is assigned for each grant year.
- Specific line-item codes are established for each funding source.
- Program specific deferred revenue accounts are developed.
- Grant ledgers are maintained by MIP grant number.
- Cash Receipts are coded using MIP grant numbers.

Cash flow is not only the result of revenue over expenditures, but is affected by the following which should also be monitored:

- Accounts Receivable
- Accounts Payable
- Capital Expenditures
- Borrowings and debt service
- Contract closings and other “timing” differences

Capital Funding

Some capital expenditures require substantial funds. Depending on the funding source and funding need, a request for hardship funds may be issued, a line of credit may be required, or funds may be pulled 3 days before vendor is to be paid.

Investments

Idle funds in excess of expected disbursements are invested. Funds are invested in accordance with CVCOG’s Public Funds Investment Policy by the appointed Investment Officer as required under Chapter 2256 of the Government Code of the State of Texas. Please see the Investment Policy.

Collateral

Funds are always deposited in a bank insured with Federal Deposit Insurance Corporation (FDIC). Any amounts exceeding FDIC coverage of \$250,000.00 must be collaterally secured. A written copy of the collateral deposit receipts is obtained from the Contractor’s banking institution and maintained on file for monitoring and audit reviews. Please see the Investment Policy.

Process Cash Receipts

1. All persons receiving and/or distributing cash or securities are adequately insured or bonded.
2. All cash receipts are delivered on a daily basis from the Receptionist, who opens the mail, to the Accounting Tech, who stamps checks received “For Deposit Only” and then logs all monies received.
3. All outstanding receipts from grants and contracts are scheduled in advance so that non-receipts on the due date may be promptly investigated.
4. Deposits are issued as necessary.
5. The Director of Finance will maintain a deposit register, in date order, with the following:
 - a. Deposit receipt
 - b. Amounts of individual checks that comprised the deposit
 - c. Any other pertinent information related to the deposit
 - d. The accounting system Cash Receipts Transaction report

Process Cash Disbursements

1. All vendor/supplier disbursements are made by a pre-numbered checks, or ACH transfer.
2. All voided checks are marked "VOID" and the signature is cut out and destroyed, then maintained in a separate Void Folder, in check number order, with the vendor paid copies.
3. Checks made payable to "CASH" are prohibited.
4. Signing checks in advance is prohibited.
5. Blank checks are stored in a secured, locked area.
6. All invoices and supporting documents are presented with checks submitted for signature approval.
7. The appropriate department head and the Executive Director, or Designee, must approve all requests for payment.
8. All invoices for equipment, supplies, etc., must be accompanied by an approved purchase order.
9. Manual checks are not available.

Book Transfers

Through the First Financial Bank website, book transfers can be made to move funds between authorized accounts. Only the Director of Finance or Finance Manager are authorized individuals to make the initial request to transfer funds. Only the Director of Administration or Finance Manager are authorized to approve the initial transfer request.

To request a Book Transfer

- An internal letter is created stating the accounts involved and the amount of funds to be moved, backup documentation to explain reason for transfer should be attached to letter.
- The Executive Director reviews documentation and signs internal letter.
- The signed letter is given to the Director of Finance or Finance Manager to initiate the Book Transfer in the First Financial system. The Director of Finance prints a copy of the transfer from the banking system, attaches it to the signed letter, and then gives the documents to the either the Director of Economic Development.
- The Director of Economic Development issues final approval on the Book Transfer in the First Financial system.

Book Transfers are reflected in the accounting system immediately upon final approval.

Bank Reconciliations

On a monthly basis, bank reconciliations are prepared for all bank accounts by the Director of Finance or the Finance Manager and scanned to the M:drive for audit.

Memo

To: Executive Committee

From: Brandon Sanders – Director of Finance

Date: 5/17/2023

Re: CONSIDER AND TAKE APPROPRIATE ACTION – ITEM 6

ITEM 6

Brandon Sanders, Director of Finance, is seeking consideration and approval for a revision to the CVCOG Cash Management Policy.

Approved at the Executive Committee Meeting on May 17, 2023.

ACCOUNTS PAYABLE POLICY

OBJECTIVES

The objectives of this chapter are to ensure that:

- Payments are made only for goods and services actually received;
- Cash disbursements are processed efficiently and promptly;
- The CVCOG's liabilities and expenses are accurately recorded.

POLICIES

Cash disbursement policies have been established and must be followed in the performance of cash disbursement and accounts payable processes:

- The appropriate Program Director and Finance Compliance must approve all purchases before checks and or ACH payments are issued.
- Purchase orders indicating prior authorization for purchase are used for every purchase of goods and/or equipment (see Procurement).
- All invoices must be accompanied by an approved purchase order.
- The appropriate Program Director must approve all requests for checks/ACH's and purchases.
- All invoices and supporting documents are presented with checks/ACH's when submitting for payment signatures. The Executive Director and/or Assistant Executive Director, and one other Governing Board authorized signer must sign all checks, and or approve of all ACH transactions.
- Invoices under a contractual arrangement:
 - are reviewed for previous payments, outstanding advances, contractor retainages and total contract amount authorized
 - must be coded and have appropriate signatures
- Accounts payable input data is entered by vendor presented invoice number and edited for accuracy before processing.
- W-9 is required for all new vendors.
- Disbursements are made by pre-numbered checks or through ACH transfers.
- All voided checks are marked "VOID", signatures are marked out and destroyed, then filed in a separate folder, in check number order, with the checks that have been paid.
- Checks made payable to "CASH" are prohibited.
- Signing a check in advance is prohibited.
- Blank checks are stored in a secured place.
- Manual checks are issued only in the following circumstances:
 - By instructions from the Executive Director or the Director of Finance

SCHEDULING OF PAYMENTS

All purchase orders received by 5PM on Friday will be processed for payment within ten (10) working days - in other words, by the 2nd Friday following submission. Checks/ ACH Transfers are issued every Tuesday, unless there is an issue. Vendors should be paid at least weekly.

The Finance Department date-stamps all invoices, purchase orders, and other documents with the date they are paid.

If Agency Award Funds were requested prior to paying vendor, then vendor must be paid within 3 days of receiving the Awarded Funds.

Memo

To: Executive Committee

From: Brandon Sanders – Director of Finance

Date: 5/17/2023

Re: CONSIDER AND TAKE APPROPRIATE ACTION – ITEM 7

ITEM 7

Brandon Sanders, Director of Finance, is seeking consideration and approval for a revision to the CVCOG Accounts Payable Policy.

Approved at the Executive Committee Meeting on May 17, 2023.

CVCOG

Summary Budget Comparison - DIR-Grant H04, Head Start Nutrition 22-23
From 10/1/2022 Through 3/31/2023

Account Code	Account Title	YTD Budget \$ - Original	YTD Actual	YTD Budget \$ Variance	Percent Total Budget Used - Original
H04	Grant H04, CACFP Head Start Nutrition FY 22-23				
004	Revenue				
4203	CACFP Prior Year CFDA 10.558	18,773.45	18,773.45	0.00	100.00%
4221	CACFP Nutrition CFDA 10.558	844,459.92	309,727.87	534,732.05	36.67%
Total 004	Revenue	863,233.37	328,501.32	534,732.05	38.05%
407	Head Start Nutrition				
5110	General Wages	45,177.55	17,710.25	27,467.30	39.20%
5151	Medicare Tax	655.08	206.08	449.00	31.45%
5172	Workers Comp Insurance	986.79	414.93	571.86	42.04%
5173	SUTA	18.00	13.74	4.26	76.33%
5174	Health Insurance Benefit	19,163.41	7,080.57	12,082.84	36.94%
5175	Dental Insurance Benefit	741.12	258.15	482.97	34.83%
5176	Life Insurance Benefit	357.81	119.88	237.93	33.50%
5177	HSA Insurance Benefit	1,961.00	340.97	1,620.03	17.38%
5181	Retirement	5,024.88	2,015.07	3,009.81	40.10%
5199	Indirect Allocation	4,604.62	1,736.62	2,868.00	37.71%
5291	Contract Services	35,000.00	6,651.00	28,349.00	19.00%
5295	HS Nutrition Service	688,138.40	226,438.33	461,700.07	32.90%
5513	HS Food Serv Sup	61,204.71	60,951.66	253.05	99.58%
5753	Dues and fees	200.00	19.36	180.64	9.68%
Total 407	Head Start Nutrition	863,233.37	323,956.61	539,276.76	37.53%
Report		0.00	4,544.71	4,544.71	100.00%

CVCOG

Summary Budget Comparison - DIR-Grant H03, Head Start FY 22-23
From 6/1/2022 Through 3/31/2023

Account Code	Account Title	YTD Budget \$ - Original	YTD Actual	YTD Budget \$ Variance - Original	Percent Total Budget Used - Original
H03	HHS-ACF Grant H03, Head Start FY 22-23 06CH010970-04				
004	Revenue				
4173	HHS-ACF Head Start CFDA 93.600	6,808,571.00	5,346,285.69	1,462,285.31	78.52%
4411	IK Contributions	1,676,068.00	1,700,540.66	(24,472.66)	101.46%
Total 004	Revenue	8,484,639.00	7,046,826.35	1,437,812.65	83.05%
400	Head Start CAN NO 9-G064122				
5110	General Wages	2,292,927.58	1,851,711.00	441,216.58	80.75%
5118	General Overtime Hours	100.00	81.25	18.75	81.25%
5119	Holiday Work Time	250.00	238.62	11.38	95.44%
5150	Vacation Time Allocation	26,006.69	21,419.73	4,586.96	82.36%
5151	Medicare Tax	35,423.67	25,821.22	9,602.45	72.89%
5172	Workers Comp Insurance	14,830.61	12,249.32	2,581.29	82.59%
5173	SUTA	3,179.38	662.41	2,516.97	20.83%
5174	Health Insurance Benefit	552,498.01	464,718.22	87,779.79	84.11%
5175	Dental Insurance Benefit	23,487.00	19,247.31	4,239.69	81.94%
5176	Life Insurance Benefit	19,020.77	13,480.92	5,539.85	70.87%
5177	HSA Insurance Benefit	22,030.80	17,192.83	4,837.97	78.03%
5181	Retirement	262,431.81	214,309.06	48,122.75	81.66%
5199	Indirect Allocation	201,614.68	163,365.95	38,248.73	81.02%
5206	HR Service Center	158,173.00	121,584.33	36,588.67	76.86%
5207	Procurement Service Center	68,800.00	66,155.79	2,644.21	96.15%
5208	Information Technology Service Center	60,258.00	48,433.86	11,824.14	80.37%
5291	Contract Services	54,342.00	51,555.02	2,786.98	94.87%
5293	HS Health & Disab Svc	322.00	175.89	146.11	54.62%
5294	HS Policy Council	2,000.00	75.16	1,924.84	3.75%
5295	HS Nutrition Service	-	12.50	(12.50)	100.00%
5296	HS Parent Service	4,304.00	283.77	4,020.23	6.59%
5309	Travel-In Region	4,644.00	2,291.10	2,352.90	49.33%
5413	HS Site Rent	126,233.00	112,922.76	13,310.24	89.45%
5433	HS Site Center Utilities	99,273.00	77,139.72	22,133.28	77.70%
5451	Facility Allocation	45,760.00	24,243.48	21,516.52	52.97%
5453	HS Site Center Bldg Maint	141,622.00	87,356.98	54,265.02	61.68%
5510	Supplies	93,377.00	37,205.06	56,171.94	39.84%
5512	HS Class Room Supplies	144,287.00	46,740.49	97,546.51	32.39%
5514	HS Medical Supplies	2,937.00	1,843.66	1,093.34	62.77%
5515	HS Disability Supplies	4,489.00	12.54	4,476.46	0.27%
5518	HS Diapers and Wipes	13,000.00	5,429.88	7,570.12	41.76%
5622	Internal Computer/Software	22,386.00	9,012.54	13,373.46	40.25%
5632	Copier	22,895.00	19,130.80	3,764.20	83.55%
5711	Insurance	9,268.00	6,069.71	3,198.29	65.49%
5721	Printing	5,412.00	-	5,412.00	0.00%

CVCOG

Summary Budget Comparison - DIR-Grant H03, Head Start FY 22-23
From 6/1/2022 Through 3/31/2023

Account Code	Account Title	YTD Budget \$ - Original	YTD Actual	YTD Budget \$ Variance - Original	Percent Total Budget Used - Original
5722	Ads & Promotions	3,483.00	-	3,483.00	0.00%
5753	Dues and fees	4,310.00	3,154.57	1,155.43	73.19%
5760	HS Site Center Communications	17,519.00	14,069.76	3,449.24	80.31%
5762	Postage/freight	876.00	706.02	169.98	80.59%
5796	Safety	1,098.00	821.63	276.37	74.82%
Total 400	Head Start CAN NO 9-G064122	4,564,869.00	3,540,924.86	1,023,944.14	77.57%
401	Early Head Start CAN NO 9-G064122				
5110	General Wages	1,244,200.12	991,746.47	252,453.65	79.70%
5118	General Overtime Hours	100.00	44.92	55.08	44.92%
5119	Holiday Work Time	100.00	41.34	58.66	41.34%
5150	Vacation Time Allocation	5,749.31	4,652.35	1,096.96	80.92%
5151	Medicare Tax	16,884.66	13,822.24	3,062.42	81.86%
5172	Workers Comp Insurance	7,543.15	5,865.53	1,677.62	77.75%
5173	SUTA	1,407.30	380.47	1,026.83	27.03%
5174	Health Insurance Benefit	314,006.68	265,133.43	48,873.25	84.43%
5175	Dental Insurance Benefit	13,536.00	10,939.94	2,596.06	80.82%
5176	Life Insurance Benefit	10,387.57	7,326.04	3,061.53	70.52%
5177	HSA Insurance Benefit	14,520.50	12,325.91	2,194.59	84.88%
5181	Retirement	141,874.44	114,856.36	27,018.08	80.95%
5199	Indirect Allocation	108,936.27	88,088.50	20,847.77	80.86%
5206	HR Service Center	48,752.00	33,280.15	15,471.85	68.26%
5207	Procurement Service Center	21,456.00	16,618.48	4,837.52	77.45%
5208	Information Technology Service Center	19,068.00	12,736.94	6,331.06	66.79%
5291	Contract Services	678.00	639.98	38.02	94.39%
5293	HS Health & Disab Svc	678.00	51.36	626.64	7.57%
5294	HS Policy Council	274.00	21.95	252.05	8.01%
5296	HS Parent Service	1,000.00	266.78	733.22	26.67%
5309	Travel-In Region	356.00	195.61	160.39	54.94%
5413	HS Site Rent	36,617.00	36,027.24	589.76	98.38%
5433	HS Site Center Utilities	28,873.00	23,720.92	5,152.08	82.15%
5451	Facility Allocation	7,231.00	5,417.36	1,813.64	74.91%
5453	HS Site Center Bldg Maint	28,656.60	28,804.68	(148.08)	100.51%
5510	Supplies	27,829.00	17,280.43	10,548.57	62.09%
5512	HS Class Room Supplies	21,426.40	15,792.36	5,634.04	73.70%
5514	HS Medical Supplies	1,763.00	538.31	1,224.69	30.53%
5515	HS Disability Supplies	1,311.00	-	1,311.00	0.00%
5518	HS Diapers and Wipes	10,000.00	5,666.39	4,333.61	56.66%
5622	Internal Computer/Software	4,926.00	2,631.54	2,294.46	53.42%
5632	Copier	4,834.00	4,086.12	747.88	84.52%
5711	Insurance	1,486.00	748.24	737.76	50.35%

CVCOG

Summary Budget Comparison - DIR-Grant H03, Head Start FY 22-23
From 6/1/2022 Through 3/31/2023

Account Code	Account Title	YTD Budget \$ - Original	YTD Actual	YTD Budget \$ Variance - Original	Percent Total Budget Used - Original
5721	Printing	438.00	221.72	216.28	50.62%
5722	Ads & Promotions	17.00	-	17.00	0.00%
5753	Dues and fees	1,109.00	597.93	511.07	53.91%
5760	HS Site Center Communications	4,142.00	3,237.59	904.41	78.16%
5762	Postage/freight	121.00	-	121.00	0.00%
5796	Safety	592.00	239.75	352.25	40.49%
Total 401	Early Head Start CAN NO 9-G064122	2,152,880.00	1,724,045.33	428,834.67	80.08%
402	Head Start T&TA CAN NO 9-G064120				
5308	Head Start T & T A	61,964.00	53,685.65	8,278.35	86.64%
Total 402	Head Start T&TA CAN NO 9-G064120	61,964.00	53,685.65	8,278.35	86.64%
403	Early Head Start T&TA CAN NO 9-G064121				
5308	Head Start T & T A	28,858.00	27,629.85	1,228.15	95.74%
Total 403	Early Head Start T&TA CAN NO 9-G064121	28,858.00	27,629.85	1,228.15	95.74%
409	Head Start InKind				
6791	InKind Other	1,676,068.00	1,700,540.66	(24,472.66)	101.46%
Total 409	Head Start InKind	1,676,068.00	1,700,540.66	(24,472.66)	101.46%

CVCOG

Summary Budget Comparison - DIR-Grant H03, Head Start FY 22-23
From 6/1/2022 Through 3/31/2023

Account Code	Account Title	YTD Budget \$ - Original	YTD Actual	YTD Budget \$ Variance - Original	Percent Total Budget Used - Original
	Total Expenditures	8,484,639.00	7,046,826.35	1,437,812.65	83.05%
	Total Revenue Over Expenditures	-	-	-	0.00%
	Head Start (Project 400, 402)	4,626,833.00	3,594,610.51	1,032,222.49	77.69%
	Early Head Start (Project 401, 403)	2,181,738.00	1,751,675.18	430,062.82	80.29%
	Total Federal	6,808,571.00	5,346,285.69	1,462,285.31	78.52%
	Total Non-Federal, includes Local Funds	1,676,068.00	1,700,540.66	(24,472.66)	101.46%
	Grand Total HHS Head Start Expenditures	8,484,639.00	7,046,826.35	1,437,812.65	83.05%
	CVCOG Head Start Admin	406,887.71			
	CVCOG Administrative Indirect	251,454.45			
	Plus Health Insurance Adjustment	95,208.46			
	Total Administrative	753,550.62			
	Head Start Budget, includes Non-Federal	8,484,639.00			
	Administrative Percentage of Approved Budget	8.88%			
	Note: Administrative Maximum Percentage is 15%				
	Non-Federal Percentage of Total Expenditures	20.00%	24.13%		

CVCOG

Summary Budget Comparison - DIR-Grant 829, ARP and CRRSA Head Start Funding
From 6/1/2021 Through 3/31/2023

Account Code	Account Title	YTD Budget \$ - Original	YTD Actual	YTD Budget \$ Variance - Original	Percent Total Budget Used - Original
829	HHS-ACF Grant 829, Head Start FY 21-22 06CH010970				
004	Revenue				
4170	HHS-ACF Head Start ARP 06HE001000 C6	676,023.00	521,367.80	154,655.20	77.12%
4172	HHS-ACF Head Start CRRSA 06HE001000 C5	170,048.00	170,048.00	0.00	100.00%
4523	Local Revenue	8,405.34	7,529.50	875.84	89.57%
4711	Sale of Equipment	11,949.79	0.00	11,949.79	0.00%
Total 004	Revenue	866,426.13	698,945.30	167,480.83	80.67%
404	Head Start CRRSA CAN 9-G064122				
5174	Health Insurance Benefit	31,556.97	31,556.97	0.00	100.00%
5199	Indirect Allocation	1,953.36	1,953.36	0.00	100.00%
5512	HS Class Room Supplies	1,393.44	1,393.44	0.00	100.00%
5622	Internal Computer/Software	115,276.43	115,276.43	0.00	100.00%
5734	HS Capital Playground	1,826.87	1,826.87	0.00	100.00%
Total 404	Head Start CRRSA CAN 9-G064122	152,007.07	152,007.07	0.00	100.00%
405	Early Head Start CRRSA CAN 9-G064122				
5174	Health Insurance Benefit	16,989.30	16,989.30	0.00	100.00%
5199	Indirect Allocation	1,051.63	1,051.63	0.00	100.00%
Total 405	Early Head Start CRRSA CAN 9-G064122	18,040.93	18,040.93	0.00	100.00%
406	Early Head Start Conversion ARP CAN 9-G064122				
5453	HS Site Center Bldg Maint	12,317.16	12,317.16	0.00	100.00%
5510	Supplies	1,758.88	1,758.88	0.00	100.00%
5512	HS Class Room Supplies	20,919.00	20,919.00	0.00	100.00%
5622	Internal Computer/Software	2,248.44	2,248.44	0.00	100.00%
5734	HS Capital Playground	15,672.77	15,672.77	0.00	100.00%
Total 406	Early Head Start Conversion ARP CAN 9-G064122	52,916.25	52,916.25	0.00	100.00%
410	Head Start ARP CAN NO 9-G064122				
5110	General Wages	34,213.00	34,213.00	0.00	100.00%
5151	Medicare Tax	496.09	496.09	0.00	100.00%
5172	Workers Comp Insurance	270.86	270.86	0.00	100.00%
5174	Health Insurance Benefit	94,551.72	86,983.65	7,568.07	91.99%
5177	HSA Insurance Benefit	3,561.96	3,275.87	286.09	91.96%
5181	Retirement	4,095.25	4,095.25	0.00	100.00%
5199	Indirect Allocation	8,216.80	7,983.36	233.44	97.15%
5200	Employee Health and Welfare	1,937.78	1,873.41	64.37	96.67%
5207	Procurement Service Center	472.04	472.04	0.00	100.00%
5308	Head Start T & T A	186.25	186.25	0.00	100.00%

CVCOG

Summary Budget Comparison - DIR-Grant 829, ARP and CRRSA Head Start Funding
From 6/1/2021 Through 3/31/2023

Account Code	Account Title	YTD Budget \$ - Original	YTD Actual	YTD Budget \$ Variance - Original	Percent Total Budget Used - Original
5451	Facility Allocation	9,976.99	9,976.99	0.00	100.00%
5453	HS Site Center Bldg Maint	51,406.07	44,334.33	7,071.74	86.24%
5510	Supplies	35,826.58	5,618.42	30,208.16	15.68%
5512	HS Class Room Supplies	56,751.23	45,235.89	11,515.34	79.70%
5514	HS Medical Supplies	1,665.86	1,665.86	0.00	100.00%
5518	HS Diapers and Wipes	2,500.00	0.00	2,500.00	0.00%
5622	Internal Computer/Software	39,201.21	34,064.11	5,137.10	86.89%
5625	Capital-Replace Van	49,470.00	0.00	49,470.00	0.00%
5734	HS Capital Playground	77,575.04	40,026.70	37,548.34	51.59%
5753	Dues and fees	106.97	106.97	0.00	100.00%
Total 410	Head Start ARP CAN NO 9-G064122	472,481.70	320,879.05	151,602.65	67.91%
411	Early Head Start ARP CAN NO 9-G064122				
5110	General Wages	18,787.00	18,787.00	0.00	100.00%
5151	Medicare Tax	272.41	272.41	0.00	100.00%
5172	Workers Comp Insurance	117.93	117.93	0.00	100.00%
5174	Health Insurance Benefit	43,980.54	42,867.72	1,112.82	97.46%
5177	HSA Insurance Benefit	2,461.51	2,298.60	162.91	93.38%
5181	Retirement	2,248.85	2,248.85	0.00	100.00%
5199	Indirect Allocation	4,175.87	4,085.30	90.57	97.83%
5200	Employee Health and Welfare	329.18	143.55	185.63	43.60%
5207	Procurement Service Center	140.99	140.99	0.00	100.00%
5308	Head Start T & T A	69.75	69.75	0.00	100.00%
5451	Facility Allocation	2,399.04	2,399.04	0.00	100.00%
5453	HS Site Center Bldg Maint	16,839.58	16,838.86	0.72	99.99%
5510	Supplies	1,092.84	1,092.84	0.00	100.00%
5512	HS Class Room Supplies	17,521.21	17,521.21	0.00	100.00%
5514	HS Medical Supplies	479.14	479.14	0.00	100.00%
5622	Internal Computer/Software	6,786.32	5,286.42	1,499.90	77.89%
5734	HS Capital Playground	32,895.65	32,895.65	0.00	100.00%
5753	Dues and fees	27.24	27.24	0.00	100.00%
Total 411	Early Head Start ARP CAN NO 9-G064122	150,625.05	147,572.50	3,052.55	97.97%
997	Non Project				
5200	Employee Health and Welfare	148.16	148.16	0.00	100.00%
5510	Supplies	300.00	0.00	300.00	0.00%
5512	HS Class Room Supplies	7,957.18	7,125.34	831.84	89.54%
5625	Capital-Replace Van	11,949.79	0.00	11,949.79	0.00%
Total 997	Non Project	20,355.13	7,273.50	13,081.63	35.73%
Report		0.00	256.00	256.00	100.00%

**Head Start Credit Card/Open Account Transactions Summary
(Detail Attached)**

Head Start Transactions	March, 2023
Amazon Capital	-
Citibank P-Card	17,196.48
Dean's Dairy	1,652.78
First Financial Credit Card	4,647.25
Lowes Pay and Save	398.76
Mayfield Paper	-
Sam's Card	-
Sysco Food Services	48,203.61
West Texas Fire Extinguisher	4,145.89
	<hr/>
	\$ 76,244.77
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CVCOG
 Vendor Activity - Head Start Citibank P-Card
 829 - HHS-ACF Grant 829, Head Start FY 21-22 06CH010970
 From 3/1/2023 Through 3/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5200	Employee Health and Welfare	3/2/2023	009076307	mini bundt cakes for employee appreciation -BS, Day, RV HS/EHS	250.00
5453	HS Site Center Bldg Maint	3/7/2023	2022007999	Asbestos Abatement Licensing Fee for Rio Vista Head Start CBG	330.00
					580.00
				Total 829 - HHS-ACF Grant 829, Head Start FY 21-22 06CH010970	580.00

CVCOG
Vendor Activity - Head Start Citibank P-Card
H03 - HHS-ACF Grant H03, Head Start FY 22-23 06CH010970-04
From 3/1/2023 Through 3/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5296	HS Parent Service	3/22/2023	1908363-1861068	field day supplies All HS/EHS	56.94
5296	HS Parent Service	3/22/2023	4026707-8341800	field day supplies All HS/EHS	21.96
5308	Head Start T & T A	2/27/2023	1650799	CDA initial application fee for J.K. Day EHS	425.00
5308	Head Start T & T A	2/28/2023	1651350	CDA inital application fee for S.K. BS HS	425.00
5308	Head Start T & T A	3/8/2023	1860-1894	Registration fee/National Head Start Conf/May 8-11,2023 /C.M.	969.00
5308	Head Start T & T A	3/8/2023	1861-1895	Registration fee/National Head Start Conf May 8-11,2023/M.H.	969.00
5308	Head Start T & T A	3/8/2023	1862-1896	Registration fee/National Head Start Conf./ May 8-11, 2023/T.Y. OZ HS	969.00
5308	Head Start T & T A	3/8/2023	1863-1897	Registration fee/National Head Start Conf. May 8-11,2023/ M.T. ED HS	969.00
5308	Head Start T & T A	3/28/2023	032728	snacks for ERSEA training session	38.22
5308	Head Start T & T A	3/29/2023	078149	donuts for ERSEA training session	48.49
5308	Head Start T & T A	3/29/2023	1659265	CDA Renewal fee A.T. RV EHS	125.00
5309	Travel-In Region	3/22/2023	015686	Fuel for rental car ED/MN HS/EHS	44.20
5433	HS Site Center Utilities	2/13/2023	221727-180104 01-23	Day water usage act# 221727-180104 01/09/23 - 02/09/23~ CBG	455.47
5433	HS Site Center Utilities	2/13/2023	221727-180106 01-23	Day water usage 01/09/23 - 02/09/23 ~ CBG	166.70
5433	HS Site Center Utilities	2/16/2023	05-0560-02 01-22	Eden HS utility srvcs 01/15/23 - 02/15/23~ CBG	209.40
5433	HS Site Center Utilities	2/16/2023	221727-180084 01-23	Blackshear water usage 01/11/23 - 02/13/23	234.80
5433	HS Site Center Utilities	2/16/2023	221727-180086 01-23	Water usage for Blackshear HS srvc from 01/17/23-02/16/23 CBG	78.48
5433	HS Site Center Utilities	2/24/2023	RS022423	Blackshear - added dumpster for spring cleanup ~ JL CB	403.85
5433	HS Site Center Utilities	2/28/2023	0691-001186476	Rio Vista- Added dumpster for spring cleanup~ JL CB	403.85
5433	HS Site Center Utilities	2/28/2023	0691-001187058	Blackshear trash srvc act 3-0691-2402969 03/01/23 - 03/31/23 ~ CBG	569.39

CVCOG
Vendor Activity - Head Start Citibank P-Card
H03 - HHS-ACF Grant H03, Head Start FY 22-23 06CH010970-04
From 3/1/2023 Through 3/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5433	HS Site Center Utilities	2/28/2023	0691-001187079	Rio Vista trash svc act 3-0691-2402993 03/01/23 - 03/31/23~ CBG	569.39
5433	HS Site Center Utilities	2/28/2023	0691-001187466	Day trash svc act 3-0691-240594 03/01/23 - 03/31/23~ CBG	569.39
5433	HS Site Center Utilities	3/2/2023	221727-179684 02-23	Water usage for Rio Vista Site svc dates 02/02/23-02/27/23 CBG	369.76
5433	HS Site Center Utilities	3/15/2023	05-0560-02-03-23	Eden Head Start Water Usage Svc dates from 02/15/23 to 03/15/23 CBG	209.73
5451	Facility Allocation	3/6/2023	1634506	Purchase of faucet repair kit for Blackshear HS Site Facilities CB	16.99
5453	HS Site Center Bldg Maint	3/1/2023	I98282	Professional Commercial Security Monitoring, Fire Alarm Monitoring and Commercial Security Service Agreement for Day CBG. Billing Period: 03/01/2023 to 03/31/2023.	80.00
5453	HS Site Center Bldg Maint	3/1/2023	I98284	Professional Commercial Security Monitoring, Fire Alarm Monitoring and Commercial Security Service Agreement for Rio Vista CBG. Billing Period: 03/01/2023 to 03/31/2023.	75.00
5453	HS Site Center Bldg Maint	3/1/2023	I98316	Professional Commercial Security Monitoring, Fire Alarm Monitoring and Commercial Security Service Agreement for Blackshear CBG. Billing Period: 03/01/2023 to 03/31/2023.	80.00
5453	HS Site Center Bldg Maint	3/2/2023	1113036	credit for returned tools	(877.00)
5453	HS Site Center Bldg Maint	3/3/2023	507851	Blower, vacuum, fuel and gas can for RV HS/EHS	986.91
5453	HS Site Center Bldg Maint	3/23/2023	084928	Pesticide and classroom supplies for RV HS/EHS	19.93
5510	Supplies	1/4/2023	039989a	Supplies for all Head Start Sites and Admin~ HS CB	1,406.90
5510	Supplies	3/1/2023	5714019-4977809	10 pocket magazine rack BS HS	92.10

CVCOG
Vendor Activity - Head Start Citibank P-Card
H03 - HHS-ACF Grant H03, Head Start FY 22-23 06CH010970-04
From 3/1/2023 Through 3/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5510	Supplies	3/3/2023	7007874-5550631	Microphones for Day and RV HS/EHS	39.98
5510	Supplies	3/6/2023	2434686	Purchase of ink cartridges for Eden Head Start JL CB	53.85
5510	Supplies	3/6/2023	5527721-0143407	Purchase of Expanding Folders and Ball Point Pens for the EHS/HS Program CBG	242.26
5510	Supplies	3/6/2023	9312076-0496249	4 50lb Bags of Quikrete Play Sand for Eden HS site JL CB	136.00
5510	Supplies	3/7/2023	6109160-5532241	Purchase of Pendaflex Hanging File Folders for Rio Vista HS JL CB	18.99
5510	Supplies	3/15/2023	2438621	Purchase of Toner Cartridges for Ozona HS Site JL CB	64.00
5510	Supplies	3/15/2023	3704094-4887406	Purchase of walkie talkie chargers for Rio Vista HS Site.	7.99
5510	Supplies	3/15/2023	4906788-1862635	Tide detergent for MN EHS	63.96
5510	Supplies	3/15/2023	5894329-7195423	Purchase of changing table paper for Menard EHS JL CB	64.72
5510	Supplies	3/15/2023	79497848	boxes and tape for BS HS	197.65
5510	Supplies	3/16/2023	3961792-4318645	Purchase of file folders and adding machine paper for HS	316.42
5510	Supplies	3/20/2023	2000107-93828655	Ink cartridges for RV HS/EHS	71.18
5510	Supplies	3/21/2023	4431415-3806604	Purchase of 2 Wall charger cubes for charging plugs for two way radios for Rio Vista HS JL CB	15.30
5510	Supplies	3/21/2023	5462032-4912229	Purchase of 4 Charger USB plug adapters for two way radios for Rio Vista HS JL CB	31.96
5510	Supplies	3/22/2023	1038721	school supplies for HS FAMCO	47.86
5510	Supplies	3/24/2023	039989	Supplies for all Head Start Sites and Admin	(1,406.90)
5510	Supplies	3/24/2023	9861009-6885828	Diapers, pull-ups and shoe covers for RV HS/EHS	23.10
5510	Supplies	3/25/2023	6250307-1708236	Purchase of hanging file folders for Rio Vista Site JL CB	111.12
5510	Supplies	3/27/2023	2361567-0919459	Purchase of Safety door knob covers for Eden HS JL CB	12.98

CVCOG
Vendor Activity - Head Start Citibank P-Card
H03 - HHS-ACF Grant H03, Head Start FY 22-23 06CH010970-04
From 3/1/2023 Through 3/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5510	Supplies	3/27/2023	9262697-5904209	Purchase of 10 Pocket magazine holder for Christoval HS JL CB	99.77
5510	Supplies	3/27/2023	9303495-3752250	Purchase of light switch plate covers for Eden HS JL CB	19.98
5510	Supplies	3/29/2023	2000108-78431576	Purchase of printer ink for Eden HS JL CB	37.99
5512	HS Class Room Supplies	3/8/2023	029015	notebooks for RV HS	19.40
5512	HS Class Room Supplies	3/20/2023	009502	class room supplies for all Head Start Sites	537.33
5512	HS Class Room Supplies	3/23/2023	044165	classroom supplies for RV EHS	22.96
5512	HS Class Room Supplies	3/23/2023	084928	Pesticide and classroom supplies for RV HS/EHS	20.92
5518	HS Diapers and Wipes	3/24/2023	6440466-7194622	Purchase of baby wipes for Rio Vista Site CBG	165.90
5518	HS Diapers and Wipes	3/24/2023	9861009-6885828	Diapers, pull-ups and shoe covers for RV HS/EHS	363.60
5518	HS Diapers and Wipes	3/27/2023	2000108-44173310	Purchase of Wipes and Diapers for Menard HS JL CB	732.18
5622	Internal Computer/Software	3/2/2023	73719685	For all Head Starts email program~ CBG	191.39
5622	Internal Computer/Software	3/2/2023	73719685cm	Credit for past invoice having taxes~ CBG	(11.51)
5622	Internal Computer/Software	3/2/2023	73730633	For all HS programs email~ CBG	34.99
5622	Internal Computer/Software	3/3/2023	73750415	For all HS programs email to run~ CBG	102.01
5622	Internal Computer/Software	3/3/2023	73750415cm	Credit for taxes on previous invoice ~ CBG	(6.13)
5753	Dues and fees	3/3/2023	616850046	TX HHSC Child Care Licensing Fee BS HS - HS CB	28.89
5753	Dues and fees	3/3/2023	616850900	TX HHSC Child Care Licensing Fee RV HS/EHS - HS CB	37.07

CVCOG
Vendor Activity - Head Start Citibank P-Card
H03 - HHS-ACF Grant H03, Head Start FY 22-23 06CH010970-04
From 3/1/2023 Through 3/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5753	Dues and fees	3/3/2023	616851948	TX HHSC Child Care Licensing Fee Eden HS - HS CB	2.30
5753	Dues and fees	3/3/2023	616852278	TX HHSC Child Care Licensing Fee Eldorado HS - HS CB	12.53
5753	Dues and fees	3/3/2023	616852918	TX HHSC Child Care Licensing Fee Day HS/EHS - HS CB	35.02
5753	Dues and fees	3/3/2023	616853376	TX HHSC Child Care Licensing Fee Christoval HS - HS CB	4.35
5753	Dues and fees	3/3/2023	616853966	TX HHSC Child Care Licensing Fee Ozona HS - HS CB	10.48
5753	Dues and fees	3/24/2023	621002792	Child care licensing fee ED HS	6.39
5760	HS Site Center Communications	2/25/2023	07710150504017	Blackshear Internet srvc 02/15/23 - 03/14/23 ~ CBG	191.76
5760	HS Site Center Communications	3/13/2023	07710150890010	Internet service for Day HS/EHS 2/25/23 - 3/24/23	224.22
5760	HS Site Center Communications	3/17/2023	07710102870016	Internet for Blackshear HS srvc dates 03-23	196.13
5760	HS Site Center Communications	3/17/2023	07710150887017	Internet for Rio Vista Site srvc date 03/01/23-03/31/23 CBG	160.72
5760	HS Site Center Communications	3/25/2023	07710150503019	Rio Vista Internet srvc 03/15/23-04/14/23 CBG	207.89
5760	HS Site Center Communications	3/25/2023	07710150504017	Blackshear internet srvc 03/15/23-04/14/23 CBG	191.76
5760	HS Site Center Communications	3/25/2023	07710150505015	Day internet srvc 03/15/23-04/14/23 CBG	255.28
5762	Postage/freight	3/3/2023	91002426773648	6 month fee for PO Box for Christoval HS Center CBG	47.00
5796	Safety	3/6/2023	405SP0000104445	background check on prospective employee C.F Day HS	3.32
5796	Safety	3/6/2023	UZTX4N5X3Y	Background check on prospective employee Z.J. OZ HS	40.58
5796	Safety	3/8/2023	405SP0000106002	background check on prospective employee B.D. Day EHS	3.32
5796	Safety	3/15/2023	405SP0000110173	background check on prospective employee E.C. Day EHS	3.32

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Vendor Activity - Head Start Citibank P-Card
H03 - HHS-ACF Grant H03, Head Start FY 22-23 06CH010970-04
From 3/1/2023 Through 3/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
				Total H03 - HHS-ACF Grant H03, Head Start FY 22-23 06CH010970-04	15,287.38

CVCOG
Vendor Activity - Head Start Citibank P-Card
H04 - Grant H04, CACFP Head Start Nutrition FY 22-23
From 3/1/2023 Through 3/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5295	HS Nutrition Service	1/16/2023	8932148-686586...	Day baby food – CBG	70.30
5295	HS Nutrition Service	3/6/2023	075704	Almond milk for RV EHS	9.76
5295	HS Nutrition Service	3/7/2023	2000108-22917625	Purchase of Baby Formula and Silicone Nipples for Day HS site JL CB	59.34
5295	HS Nutrition Service	3/21/2023	079583	Nutritional items for CH HS	129.86
5295	HS Nutrition Service	3/24/2023	086185	Baby bottle nipples and nutritional items for Day HS/EHS	32.68
5295	HS Nutrition Service	3/27/2023	048440	Nutritional items for CH HS	240.04
5295	HS Nutrition Service	3/28/2023	025746	Nutritional items for CH HS	29.45
5295	HS Nutrition Service	3/29/2023	059386	nutritional items for RV HS/EHS	37.40
5295	HS Nutrition Service	3/30/2023	2000108-66979588	Purchase of powder baby formula for Day Head Start Site. JL CB	86.96
5513	HS Food Serv Sup	3/20/2023	10049572439	Purchase of 3 compartment foam plates for Day HS JL CB	226.56
5513	HS Food Serv Sup	3/23/2023	147619	Floor mats for Day HS/EHS	344.03
5513	HS Food Serv Sup	3/24/2023	086185	Baby bottle nipples and nutritional items for Day HS/EHS	7.84
5513	HS Food Serv Sup	3/24/2023	2000107-95298239	dishwasher detergent for ED HS	39.88
5513	HS Food Serv Sup	3/29/2023	8311972	ServSafe online class for OZ HS	15.00
				Total H04 - Grant H04, CACFP Head Start Nutrition FY 22-23	1,329.10
Report Opening/Current Balance					
Report Transaction Totals					17,196.48
Report Current Balances					

CVCOG
 Vendor Activity - Head Start Deans Dairy Corporate
 H04 - Grant H04, CACFP Head Start Nutrition FY 22-23
 From 3/1/2023 Through 3/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5295	HS Nutrition Service	1/2/2023	652242767	Milk for BS HS	333.93
5295	HS Nutrition Service	1/2/2023	652242768	Milk for Day HS/EHS	619.67
5295	HS Nutrition Service	1/3/2023	650639132	Milk for ED HS	39.75
5295	HS Nutrition Service	1/3/2023	652048311	Milk for RV HS/EHS	478.08
5295	HS Nutrition Service	1/4/2023	650639136	Milk for Menard HS/EHS	113.95
5295	HS Nutrition Service	1/4/2023	650639138	Milk for EL HS	31.80
5295	HS Nutrition Service	1/4/2023	652242811	Milk for OZ HS	35.60
					1,652.78
				Total H04 - Grant H04, CACFP Head Start Nutrition FY 22-23	1,652.78
	Report Opening/Current Balance				
	Report Transaction Totals				1,652.78
	Report Current Balances				

CVCOG
Vendor Activity - Head Start First Financial Credit Card
H03 - HHS-ACF Grant H03, Head Start FY 22-23 06CH010970-04
From 3/1/2023 Through 3/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5308	Head Start T & T A	3/9/2023	UEHCJP	Airfare for HS staff to attend National Head Start Conference in Phoenix AZ -CM,MT,TY,MH	4,508.71
5309	Travel-In Region	3/23/2023	192000513419	Rental car for HS Staff -ED/MN HS/EHS	138.54
					<u>4,647.25</u>
				Total H03 - HHS-ACF Grant H03, Head Start FY 22-23 06CH010970-04	4,647.25
	Report Opening/Current Balance				<u> </u>
	Report Transaction Totals				<u>4,647.25</u>
	Report Current Balances				<u><u> </u></u>

CVCOG
Vendor Activity - Head Start Lowes Pay and Save
H04 - Grant H04, CACFP Head Start Nutrition FY 22-23
From 3/1/2023 Through 3/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5295	HS Nutrition Service	3/1/2023	230301-147-2-2-13	Bananas and eggs for ED HS	5.38
5295	HS Nutrition Service	3/1/2023	230301-365-1-1-45	Bananas, spinach, cornbread, onions, eggs and hamburger buns for MN HS/EHS	38.25
5295	HS Nutrition Service	3/2/2023	230302-177-2-2-20	Spinach for ED HS	3.99
5295	HS Nutrition Service	3/2/2023	230302-177-2-2-24	spinach and tomatoes for ED HS	10.42
5295	HS Nutrition Service	3/6/2023	230306-177-2-2-11	H. buns, carrots, pasta, bread, yogurt, tortillas and muffin mix for ED HS	49.38
5295	HS Nutrition Service	3/6/2023	230306-239-2-2-20	Vegetables, muffin mix, bread and yogurt for OZ HS	63.39
5295	HS Nutrition Service	3/6/2023	230306-346-1-1-46	Carrots, bread, buns, lettuce and tomatoes for MN HS/EHS	29.97
5295	HS Nutrition Service	3/9/2023	230309-147-2-2-34	Bananas for ED HS	3.60
5295	HS Nutrition Service	3/20/2023	230320-177-2-2-17	Nutritional items for ED HS	26.65
5295	HS Nutrition Service	3/20/2023	230320-280-3-3-49	Nutritional items for OZ HS	57.24
5295	HS Nutrition Service	3/20/2023	230320-65-3-3-4	Nutritional items for ED HS	8.18
5295	HS Nutrition Service	3/24/2023	230324-239-2-2-77	Nutritional items for OZ HS	67.28
5295	HS Nutrition Service	3/27/2023	230327-326-1-1-36	Nutritional items for MN HS/EHS	35.03
					398.76
Total H04 - Grant H04, CACFP Head Start Nutrition FY 22-23					398.76
Report Opening/Current Balance					
Report Transaction Totals					398.76
Report Current Balances					

CVCOG
Vendor Activity - Head Start Sysco
H04 - Grant H04, CACFP Head Start Nutrition FY 22-23
From 3/1/2023 Through 3/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5295	HS Nutrition Service	2/9/2023	278522879	Ozona food for children and kitchen supplies	1,128.54
5295	HS Nutrition Service	2/9/2023	278522892	Eldorado food for children	267.61
5295	HS Nutrition Service	2/9/2023	278522920	Day food for children	2,586.12
5295	HS Nutrition Service	2/11/2023	278525021	Menard credit for allowance drop size on pancakes	(29.31)
5295	HS Nutrition Service	2/11/2023	278525029	Ozona credit for sales error on chdr mld	(58.02)
5295	HS Nutrition Service	2/14/2023	278526461	Nutritional items for BS HS	1,525.54
5295	HS Nutrition Service	2/14/2023	278526508	Nutritional items for RV HS/EHS	1,929.65
5295	HS Nutrition Service	2/14/2023	278526943	Nutritional items for OZ HS	38.90
5295	HS Nutrition Service	2/15/2023	278527151	Nutritional items for MN HS/EHS	350.56
5295	HS Nutrition Service	2/16/2023	278527907	Product left on truck and not delivered to RV HS/EHS	(30.18)
5295	HS Nutrition Service	2/16/2023	278528051	Nutritional items for Day HS/EHS	2,498.94
5295	HS Nutrition Service	2/21/2023	278531512	Nutritional items for BS HS	1,226.82
5295	HS Nutrition Service	2/21/2023	278531565	nutritional items for RV HS/EHS	2,273.02
5295	HS Nutrition Service	2/23/2023	278532733	Nutritional items for RV HS/EHS	63.24
5295	HS Nutrition Service	2/23/2023	278533008	Nutritional items for EL HS	847.19
5295	HS Nutrition Service	2/23/2023	278533040	Nutritional items for Day HS/EHS	3,455.47
5295	HS Nutrition Service	2/28/2023	278536634	Nutritional items for BS HS	1,800.11
5295	HS Nutrition Service	2/28/2023	278536682	Nutritional items for RV HS/EHS	2,971.71
5295	HS Nutrition Service	3/1/2023	278539110	Nutritional items for ED HS	720.13
5295	HS Nutrition Service	3/1/2023	278539112	Nutritional items for MN HS/EHS	541.12
5295	HS Nutrition Service	3/2/2023	278539673	Nutritional items for BS HS	116.34
5295	HS Nutrition Service	3/2/2023	278539780	Credit for blueberries that were returned.	(193.47)
5295	HS Nutrition Service	3/2/2023	278539896	Nutritional items for EL HS	224.58
5295	HS Nutrition Service	3/4/2023	278542196	credit for returned item	(43.78)
5295	HS Nutrition Service	3/4/2023	278542197	Credit for item returned	(19.41)
5295	HS Nutrition Service	3/7/2023	278543704	Nutritional items for BS HS	1,249.00
5295	HS Nutrition Service	3/7/2023	278543747	Nutritional items for RV HS/EHS	2,476.75
5295	HS Nutrition Service	3/9/2023	278545170	Nutritional items for Day HS/EHS	3,234.77
5295	HS Nutrition Service	3/13/2023	278547793	Nutritional items for RV HS/EHS	20.66
5295	HS Nutrition Service	3/21/2023	278553037	Nutritional items for BS HS	1,897.35
5295	HS Nutrition Service	3/21/2023	278553085	Nutritional items for RV HS/EHS	2,934.82

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Vendor Activity - Head Start Sysco
H04 - Grant H04, CACFP Head Start Nutrition FY 22-23
From 3/1/2023 Through 3/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5295	HS Nutrition Service	3/22/2023	278554025	Nutritional items for MN HS/EHS	516.43
5295	HS Nutrition Service	3/23/2023	278554642	Credit for returned item RV HS/EHS	(124.41)
5295	HS Nutrition Service	3/23/2023	278554758	Nutritional items for OZ HS	1,368.62
5295	HS Nutrition Service	3/23/2023	278554768	Nutritional items for Eld HS	329.05
5295	HS Nutrition Service	3/23/2023	278554793	Day nutrition for children and kitchen supplies	2,830.81
5295	HS Nutrition Service	3/28/2023	278558453	Nutritional items for BS HS	1,621.29
5513	HS Food Serv Sup	2/9/2023	278522879	Ozona food for children and kitchen supplies	161.20
5513	HS Food Serv Sup	2/9/2023	278522920	Day food for children	51.10
5513	HS Food Serv Sup	2/14/2023	278526461	Nutritional items for BS HS	51.10
5513	HS Food Serv Sup	2/14/2023	278526508	Nutritional items for RV HS/EHS	484.72
5513	HS Food Serv Sup	2/15/2023	278527151	Nutritional items for MN HS/EHS	60.40
5513	HS Food Serv Sup	2/16/2023	278528051	Nutritional items for Day HS/EHS	83.35
5513	HS Food Serv Sup	2/23/2023	278533040	Nutritional items for Day HS/EHS	186.72
5513	HS Food Serv Sup	2/28/2023	278536634	Nutritional items for BS HS	44.75
5513	HS Food Serv Sup	2/28/2023	278536682	Nutritional items for RV HS/EHS	659.18
5513	HS Food Serv Sup	3/1/2023	278539110	Nutritional items for ED HS	60.85
5513	HS Food Serv Sup	3/7/2023	278543704	Nutritional items for BS HS	580.45
5513	HS Food Serv Sup	3/7/2023	278543747	Nutritional items for RV HS/EHS	535.05
5513	HS Food Serv Sup	3/9/2023	278545170	Nutritional items for Day HS/EHS	138.54
5513	HS Food Serv Sup	3/21/2023	278553037	Nutritional items for BS HS	392.33
5513	HS Food Serv Sup	3/21/2023	278553085	Nutritional items for RV HS/EHS	512.73
5513	HS Food Serv Sup	3/22/2023	278554025	Nutritional items for MN HS/EHS	309.82
5513	HS Food Serv Sup	3/23/2023	278554758	Nutritional items for OZ HS	52.20
5513	HS Food Serv Sup	3/23/2023	278554768	Nutritional items for Eld HS	146.85
5513	HS Food Serv Sup	3/23/2023	278554793	Day nutrition for children and kitchen supplies	978.50
5513	HS Food Serv Sup	3/28/2023	278558453	Nutritional items for BS HS	167.21
					48,203.61
				Total H04 - Grant H04, CACFP Head Start Nutrition FY 22-23	48,203.61

CVCOG
Vendor Activity - Head Start Sysco
H04 - Grant H04, CACFP Head Start Nutrition FY 22-23
From 3/1/2023 Through 3/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
	Report Opening/Current Balance				
	Report Transaction Totals				48,203.61
	Report Current Balances				

CVCOG
Vendor Activity - Head Start West Texas Fire Extinguisher
H03 - HHS-ACF Grant H03, Head Start FY 22-23 06CH010970-04
From 3/1/2023 Through 3/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5510	Supplies	2/22/2023	272319	paper towels and credit for returned facial tissue	(18.64)
5510	Supplies	3/7/2023	272982	Rio Vista- cleaning/kitchen supplies	344.84
5510	Supplies	3/7/2023	273050	Food Svc towels, roll p towels, liners. scubber and Spartan Clean for BS HS	108.59
5510	Supplies	3/15/2023	272982-01	Rio Vista- cleaning supplies	25.75
5510	Supplies	3/22/2023	273913	Cleaning and Classroom supplies for Rio Vista Site	751.73
5510	Supplies	3/27/2023	274226	Purchase of supplies for Ozona Head Start site - general supplies.	8.13
5510	Supplies	3/28/2023	272995	Purchase of supplies for Ozona Head Start site - general and food service supplies	372.34
5510	Supplies	3/28/2023	273904	Purchase of supplies for Christoval Head Start site - general and classroom	166.04
5510	Supplies	3/28/2023	274235	Supplies for classroom and Kitchen for Day EHS/HS	521.39
5510	Supplies	3/29/2023	273913-01	Purchase of kitchen supplies for Rio Vista Head Start site	118.30
5510	Supplies	3/29/2023	274235-01	Classroom and Kitchen Supplies for Day EHS/HS	59.15
5510	Supplies	3/29/2023	274282	Purchase of supplies for Blackshear Head Start site - general, classroom and food service supplies	97.70
5510	Supplies	3/29/2023	274403	Purchase of supplies for Blackshear Head Start site - general, classroom and food service supplies	10.85
5512	HS Class Room Supplies	2/22/2023	272319	paper towels and credit for returned facial tissue	(18.64)
5512	HS Class Room Supplies	3/7/2023	272982	Rio Vista- cleaning/kitchen supplies	216.22
5512	HS Class Room Supplies	3/7/2023	273050	Food Svc towels, roll p towels, liners. scubber and Spartan Clean for BS HS	108.60
5512	HS Class Room Supplies	3/8/2023	272257-01	Purchase of gloves for Day EHS/HS	269.28

CVCOG
Vendor Activity - Head Start West Texas Fire Extinguisher
H03 - HHS-ACF Grant H03, Head Start FY 22-23 06CH010970-04
From 3/1/2023 Through 3/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5512	HS Class Room Supplies	3/22/2023	273913	Cleaning and Classroom supplies for Rio Vista Site	219.36
5512	HS Class Room Supplies	3/28/2023	273904	Purchase of supplies for Christoval Head Start site - general and classroom	166.04
5512	HS Class Room Supplies	3/29/2023	274282	Purchase of supplies for Blackshear Head Start site - general, classroom and food service supplies	33.49
5512	HS Class Room Supplies	3/29/2023	274403	Purchase of supplies for Blackshear Head Start site - general, classroom and food service supplies	10.85
					3,571.37
Total H03 - HHS-ACF Grant H03, Head Start FY 22-23 06CH010970-04					3,571.37

CVCOG
Vendor Activity - Head Start West Texas Fire Extinguisher
H04 - Grant H04, CACFP Head Start Nutrition FY 22-23
From 3/1/2023 Through 3/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
5513	HS Food Serv Sup	2/22/2023	272319	paper towels and credit for returned facial tissue	29.96
5513	HS Food Serv Sup	3/7/2023	272982	Rio Vista- cleaning/kitchen supplies	59.15
5513	HS Food Serv Sup	3/7/2023	273050	Food Svc towels, roll p towels, liners. scubber and Spartan Clean for BS HS	111.12
5513	HS Food Serv Sup	3/9/2023	273229	Food service towels, gloves and liners for Day HS/EHS	115.25
5513	HS Food Serv Sup	3/28/2023	272995	Purchase of supplies for Ozona Head Start site - general and food service supplies	23.23
5513	HS Food Serv Sup	3/28/2023	274235	Supplies for classroom and Kitchen for Day EHS/HS	32.31
5513	HS Food Serv Sup	3/29/2023	274235-01	Classroom and Kitchen Supplies for Day EHS/HS	59.15
5513	HS Food Serv Sup	3/29/2023	274282	Purchase of supplies for Blackshear Head Start site - general, classroom and food service supplies	33.49
5513	HS Food Serv Sup	3/29/2023	274370	Semi-Annual Vent and Hood Inspection for Eden Head Start site	100.00
5513	HS Food Serv Sup	3/29/2023	274403	Purchase of supplies for Blackshear Head Start site - general, classroom and food service supplies	10.86
				Total H04 - Grant H04, CACFP Head Start Nutrition FY 22-23	574.52
Report Opening/Current Balance					
Report Transaction Totals					4,145.89

CVCOG
Vendor Activity - Head Start West Texas Fire Extinguisher
H04 - Grant H04, CACFP Head Start Nutrition FY 22-23
From 3/1/2023 Through 3/31/2023

<u>Line Item Code</u>	<u>Line Item Title</u>	<u>Document Date</u>	<u>Document Number</u>	<u>Document Description</u>	<u>Expenses</u>
Report Current Balances					<hr/> <hr/>



Memo

To: Executive Committee and Policy Council

From: Carolina Raymond – Head Start Director

Date: 5/17/2023

Agenda Item: Policy Council #8 and Executive Committee #12

Carolina Raymond, Director of Head Start, is seeking consideration and approval to apply for one-time supplemental funding through the Office of Head Start to install cameras in all classrooms.

Policy Council Chairman – Whitney Rouse

Date

Chairman Executive Committee – Judge Jim O’Bryan

Date

Vice Chairman Executive Committee – Judge Brandon Corbin

Date



Memo

To: Executive Committee and Policy Council

From: Carolina Raymond – Head Start Director

Date: 5/17/2023

Agenda Item: Policy Council # 7 and Executive Committee #13

Carolina Raymond, Director of Head Start, is seeking consideration and approval of an incentive bonus for all Head Start staff, up to \$1,000 based on leave balances and hire date.

Policy Council Chairman – Whitney Rouse

Date

Chairman Executive Committee – Judge Jim O'Bryan

Date

Vice Chairman Executive Committee – Judge Brandon Corbin

Date

**BY-LAWS OF THE CONCHO VALLEY COUNCIL OF GOVERNMENTS
REGIONAL CRIMINAL JUSTICE ADVISORY COMMITTEE**

Article I- Name

The criminal justice advisory committee to the Executive Committee of the Concho Valley Council of Governments (CVCOG) shall be known as the regional Criminal Justice Advisory Committee (CJAC).

Article II- Purpose

The Committee shall assist and advise the CVCOG Executive Committee on all appropriate matters relating to criminal justice issues in the region's fourteen county area. Specifically, it shall:

1. Review and prioritize programs submitted for funding provided through the Office of the Governor, Public Safety Office/Criminal Justice Division (OOG, PSO/CJD).

2. Serve as a forum for the discussion and resolution of common area wide problems relating to the criminal justice system.

3. Create and maintain a Criminal Justice Strategic Plan for the region.

4. 3. Provide such other advice and assistance as is requested by the CVCOG Executive Committee.

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Article III- Membership

1. Membership on the Committee must be at least 15 and no more than 25 individuals.

2. Membership on the Committee will be constructed to comply with any current and future requirements as mandated by the Office of The Governor, Public Safety Office/Criminal Justice Division.

3. Members of the Committee will consist of the representatives from the following multi-disciplinary areas: non-profit organizations, municipalities, counties, citizens or parents, substance abuse prevention, education, juvenile justice, law enforcement, mental health, prosecution or courts, and victim services. No single group or discipline may constitute more than one-third (1/3) of the CJAC.

4. There shall be no discrimination in any respect in selection of members or any activity of the Committee due to age, sex, race, religion, ~~handicap~~ disability or political creed.

5. A member of the Committee shall serve as long as the individual's official occupational duties qualify the member to represent a certain aspect of the criminal justice system. Citizen representatives have no time limit. Members may switch from an official occupational member to a citizen member if CJAC does not have more than 1/3 in citizen membership.

6. Upon the occurrence of a vacancy on the Committee or if new members are needed, the Criminal Justice Planner shall nominate positions to go before the CVCOG Executive Committee.

Article IV- Removal From Office

1. Members of the Committee serve the Executive Committee of the CVCOG and may be removed by action of the Executive Committee.

2. A member of the Committee is automatically removed by resignation and may be removed if they no longer represent a criminal justice component. However, they may still serve under the citizen component.

3. A member of the Committee will be removed for failure to attend three (3) consecutive meetings of the Committee.

Article V- Officers

1. Officers of the Committee will be a Chairperson and Vice-chair.

2. The Chairperson and Vice-chair will be elected by a simple majority of the Committee. There will be no term limits and there will be an election whenever the committee calls for one according to these by-laws.

3. The Chairperson is responsible for keeping close communications with the Criminal Justice Planner and to serve as the presiding officer at all meetings. The Vice-chair assumes this role if the Chairperson is absent from a meeting.

Article VI- Meetings

1. Meetings of the Committee shall be held as deemed necessary by the Chairperson and/or Criminal Justice Planner at such time and place as designated. Members of the Committee shall receive notification of meetings consistent with the statutes of the State of Texas and the Texas Open Meetings Act.

2. Meetings of the Committee shall be open public meetings with the ~~Agenda~~[agenda](#) available through the CVCOG and shall be consistent with the statutes of the State of Texas and the Texas Open Meetings Act.

3. A simple majority of the existing membership of the Committee present (51%) shall constitute a quorum.

4. Each member will have one vote and a simple majority of those present and voting will be sufficient to decide any question before the Committee.

Article VII- Amendments

1. These By-Laws may be amended by majority vote of those Committee members present.

2. Proposed amendments must be submitted to the members of the Committee at least three (3) days prior to the meeting at which action is to be considered.

Article VIII- Adoption

1. These By-Laws shall be in force and effect at such time as they have been approved (by majority vote) by the Committee.

Duly approved and adopted on December 7th, 1999

~~Amended October 23rd, 2003~~

~~Amended October 1, 2013 by CJAC~~

Approved By Executive Committee ~~November 13, 2013~~ April 10, 2023

Judge ~~Charlie Bradley~~ Jim O'Bryan - Executive Committee Chair

Memo

To: Executive Committee

From: Nicole Nixon – Public Safety Program Manager

Date: 5/17/2023

Re: CONSIDER AND TAKE APPROPRIATE ACTION – ITEM 14

ITEM 14

Nicole Nixon, Public Safety Program Manager, is seeking consideration and approval for the Criminal Justice Advisory Committee Bylaws.

Approved at the Executive Committee Meeting on May 17, 2023.



CONCHO VALLEY
COUNCIL OF GOVERNMENTS

REGIONAL CRIMINAL JUSTICE PLAN 2023

A Strategic Plan for Criminal Justice in
the Concho Valley Council of
Governments Region

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Executive Summary

This Regional Strategic Plan encompasses the fourteen counties (Coke, Concho, Crockett, Edwards, Irion, Kimble, Mason, McCulloch, Menard, Reagan, Schleicher, Sterling, Sutton, and Tom Green) in the Concho Valley Council of Governments service area. This area is 18,405 square miles and contains approximately 160,335 people. (2021 US Census estimate)

The purpose of the Strategic Plan is to identify issues and gaps in direct victim services, juvenile justice services, mental health services, and criminal justice services that exist in the Concho Valley Region. The Criminal Justice Division of the Public Safety Office of the Office of The Governor (PSO-CJD) requires that Criminal Justice Strategic Plans be developed and maintained by counties and/or regions throughout Texas.

This regional strategic plan is in accordance with the current Interagency Cooperation Contract between PSO-CJD and Concho Valley Council of Governments (CVCOG):

- *Strategic vision:* The strategic vision of the CVCOG Criminal Justice Program (CJP) is to enhance the quality of life by addressing gaps in victim services, juvenile justice services, and criminal justice services, and related issues by reducing crime, improving victim related services, and increasing public safety awareness in our 14-county area.
- *Mission:* The mission of the CVCOG - CJP is to facilitate the provision of comprehensive coordinated services to the citizens of our communities that reflect the priorities identified in our 14-county regional Criminal Justice Strategic Plan while also supporting the Governor's Criminal Justice Division stated mission and priorities.

Planning Process

The Concho Valley Council of Governments Strategic Plan emerged from the framework of the existing five-year community plan. The document was then shared with the Criminal Justice Advisory Committee and current providers of services in all areas to provide input into the strategic planning process. Stakeholders consisting of elected officials, committed individuals from community-based organizations, law enforcement organizations, system-based victim programs, and victim advocacy groups provided advice throughout the planning process. The input process included meetings to determine needs, service priorities, and provided the opportunity for stakeholders to have input in the strategic plan strategies. The document represented here reflects the efforts of many in the Concho Valley Council of Governments region that are concerned with assuring that any gaps in services are closed, thus making our communities safer places in which to live and work.

This Executive Summary lists the vision, mission, and local priorities in each of the following areas: criminal justice services, juvenile justice services, mental health and substance abuse services, direct victim services, and violence against women justice program and training services.

Criminal Justice Services

Vision: To ensure law enforcement agencies, courts, and detention facilities have up-to-date equipment and training to provide the highest level of services to the communities served in the CVCOG region.

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Mission: To provide comprehensive services to the citizens of the CVCOG region while maintaining the highest level of professionalism and ensuring the highest level of safety for the employees.

Local priorities:

- Officer Training
- Officer Retention
- Improve School Safety
- Reduce Property Crime
- Improve Community Relations

Juvenile Justice Services

Vision: All juveniles in the region have access to comprehensive services, transportation to services, and culturally appropriate services especially where language or cultural difference are diverse.

Mission: To support and facilitate the development of services to juveniles that is accessible, effective, and culturally appropriate.

Local priorities:

- Improve Mental Health/Counseling Resources
- Reduce Narcotic Activity
- Create Diversion Programs
- Decrease Truancy
- Improve Family/Community Resources

Mental Health & Substance Abuse Services

Vision: To eliminate substance abuse and mental health related problems in the community by establishing model programs in partnership with other community agencies.

Mission: To provide a comprehensive continuum of services to all persons affected by substance abuse and mental health issues regardless of age, ethnic background, and/or financial status.

Local priorities:

- Provide Mental Health Services in Rural Communities
- Provide Mental Health Training
- Provide Affordable Substance Abuse Treatment
- Increase Low-cost Housing Options
- Provide Respite Care

Victim Services

Vision: All crime victims in the CVCOG region have access to what they need when they need it.

Mission: To support and facilitate the development of services to crime victims that is accessible, effective, and victim centered.

Local priorities:

- Decrease the number of Sexual Assaults
- Provide Trauma-Informed Training
- Reduce Recidivism of Family Violence
- Increase Community Awareness of Human Trafficking
- Improve Community Support and Partnerships

Regional Profile

The Concho Valley Region consists of the counties of Coke, Concho, Crockett, Edwards, Irion, Kimble, McCulloch, Mason, Menard, Reagan, Schleicher, Sterling, Sutton, and Tom Green. The fourteen counties cover an area of 18,404 square miles, which includes 9,789,597 acres of farm, pasture, and range land. The geographical location of these counties puts them within two hundred miles of some of the most remote areas of the border between the United States and Mexico. This large area, along with the proximity of the international border and the low population density, makes this region ideal for criminal activity (such as drug trafficking).

There are several major highways that cross the fourteen counties of the Concho Valley Region. Interstate 10 crosses the region from east to west, passing through Kimble, Sutton, and Crockett counties. Along this southern route for 160 miles, the region parallels the Mexico border, with the central city of each county being less than 103 miles from the Del Rio border crossing. U.S. Highway 277 and State Highway 163 are of primary importance, both being alternate routes to Mexico. U.S. Highway 67 passes through Tom Green, Irion, and Reagan counties and is a frequently traveled roadway from Presidio to the Dallas/Fort Worth metropolitan area. U.S. Highway 87 connects the region with Lubbock and facilitates travel from South Texas to the Panhandle. U.S. Highway 83 provides a route through the region to the border at Laredo. It also extends north to Abilene and the Panhandle.

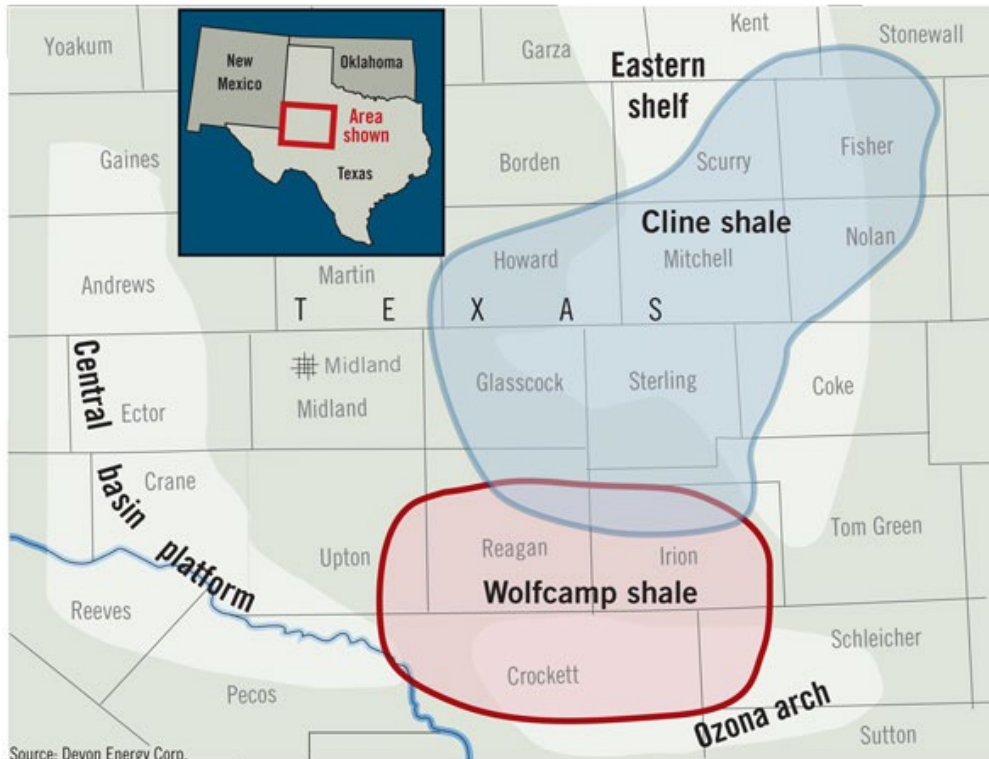
Highways within our region converge at the San Angelo, Tom Green County area, and from there, travel is possible through the state by multiple routes. The effect of this convergence of travel routes has caused San Angelo, in Tom Green County, to emerge as the urban center for the region. There are approximately 4,500 miles of county-maintained roads within the region, extending from a low of thirty-seven miles in Sterling County to a high of 750 miles in Tom Green County.

The region has numerous small airports and/or small landing strips. On several occasions, intelligence agents have traced the flow of narcotics from Mexico to a local landing strip where transfers were made, and the contraband taken by vehicle to locations outside the region. Mathis Field in San Angelo is the major public facility serving the region as an air carrier.

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The Cline Shale oil discovery in the western part of the region and increased activity in the Wolfcamp structure and nearby Permian Basin structures brought in a large population of oilfield related workers. With that increase in population, the region saw an increase in traffic, accidents, and crime. Although a pause in much of that oilfield activity occurred, a recent resurgence of such activity in those same areas should be noted as a probable source of a return of those negative impacts.

PERMIAN BASIN SHALE FORMATIONS



Courtesy Devon Energy

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CONCHO VALLEY REGIONAL POPULATION

A 2021 population demographic estimate for the region is 160,335. Population density in the district is sparse, except in Tom Green and McCulloch Counties. Tom Green County has the highest density with 78.8 persons per square mile (2020 geography from Census data). McCulloch County is the second highest density with 7.2 persons per square mile (2020 geography from Census data). The remaining counties have from 1.5 to 3.4 per persons per square mile. There are eighty-eight schools within the region.

Concho Valley Region 160,335

POPULATION -2021 (estimated)

Coke	3,321
Concho	3,341
Crockett	3,068
Edwards	1,438
Irion	1,552
Kimble	4,365
Mason	3,943
McCulloch	7,533
Menard	1,981
Reagan	3,253
Schleicher	2,429
Sterling	1,381
Sutton	3,319
Tom Green	119,411



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Planning Team

PLAN COORDINATOR: Nicole Nixon / Criminal Justice Program Manager

In developing this Regional Plan, members of the Criminal Justice Advisory Committee and Victim Services representatives met for the purpose of narrowing the scope of research and data that are incorporated into the Plan. Some members may serve in multiple capacities/categories.

CJAC Membership List

Chair- Tonya Ahlschwede	Prosecutor
Vice-Chair- Gerald Fohn	Citizen
Curtis Williams	Law Enforcement
Cedric Woodruff	Mental Health
Tim Timmerman	Juvenile Probation Officer
Dr. Mark Pullin	Education
Jody Upham	Prosecutor
Stacye Speck	Courts
Jon Elliott	Citizen
Rusty Herndon	Citizen
Sandy Elliott	Victim Services
Natalie Montalvo	Victim Services/Mental Health
Karla Steppe	Law Enforcement/Education
Dr. Jeff Dailey	Education
Don Wilson	Education
Monica Schniers	Juvenile Services
Carol Salazar	Victim Services
Sam Quinn	Law Enforcement

Victims' Services Representatives

D'Lyn Culp	Open Arms-Rape Crisis Center and LGBT+ Services
Valerie Tillery	The Family Shelter of San Angelo
Roxann Slone	Tom Green County Crisis Intervention Unit
Kelsey Atkinson	The McCulloch County Shelter (Haven)
Sarah Falkner	The Family Shelter of San Angelo
Jeri Slone	The Family Shelter of San Angelo

The Criminal Justice Advisory Committee plays a vital role in the Concho Valley Community, and we are sincerely grateful for their service.

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REGIONAL PRIORITIES

In each of the areas on the following pages problems are identified and data is included that supports both the existence and severity of gaps as they are found in the Concho Valley Region. Below the description and data are a discussion of the problems, the way the problems are being addressed, and strategically how responses to these community problems could be improved.

Law Enforcement Priorities

Criminal Justice Services

Vision: To ensure law enforcement agencies, courts, detention facilities are equipped with up-to-date equipment and training to provide the highest level of services to the communities served in the CVCOG region.

Mission: To provide comprehensive services to the citizens of the CVCOG region while maintaining the highest level of professionalism and ensuring the highest level of safety for the employees.

Major Findings: Through the planning process, the following needs, and barriers to accessing services were identified, thereby leaving a gap in services.

Local priorities:

- Officer Training
- Officer Retention
- Improve School Safety
- Reduce Property Crime
- Improve Community Relations

Identified Gap	
<i>Problem Identified</i>	<i>Data</i>
Low Officer/Telecommunicator/Jailer Retention Rates-	Region-wide issue – Law Enforcements agencies are losing personnel to higher-paying urban areas.
<i>Potential Response to Problem</i>	
<p>Many agencies within our region cross-train and dual-license individuals as both Telecommunicators and Jailers. The Concho Valley Regional Law Enforcement Academy provides basic peace officer, intermediate and advanced training, telecommunicator, and county corrections training.</p> <p>Improve the general capacity and capability of criminal justice agencies through direct support of operations.</p>	

Identified Gap

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<i>Problem Identified</i>	<i>Data</i>
Lack of Records Retention Equipment and/or Intelligence Databases	Rural counties in West Texas have aging records retention equipment, if any, and need upgraded equipment to interact with TXDPS programs, such as the Texas Data Exchange (TDEx) or National programs, such as the National Data Exchange (NDEx) or the National Incident-Based Reporting System (NIBRS). Counties in West Texas need Criminal Intelligence Databases, such as the El Paso Information Intelligence Coordination Center database (EPIC) or other database system (i.e., other linked systems) Cite-Concho Valley Regional Sheriff's Offices
<i>Potential Response to Problem</i>	
Improve the efficiency of criminal justice agencies in performing administrative functions by providing equipment and/or software.	

Identified Gap	
<i>Problem Identified</i>	<i>Data</i>
Lack of Audio/Video/Digital Equipment	Interstate 10 runs through three counties in Concho Valley; Crockett, Sutton and Kimble Counties, making it a major thoroughway for human and/or drug smuggling/trafficking. From I10, several US highways run north through the region providing even more routes for trafficking. Officers are lacking the proper night vision equipment and other equipment needed to stop these perpetrators. Cite- Concho Valley Regional Sheriff's Offices
<i>Potential Response to Problem</i>	
Improve the efficiency of criminal justice agencies in performing administrative functions by providing equipment and/or software.	

Identified Gap	
<i>Problem Identified</i>	<i>Data</i>
Unstable source of funding to provide training <i>General Justice System Support-Operational Support</i>	Need to continue trainings to: <ul style="list-style-type: none"> • Meet telecommunicator licensing requirements • Provide School Marshal training • Public Information Act • Academies and In-service legislative updates • Documentation, preservation, and disclosure of evidence in compliance with Brady v. Maryland (1963), Giglio v. United States (1972) and related

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	<p>cases and state laws, including the Michael Morton Act of 2013.</p> <ul style="list-style-type: none"> • Encourage law enforcement policy development
<i>Potential Response to Problem</i>	
<p>Improve the general capacity and capability of criminal justice agencies through direct support of operations, including training and equipment.</p>	

Identified Gap	
<i>Problem Identified</i>	<i>Data</i>
<p>Insufficient funding to purchase new vehicles</p> <p><i>General Justice System Support-Operational Support</i></p>	<p>Interstate 10 runs through three counties in Concho Valley; Crockett, Sutton and Kimble Counties, making it a major thoroughway for human and/or drug smuggling/trafficking. From I10, several US highways run north through the region providing even more routes for trafficking. Officers are lacking newer vehicles needed to stop these perpetrators.</p> <p>Cite- Concho Valley Regional Sheriff's Offices</p>
<i>Potential Response to Problem</i>	
<p>Improve the general capacity and capability of criminal justice agencies through direct support of operations, including training and equipment.</p>	

Identified Gap	
<i>Problem Identified</i>	<i>Data</i>
<p>Lack of updated technology in officers' vehicles and for county attorneys/prosecutors.</p> <p><i>General Justice System Support-Operational Support</i></p>	<p>With the speed at which technology grows, laptops depreciate and need replacing. For our regional county deputies and/or city officers to be efficient, the county/city officers need replacement laptops in their vehicles. County attorneys/prosecutors have older desktop computers and/or laptops. Counties lack funding to provide technology mandated by DPS to county attorneys/prosecutors.</p>
<i>Potential Response to Problem</i>	
<p>Improve the general capacity and capability of criminal justice agencies through direct support of operations, including training and equipment.</p>	

Identified Gap

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<i>Problem Identified</i>	<i>Data</i>
Lack of programs to prevent, control, or reduce narcotic addiction and juvenile delinquency	No rural drug courts or drug counseling facilities. Rural counties transfer individuals to facilities in San Angelo or Abilene. When these facilities are full, rural counties lack placements facilities.
<i>Potential Response to Problem</i>	
Provide funding from JAG or other sources to provide counseling programs.	

Identified Gap	
<i>Problem Identified</i>	<i>Data</i>
Lack of forensic evidence collection equipment	No forensic evidence collection equipment in the region.
<i>Potential Response to Problem</i>	
Provide funding from JAG or other sources to provide DNA or other forensic evidence.	

Barriers to Accessing Services

- Geographic isolation can present several barriers to training classes in the region.
- Lack of personnel to staff jail facilities creates problems with housing of incarcerated individuals in rural counties.
- Lack of funding to rural communities with regards to equipment and programs.
- Lack of sufficient funding for law enforcement to increase knowledge in juvenile services, or to assist with diversion programs or crime prevention programs.
- Lack of counseling and/or substance abuse providers in rural areas.
- Lack of mental health and/or substance abuse facilities in rural areas.

How are these resources currently working together?

Currently, there are no regional task forces. Each individual county/city law enforcement agency, with the assistance of the Texas Department of Public Safety Drug Unit addresses drug-related crimes within their own jurisdictions. The gaps in services are associated with no regional approach to address drug-related crimes and activities associated with drug abuse. Because of this, the region is less prepared to deal with the issues using a regional approach. Some of the smaller counties are left without adequate resources. With current vehicle traffic through the region using Interstate 10 (Crockett, Sutton, and Kimble Counties), state highways and farm to market roads, the drug industry cultivates the same problems as those in large urban areas, (i.e., gang related problems, major drug trafficking and interstate drug trafficking). There is cooperation between the local agencies and the Department of Public Safety, as well as the Federal Agencies.

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Through continuous coordination between all agencies and the Concho Valley Council of Governments (CVCOG), interoperable communication issues continue to be addressed. Training issues are being addressed through a collective training agreement between CVCOG Criminal Justice Division and Howard College. CVCOG has partnered with regional sheriff's offices to assist with additional in-service trainings to the region.

The Concho Valley Regional Law Enforcement Academy (CVRLEA) is in its 78th semester of the Basic Peace Officer Course. The CVRLEA also provides the Basic County Corrections Officer Course and the Telecommunicator Licensing Training several times per year. The CVRLEA also provides in-service training for peace officers to maintain their license requirements. These in-service hours include Intermediate and Advanced training for those who aspire to advance in their career.

Funding through the Office of the Governor for the CVRLEA has been stable, but is not enough to fully support the academy. The CVRLEA currently has one full-time instructor who also coordinates all trainings. The additional In-Service hour trainings are taught by either CVRLEA's instructor, contract providers or through informal partnerships with regional counties' sheriff's offices. The Concho Valley counties are paying a yearly fee to help maintain the regional academy.

Regional Law Enforcement Resources

- Coke County Sheriff's Office
- Concho County Sheriff's Office
- Crockett County Sheriff's Office
- Edwards County Sheriff's Office
- Irion County Sheriff's Office
- Kimble County Sheriff's Office
- Junction Police Department
- Mason County Sheriff's Office
- Menard County Sheriff's Office
- McCulloch County Sheriff's Office
- Brady Police Department
- Reagan County Sheriff's Office
- Schleicher County Sheriff's Office
- Sterling County Sheriff's Office
- Sutton County Sheriff's Office
- Sonora Police Department
- Tom Green County Sheriff's Office
- San Angelo Police Department
- Concho Valley Regional Law Enforcement Academy (CVRLEA)[Concho Valley Council of Governments]
- San Angelo Police Academy
- Angelo State University Police Department
- Texas Department of Public Safety

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San Angelo Police Department Specialized Units

San Angelo Police Department has several specialized units. Crime Scene Investigators assist the Criminal Investigation Division and Patrol Division with the collection and maintenance of evidence. Photographs, fingerprints, and other forensic evidence is collected and analyzed by investigators for submission to court when needed.

The Special Weapons and Tactical (SWAT) Team is a specially trained team of San Angelo Police Department (SAPD) officers that are armed and equipped to contain, gather information, and, if necessary, neutralize a special threat. In addition to their regular duties with the SAPD, SWAT members are on 24-hour call. Members of the SWAT Team are under the direct supervision of a team leader during any critical incident and operate in conjunction with the Crisis Negotiation Team (CNT) and Critical Incident Command.

The SWAT Team is called for various high-risk incidents including barricaded subjects, hostage situations, sniper situations, high-risk search or arrest warrants, riots, terrorist situations, dignitary or VIP protection and any other high-risk situation as designated by the Chief of Police.

The Crisis Negotiation Team is a group of personnel specially trained in the art of dialogue between an offender and the police. The goal of the CNT is the release of any hostage and the peaceful surrender of the offender. Members of the CNT are on 24-hour call in addition to their regular duties as San Angelo Police officers. They are under the direct supervision of a Team Leader during a critical incident and operate in conjunction with the SWAT Team and Critical Incident Command.

The CNT responds to any critical incident in which lives may be in danger. They respond to barricaded subjects, hostage situations, suicidal subjects and other situations as designated by the Chief of Police.

Tom Green County Sheriff's Office Special Response Team

The Tom Green County Sheriff's Office Special Response Team (SRT) is made up of full time, sworn deputies of the Tom Green County Sheriff's Office. Members are subject to call 24 hours a day, seven days a week. They are trained and equipped to handle special situations in which normal law enforcement procedures may not prevail. Incidents involving high risk search warrants, high risk arrest warrants, barricaded subjects and rural operations are some of the incidents that might require activation of the SRT.

The team is equipped and able to respond anywhere within the Concho Valley Council of Government (COG) region at the request of another law enforcement agency or county sheriff.

Prosecution and the Courts

The Victims Assistance program for the District Attorneys' Offices serves crime victims throughout the four districts (51st, 112th, 119th, & 452nd), aiding victims of both violent and property crimes including family violence, child abuse, and sexual assault.

The system is composed of the District Attorneys' Offices, law enforcement, the courts, and the correctional and probation systems. In all crimes against persons and major property crime cases, the District Attorneys' Office requires an assigned prosecutor to work on a case from the time it comes into the office through the disposition of the case. The Victim/Witness Division can provide information, referral, and support throughout the criminal justice system process.

- 51st & 119th District Attorneys' Office: The 51st covers Tom Green County (San Angelo), Coke County (Robert Lee), Sterling County (Sterling City), Irion County (Mertzon) and Schleicher County (Eldorado). The 119th also serves Tom Green County, Concho County (Paint Rock and Eden) and Runnels County (Ballinger and Winters)

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- 452nd District Attorney's Office: The 452nd covers Kimble County (Junction), Edwards County (Rock Springs), Menard County (Menard), McCulloch County (Brady) and Mason County (Mason).
- The 112 District Attorney's Office serves Sutton County (Sonora), Crockett County (Ozona) and Reagan County (Big Lake) in the Concho Valley region as well as counties in other COG regions.
- **County Attorneys' Offices in:**
 - Coke County
 - Concho County
 - Crockett County
 - Edwards County
 - Irion County
 - Kimble County
 - Mason County
 - Menard County
 - McCulloch County
 - Reagan County
 - Schleicher County
 - Sterling County
 - Sutton County
 - Tom Green County

The victim assistance program of the domestic violence unit for Tom Green County's Attorney's Office provides intervention and supportive services for crime victims of family violence. Other services include protective orders, investigations and filing of charges. Their coordination is with the Justice of the Peace, Magistrates and Judges.

There are currently four specialty courts in Tom Green County involving felony and misdemeanor cases dealing with driving while intoxicated (DWI) and drug cases. There is a possible expansion into mental health issues.

Another specialty court is the IV-D Child Support court #34 and the Child Protection Court of the Concho Valley.

Other Resources & Coordination for County & District Attorneys' Offices:

- San Angelo Police Department
- Crisis Intervention Unit (CIU) of the Tom Green County Sheriff's Office (Emergency Protective Orders)
- Family Shelter of San Angelo
- Hope House
- Open Arms Rape Crisis Center & LGBT+ Services
- MHMR of Concho Valley (Mental Health and Intellectual and Developmental Disability Authority)
- The McCulloch County Family Shelter, Brady
- Legal Aid of North West Texas (Protective Orders)
- Advocates for Victims of Crimes (AVOICE) [Protective Orders]

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Incarceration and Detention Facilities

In lieu of causing further overcrowding of current facilities maintained, many agencies work towards the prevention aspects of key problem areas. Many of the public and social service groups previously named include a structured crime prevention and community education program within the frame of their focused service. Not having the ability to track the number of cases where potential arrests were prevented due to the efforts of these prevention programs (or even the way in which public service was provided from the use of conflict resolution skills), agencies work together with the subjective knowledge that prevention tactics deter further overcrowding in our facilities. As a demonstration of prevention in the family violence area, one program is designed to intervene, prevent further violence, and make an offer of agreement. Using a mutual agreement contract, namely the Pre-Trial Diversion Contract, the offender is given a second chance. The probation departments also set up conditions on the supervised regarding alcohol and substance abuse intervention, literacy, child abuse offender therapy, community service, and other treatment-oriented programs.

In the situation where adult incarceration and detention facilities are not available, as in the counties of Concho, Coke, Sterling, and Irion, contracts are negotiated between counties, including Runnels, McCulloch, and Tom Green, to meet the incarceration needs of the individual law enforcement and criminal justice agencies within these counties.

Tom Green County opened a 552 maximum bed capacity detention center on July 7, 2020. Direct supervision is the style of the facility, which allows for a better environment for both staff and inmates. The housing units allow sunlight to come through which makes the facility seem less dungeon-like. There are separation/single cells which isolate inmates who have an infectious disease or who are deemed to be a threat, whether to themselves or others. The facility also has a housing area called the PREA Unit. PREA stands for Prison Rape Elimination Act. It helps protect inmates who are at the most risk of victimization; LBGT+, first time young offenders- 17-year-olds, etc.

Facilities located in the West Texas region such as the cities of Ballinger, Big Spring, Abilene, Fisher, Eldorado, and Mitchell Counties are used for overcrowding, unless these facilities are experiencing overcrowding as well. In this event, other resource facilities may be available, yet the transporting distance is vast. In this situation, the problem of juvenile incarceration and detention is larger than the resources that we have available.

Drug Problems

Regarding illegal drug activity, the region's law enforcement agencies provide the mechanics by which drug investigations are determined, assisted with, coordinated, and implemented. Those involved are an assigned prosecutor with the 51st, 112th, 119th, and 452nd Judicial Districts of the District Attorneys' offices; law enforcement from the 14-county region; Department of Justice, FBI, U.S. Internal Revenue Service agents; Department of Public Safety; Texas Rangers, Border Prosecution Unit, and other law enforcement agencies across the state.

Where drug activity crosses over into the areas of family violence, child abuse, sexual assault, or other types of crimes against person or property, local law enforcement provides direct referral for the victims they encounter to:

- Texas Department of Family Protective Services
- Family Shelter of San Angelo
- Tom Green County Crisis Intervention Unit
- Open Arms Rape Crisis Center & LBGT+ Services
- Hope House

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Agencies among the region share intelligence in the event of illegal drug activity suspicions. Also, criminal intelligence information sources are available across the state where Criminal Intelligence Divisions exist in the various law enforcement agencies. In addition to these links, sources of contact are also maintained with drug and gang activity clearinghouses and/or statewide hotline resource centers.

Where suspicions or allegations of illegal drug use exist in facilities, such as the county jails and the Family Shelter of San Angelo, information is provided to law enforcement personnel. The Community Corrections and Supervision Division may conduct a urine analysis on drug offenders and those on probation.

In further addressing the issue of illegal drug activity (and in the deterrence of), training programs are provided by:

- Concho Valley Law Enforcement Training Academy
- Inter-departmental law enforcement agency groups
- Law Enforcement among the 14-county service area

The Concho Valley Community Supervision and Corrections Department provides a Drug Court under Texas Health and Safety Code Chapter 469, which serves Tom Green County. Other counties within the service area have expressed interest in having drug court(s).

Residential & Property Crime

In the deterrence of residential crime and violence, including household burglary, auto theft, vandalism, theft, other forms of property crime, sexual assault, child abuse, fraud, arson, gang activity, and hate crime activity, many coordinated contacts are used, including:

- Law enforcement agencies within the 14-county COG Region (noted above)
- San Angelo Police Department has developed a Community Services Office which contains easy access to crime prevention programs.
 - Operation I.D.
 - Neighborhood Watch Programs
 - Crime Victim Assistance
 - Citizen Police Academy Association
 - Crime Stoppers
 - Nextdoor (Social Media App)

With these programs in place, awareness is generated in not only the immediate area but also in the surrounding community. Presentation and guidance are integrated with local and rural school districts, organization groups, churches, Goodfellow Air Force Base, businesses who desire personal safety information for employees or safety checks conducted on the physical plant, and in-service training programs for professionals. These crime prevention programs are offered to any group within the Concho Valley area.

Homicide

Regarding homicide, group efforts are involved in the investigation, intervention, and disposition of these cases. The San Angelo Police Department's Criminal Investigation Division works with inter-department units, the District Attorneys' offices, and federal, state and county law enforcement agencies. Victim assistance programs such as, Tom Green County Crisis Intervention Unit, Open Arms Rape Crisis Center & LGBT+ Services and Family Shelter, as well as those in the criminal justice system are also called upon. The Tom Green County Crisis Intervention Unit is specially trained on providing death notifications. Crime Scene

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Investigators from the San Angelo Police Department assist the Criminal Investigation Division and Patrol Division with the collection and maintenance of evidence of a crime. Photographs, fingerprints, and other forensic evidence is collected and analyzed by investigators for submission into court when needed.

The Tom Green County Attorney's Domestic Violence Unit aids in preventing homicides by assisting victims of domestic homicides at the source through protective orders and domestic violence prosecution. Various agencies also work together on investigations and crime scenes in other parts of the region including the 51st & 119th District Attorneys' Offices and its investigators and staff.

Law Enforcement Training

The Concho Valley Regional Training Academy provides training to fourteen counties that cover over 18,000 square miles. Educational services are provided to approximately 2,324 officers with 37,356 contact hours, 16 Intermediate and Advance in-service schools, one basic peace office academy, three basic county corrections courses, and two telecommunicator's courses (more county corrections/telecommunicator's courses offered if requested and instructors are available). Efforts in 2021 resulted in an 80% passing rate for the Basic Peace Officer Course, an 81% passing rate for the County Corrections (Jailer) licensing course and an 83% passing rate for the Telecommunications Operator Licensing Course (TCOLE stats with participants in the 14-country region).

Increasing the Coordination of Resources

- Improve coordination efforts among agencies and organizations
- Enhanced prevention, detection, and intervention at the public-school level and institutions of higher learning
- Coordinate with grassroots organizations in prevention
- Periodic crime summits or information exchange opportunities

Juvenile Justice Priorities

Vision:

All juveniles in the region have access to comprehensive services, transportation to services, and culturally appropriate services, especially where language or cultural difference are diverse.

Mission:

To support and facilitate the development of services to juveniles that is accessible, effective, and culturally appropriate.

Major Findings:

- Through the planning process, the following needs, and barriers to accessing services were identified, thereby leaving a gap in services.

Local priorities:

- Improve Mental Health/Counseling Resources
- Reduce Narcotic Activity
- Create Diversion Programs
- Decrease Truancy
- Improve Family/Community Resources

Identified Gap	
<i>Problem Identified</i>	<i>Data</i>
Lack of funding to train and/or staff School Resource Officers <ul style="list-style-type: none"> ○ <i>Enhance or initiate comprehensive juvenile justice and delinquency prevention programs.</i> 	<ol style="list-style-type: none"> 1. In the US, 1 in 5 students ages 12-18 has been bullied during the school year. 2. Approximately 160,000 teens have skipped school because of bullying. 3. Students who reported that they were frequently bullied scored lower in reading, mathematics, and science than their peers who reported that they were never or rarely bullied. 4. The most commonly reported type of bullying is verbal harassment (79%), followed by social harassment (50%), physical bullying (29%), and cyberbullying (25%). 5. Labeling an incident as bullying can be important because it influences whether students tell an adult, as well as how adults respond to the student's report. 6. More than half of bullying situations (57%) stop when a peer intervenes on behalf of the student being bullied.

	<p>7. 6th grade students experience the most bullying (31%).</p> <p>8. 70% of school staff have seen bullying. 62% witnessed bullying two or more times in the last month, and 41% witness bullying once a week or more.</p> <p>9. Students are less likely to report bullying as they get older. Only 39% of high schoolers notified an adult of bullying.</p> <p>10. 42% percent of students who reported being bullied at school indicated that the bullying was related to at least one of the following characteristics: physical appearance (30%), race (10%), gender (8%), disability (7%), ethnicity (7%), religion (5%), and sexual orientation (4%).</p> <p>11. Over half of students ages 12-18 who reported being bullied believed their bullies had the ability to influence what other students thought of them.</p> <p>(Source : https://www.dosomething.org/us/facts/11-facts-about-bullying)</p> <p>Training for School Resource Officers is needed in schools as a preventative measure.</p> <p>In 2020 there were at least 67 incidents of gunfire on school grounds, resulting in 15 deaths and 30 injuries nationally. (Source : http://everytownresearch.org/reports/analysis-of-school-shootings/)</p>
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Potential Response to Problem

Comprehensive juvenile justice and delinquency prevention programs that meet needs of youth through collaboration of the many local systems before which a youth may appear, including schools, courts, law enforcement agencies, child protection agencies, mental health agencies, welfare services, health care agencies and private nonprofit agencies offering youth services.

Identified Gap	
<i>Problem Identified</i>	<i>Data</i>
<p>Lack of juvenile jobs/education training programs for at-risk/in CJ system youth.</p> <p>GED program taken out of the school system.</p> <ul style="list-style-type: none"> ○ <i>Reduce crime by enhancing the employability of youth or prepare them for future employment.</i> 	<p>There is one job training program provided by the Concho Valley Workforce Development Board for youth, including those in the criminal justice system, called Workforce Innovation and Opportunity Act (WIOA). This program serves youth with barriers, including those with criminal justice history and/or youth in the foster care system. Additional training programs for at-risk youth would provide education on what employers expect. GED may now be acquired through Howard College.</p>

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<i>Potential Response to Problem</i>
Projects to enhance the employability of youth or prepare them for future employment. Such programs may include job readiness training, apprenticeships, and job referrals.

Identified Gap

<i>Problem Identified</i>	<i>Data</i>
<p>Lack of funding to provide core juvenile counseling and assessment services</p> <ul style="list-style-type: none"> • <i>Reduce crime by addressing mental health problems among youth in the juvenile justice system.</i> • <i>Divert juveniles from entering or progressing into the juvenile justice system.</i> 	<p>There are four different juvenile probation departments within the Concho Valley: 452nd Judicial District (Mason, Menard, McCulloch, Kimble, and Edwards), Reagan County, Sutton/Crockett County, and Tom Green County (which services Coke, Concho, Sterling, Irion, Schleicher, and Tom Green Counties). These counties, other than Tom Green, are rural and have a hard time funding counseling and assessment services for juveniles.</p> <p>Geographic location, including lack of comprehensive services, transportation to services, and culturally appropriate services is also an issue in some counties.</p>

<i>Potential Response to Problem</i>
Programs providing mental health services for youth in custody in need of such services including, but not limited to assessment, development of individualized treatment plans, and discharge plans.

Identified Gap

<i>Problem Identified</i>	<i>Data</i>
<p>Lack of funding to provide juvenile substance abuse initiatives, including substance abuse programs and treatment centers.</p> <ul style="list-style-type: none"> • <i>Enhance or initiate comprehensive juvenile justice and delinquency prevention programs.</i> 	<p>There is no juvenile substance abuse facility in the region.</p>

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<i>Potential Response to Problem</i>
Comprehensive juvenile justice and delinquency prevention programs that meet needs of youth through collaboration of the many local systems before which a youth may appear, including schools, courts, law enforcement agencies, child protection agencies, mental health agencies, welfare services, health care agencies and private nonprofit agencies offering youth services.

Identified Gap	
<i>Problem Identified</i>	<i>Data</i>
<p>Lack of funding to provide immediate and sustained support for juveniles who are victims of child abuse or violent crimes that include support during criminal justice process, counseling/therapy, and legal advocacy.</p> <ul style="list-style-type: none"> • <i>Reduce crime by addressing mental health problems among youth in the juvenile justice system.</i> • <i>Divert juveniles from entering or progressing into the juvenile justice system.</i> 	<p>Concho Valley counties are mostly rural and have a hard time funding counseling services in all counties.</p> <p>Geographic location, including lack of comprehensive services, transportation to services, and culturally appropriate services is always an issue in rural jurisdictions.</p>
<i>Potential Response to Problem</i>	
Programs providing mental health services for youth in custody in need of such services including, but are not limited to assessment, development of individualized treatment plans, and discharge plans.	

Barriers to Accessing Services

- Geographic isolation can present several barriers to service, including lack of comprehensive services, transportation to services, and culturally appropriate services.
- Lack of immediate aid, assistance, resources, shelters, and counseling for runaway, abused, and neglected children.
- Lack of multidimensional assessment of juveniles can result in piecemeal service delivery, often time leading to a misdiagnosis of the needs.

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- Language and cultural differences may prevent juveniles from receiving culturally appropriate help.
- Lack of sufficient funding for juvenile services results in very limited services being available with regards to diversion and prevention of crimes, as well as lack of treatment centers for substance abuse, or sexual addiction.

How are these resources currently working together?

The resources that are available within a particular county in the region may be accessible to other counties through mutual aid agreements. However, time and distance are variables that make these agreements unworkable. Within the region, there are several organizations that address multiple juvenile justice delinquency and prevention programs. By encouraging these organizations to expand their services to counties contiguous to them will only enhance the region's efforts to solve common issues. Law enforcement agencies within the region will continue to train their law enforcement personnel to meet the needs to address juvenile justice delinquency and prevention programs.

In response to juvenile behavior or general juvenile problems (such as abuse, neglect, teen pregnancy, runaways, mental issues, etc.) representatives and counselors from the school districts and Education Region XV with the Tom Green County Juvenile Justice Center coordinate to provide services. Other agencies relied upon include:

- Texas Department of Family Protective Services
- Concho Valley Home for Girls
- West Texas Boys Ranch
- MHMR of Concho Valley (Mental Health and Intellectual and Developmental Disability Authority)
- Private therapists
- River Crest Hospital
- West Texas Counseling and Guidance

In response to juvenile behavior that contradicts juvenile laws, the Tom Green County Juvenile Justice Center accepts referrals from all sources in the region (when slots are available). During meeting assessed needs, this agency, and the assigned probation officers work with:

- The court system
- Law enforcement
- Hope House (Child Advocacy Center)
- School At-risk Coordinators
- Child Protective Services
- West Texas Boys Ranch
- MHMR of Concho Valley (Mental Health and Intellectual and Developmental Disability Authority)
- Private therapists
- Family Shelter
- Open Arms Rape Crisis Center & LGBT+ Services
- Youth Advocate Program

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There are no juvenile treatment facilities locally. Alcohol and Drug Abuse Council for the Concho Valley does prevention counseling for drug issues. Outside agency contracts for placement are vital or as a last resort, many children are committed to treatment facilities around the state. There are limited placements at private facilities on a cost-per-day basis. Foster home programs and mentor programs are also used per needs assessed, yet alternatives and monies are scarce. Since the juvenile problem is an area-wide concern, the Committee feels that all agencies and youth would greatly benefit from making the Purchases of Services Program a regional project. This program allows all agencies dealing with juveniles within the Concho Valley access to this funding for specific juvenile needs. The amount of funding presently received is not enough to be cost-effective in the process of allocating money to the individual counties.

The service providers are experiencing increases with juveniles having complex emotional, behavioral, and mental health issues that cross over into dual diagnosis.

The on-going issue of family support is a problem. School social workers, such as those in the San Angelo Independent School District, assist in many ways to provide supportive services, social service, referral, material, needs and direct family intervention.

The Municipal Court system deals with offenses such as curfew, alcohol offenses, violence, parent contributing to non-attendance and behavior issues. Many situations involve imposing fines on parents and legal guardians, and other methods, such as prevention, education programs, counseling and community service for both parents, guardians, and juveniles.

Increasing the Coordination of Resources

- Information sharing.
- Increased collaboration between the children's service providers, the system, schools, and the community.

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Mental Health & Substance Abuse Priorities

Vision:

To eliminate substance abuse and mental health related problems in the community by establishing model programs in partnership with other community agencies.

Mission:

To provide a comprehensive continuum of services to all persons affected by substance abuse and mental health issues regardless of age, ethnic background, and or financial status.

Major Findings:

Through the planning process, the following needs, and barriers to accessing services were identified, thereby leaving a gap in services.

Local priorities:

- Provide Mental Health Services in Rural Communities
- Provide Mental Health Training
- Provide Affordable Substance Abuse Treatment
- Increase Low-cost Housing Options
- Provide Respite Care

Identified Gap	
<i>Problem Identified</i>	<i>Data</i>
<p>Lack of understanding that mental health is essential to overall health, providing consumer- and family-driven mental health care, eliminating disparities, providing early detection, assessment, and treatment using technology in mental health care and information access to develop and align prevention resources with priority needs.</p>	<p>No education on mental health issues, in the region. Very little training on Mental Health (Psychological) First Aid in the region.</p>
<i>Potential Response to Problem</i>	
<p>Education to community members on mental health wellness, promoting good positive mental health activities, and mental health wellness programs. Grants from PSO-CJD or other sources to fund additional training with regards to Mental Health First Aid.</p>	

Identified Gap	
<i>Problem Identified</i>	<i>Data</i>
<p>Lack of infrastructure to support communities in their efforts to provide substance abuse services and behavioral health services</p>	<p>In the rural communities, there is very little infrastructure in place to support mental health and substance abuse services, for both adults and children. In the CVCOG Region there is no provider of substance abuse counseling for Juveniles.</p>
<i>Potential Response to Problem</i>	
<p>Funding from PSO-CJD or other sources for substance abuse issues for counseling. Funding from counties for counseling.</p>	

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Identified Gap	
<i>Problem Identified</i>	<i>Data</i>
Lack of workforce and other stakeholders to effectively plan, implement, evaluate, and sustain comprehensive, culturally relevant individual and environmental prevention strategies and programs	Within the rural counties there are limited resources dedicated to mental health.
<i>Potential Response to Problem</i>	
Partner with agencies to provide job opportunities to individuals in rural counties. Funding from PSO-CJD or other sources to allow service providers that currently operate in the region to expand the service area to effectively provide services to those in need regardless of location.	

Identified Gap	
<i>Problem Identified</i>	<i>Data</i>
Lack of funding for implementation of prevention programs and strategies that decrease alcohol use and illegal and prescription drug abuse.	Within the rural counties there are limited resources dedicated to substance abuse.
<i>Potential Response to Problem</i>	
Funding from PSO-CJD or other sources to allow service providers that currently operate in the region to expand the service area to effectively provide services to those in need regardless of location.	

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Identified Gap	
<i>Problem Identified</i>	<i>Data</i>
Lack of funding for training with regards to Mental Health First Aid, for law enforcement as well as others in the criminal justice system.	Not much training offered for criminal justice personnel in mental health first aid or overall awareness.
<i>Potential Response to Problem</i>	
Funding from PSO-CJD or other sources to allow mental health providers to offer Mental Health First Aid as well as Mental Health Awareness training to community members. Work with MHMR Services for the Concho Valley and other providers within the region to provide Mental Health First Aid and Suicide Prevention/Intervention training to county jailers, law enforcement, and other correctional providers.	

Barriers to Accessing Services

- Geographic isolation- those in rural areas have limited access to needed services due to the limited number of providers and lack of public transportation within the region.
- Attitude’s barriers - believing that the mental illness will resolve on its own and not believing that mental health care will be beneficial.
- Cross-cultural barriers to seeking help can be classified in four categories: cognitive, affective, value orientation, and physical or structural.
 - Cognitive Barriers - Some cultures see no distinction between physical and psychological problems because “the psyche and soma” are seen as a whole.
 - Affective Barriers - The willingness to report problems may be influenced by perceptions of stigma and shame.
 - Value Orientation Barriers - Disclosing personal problems to strangers is highly discouraged.
 - Physical or Structural Barriers - Lack of knowledge or awareness of available services stands out as one of the major reasons for underutilization: mental health services may be unaffordable for individuals with a low socioeconomic status.

Within the region is the State Supported Living Center in Carlsbad, Texas (Tom Green County). The MHMR Services for the Concho Valley in San Angelo serves the Coke, Concho, Crockett, Irion, Reagan, Sterling, and Tom Green counties in this region for mental health issues. Hill Country Developmental Disability Center serves Edwards, Kimble, Mason, Menard, Schleicher, and Sutton Counties. Center for Life (in Brownwood) services McCulloch County’s needs. The coordination of services in the region is a work in progress. Rural counties cannot sustain funding to effectively offer services in another county due to lack of transportation, facilities, and/or victims requiring the services.

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The Texas Correctional Office on Offenders with Mental or Medical Impairments (TCOOMMI) is also an active program within the Concho Valley and provides services to these counties: Coke, Concho, Crockett, Irion, Reagan, Sterling, and Tom Green.

Concho Valley MHMR has six different TCOOMMI programs: Adult Intensive Case Management Probation, Adult Intensive Case Management Parole, Adult Transitional Case Management Parole/Probation, Jail Diversion, Continuity of Care, Juvenile Special Needs Diversionary Program, and Residential Treatment Program at Court Ordered Residential Treatment Center/Substance Abuse Treatment Facility (CRTC/SATF) facility on Northeast side of town via Concho Valley Community Supervision and Corrections Division (CSCD).

The Concho Valley Continuity of Care program serves all offenders if within our local service area (Coke, Concho, Crockett, Irion, Reagan, Sterling, and Tom Green.)

We work with any/all identified offenders referred to our TCOOMMI programs via probation, parole, and other LMHA's, Juvenile Probation and TJJD releases.

Hill Country Center MHMR has four Different TCOOMMI programs: Adult Intensive Case Management Probation, Adult Intensive Case Management Parole, Continuity of Care, Juvenile Special Needs Diversionary Program and Residential Treatment Program.

The Hill Country Center continuity of care program serves all offenders if within our local service area (Edwards, Kimble, Mason, Menard, Schleicher, and Sutton Counties)

We work with any/all identified offenders referred to our TCOOMMI programs via probation, parole, and other LMHA's, Juvenile Probation and TJJD releases.

Center for Life in Brownwood has TCOOMMI Continuity of Care Services for offenders. (McCulloch County)

This program provides community-based interventions such as:

Case Management for Adults

- Adult service programs are designed to demonstrate a multi-service approach, along with appropriate and cost-effective alternatives to incarceration for offenders with special needs.
- Through contracts with TCOOMMI, community centers and the Department of State Health Services provide a local mental health authority offering:
 - Case management
 - Psycho-social rehabilitation
 - Psychiatric services
 - Medication and monitoring
 - Individual/Group therapy and skills training
 - Benefit eligibility services including Federal Entitlement Application Processing
 - Screening and linkage to appropriate medical services, including hospice
 - Jail screening
 - Court intervention
 - Pre-release referral process for jails and families

The Alcohol & Drug Abuse Counsel for the Concho Valley serves thirteen counties within Concho Valley: Coke, Concho, Crockett, Irion, Kimble, Mason, McCulloch, Menard, Reagan, Schleicher, Sterling, Sutton, and Tom

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Green. It should be noted, however that ADACCV provides treatment services to people throughout Texas, not those solely from the Concho Valley.

ADACCV has promoted wellness and recovery for over 60 years and has assisted countless individuals to have their lives free from the grip & dangers of alcohol and drugs. They are licensed by the TX Health & Human Services Commission (HHSC) to provide outpatient & detox, intensive residential substance use disorder treatment for adult men & women, including pregnant women & women with children at the Cotton Lindsey Center & the Journey Recovery Center. Their target population includes homeless & indigent persons who may otherwise be unable to access alcohol assessment and referral programs that provide information, support & direct assistance to those seeking services. Additionally, they have a self-pay program and are the Provider of Choice for most major commercial insurance. With detoxification services for up to 12 clients, 30 male treatment beds, and 30 female treatment beds, the Journey Recovery Center features 14 offices, 2-day rooms, a group room, an activity building, dining room, kitchen, childcare area, nursing station, program tech area, and enough bedroom space to treat a total of 72 clients.

The facility opened in March 2020 and provides treatment for all drug addictions.

Continuity of Care (COC)

- Adult COC programs are designed to conduct pre-release screenings and referrals for post-release medical or psychiatric services for adult offenders with special needs referred from the Texas Department of Criminal, Correctional Institutions Division (TDCJ CID) and other sources.
- Local mental health authority community center COC services include but are not limited to the following:
 - Service coordination for post-release services
 - Joint treatment planning with criminal justice agencies, social services, health & human service agencies and other appropriate disciplines
 - Benefits eligibility services and applications

Jail Diversion

- The jail diversion programs are designed specifically to demonstrate a multi-service approach for more appropriate alternatives to incarceration for offenders with medical impairments.
- The jail diversion programs include the following services:
 - Designated mental health staff assigned to screen offenders for mental health issues.
 - Resource information services for attorneys or court personnel
 - Advocacy for the offender with attorneys, court personnel and/or bond release programs
 - Referrals for further medical evaluation or commitment

Services for Juvenile Probationers

- Juvenile services programs are designed as a family-based, multi-service approach to meet the mental health needs of juvenile offenders.
- Services are targeted for youth in the Texas juvenile justice system, ages 10-18, who have been assessed with severe emotional disturbances.
- Local mental health authority community center programs provide core team-oriented case management and flexible programming.
- Service components include:

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- Assessments for service referral
- Service coordination and planning
- Medication and monitoring
- Individual and/or group therapy and skills training
- Family focused support services
- Benefit eligibility services
- Transitional services

Wrap Around Services for TJJD Youth on Parole

- Juvenile services are provided to TJJD juveniles through a Continuity of Care system
- Services are directed for youth released on parole who have a serious mental illness which require post release treatment
- Local mental health authority community center services provide:
 - Individualized assessments
 - Services coordination
 - Medication monitoring
 - Advocacy services
 - Transitional services to other treatment programs
 - Benefit eligibility

CVCOG Criminal Justice Division continues to support the regional efforts in the area by participating in training efforts to assist Mental Health services organizations.

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Victim Services Priorities

Vision:

All crime victims in the CVCOG region have access to what they need, when they need it.

Mission:

To support and facilitate the development of services to crime victims that are accessible, effective, and victim centered.

Major Findings:

Through the planning process, the following needs, and barriers to accessing services were identified, thereby leaving a gap in services.

Local priorities for Victim Services:

- Decrease the number of Sexual Assaults
- Provide Trauma-Informed Healing
- Reduce Recidivism of Family/Domestic Violence
- Increase Community Awareness of Human Trafficking
- Improve Community Support and Partnerships

Identified Gap	
<i>Problem Identified</i>	<i>Data</i>
Funding is needed to provide core victim services within the region, to include sheltering, counseling, financial assistance, transportation, crisis intervention and legal services to ensure that all victims receive an appropriate level of service.	Not enough funding to meet the vision and mission for victim services, which is to provide all crime victims in the region with services.
<i>Potential Response to Problem</i>	
Provide direct services to victims of crime, with the goal of speeding their recovery and aid them through the criminal justice process.	

Identified Gap

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Identified Gap	
<i>Problem Identified</i>	<i>Data</i>
<p>Lack of immediate and sustained support services for victims of crime that include information on victim rights and resources, support during criminal justice process, counseling/therapy, immediate financial assistance, legal advocacy, and lack of transportation to and from services</p>	<p>There is no immediate financial assistance provided to assist victims. Victims must file through Crime Victim compensation act and wait for compensation. There are no Crime Victim Compensation for victims whose case is not prosecuted. There are limited transportation services to assist victims to and from needed services.</p>
<i>Potential Response to Problem</i>	
<p>Provide direct services to victims of crime, with the goal of speeding their recovery and aid them through the criminal justice process.</p>	

Identified Gap	
<i>Problem Identified</i>	<i>Data</i>
<p>Lack of training for law enforcement, judges, advocates, and counselors on victim issues, including the point of view of the victim. <i>Victim Assistance System Improvement.</i></p>	<p>Continuous changes in laws, legislation, and victim issues require ongoing training.</p>
<i>Potential Response to Problem</i>	
<p>Projects which seek to improve the overall system of victim assistance, including providing training or other support to direct services providers. CVCOG provides crime victims services training to the Basic Peace Officer Course. CVCOG could potentially provide crime victims services training as In-Service Training.</p>	

Identified Gap	
<i>Problem Identified</i>	<i>Data</i>
<p>Limited public awareness of crime victim's needs and experiences. Victims of crime and their family members need to 1) understand how to seek assistance and information about victims' rights, and 2) understand the resources available.</p>	<p>Adequate awareness is available to agencies who refer victims for services, however, there is no major public awareness campaign to increase overall public awareness.</p>

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<i>Victim Assistance System Improvement.</i>	
<i>Potential Response to Problem</i>	
Projects which seek to improve the overall system of victim assistance, including providing training or other support to direct services providers.	

Barriers to Accessing Services

- Geographic isolation can present several barriers to service, including lack of comprehensive services, transportation to services, and culturally appropriate services.
- Lack of information about rights may result in preventing victims from seeking services because they do not know that it is their right, or they do not know that services are available.
- Lack of multidimensional assessment of individual needs can result in piecemeal service delivery, often time leading to multiple inappropriate referrals.
- Language and cultural differences may prevent victims from seeking services or receiving culturally appropriate help.
- Lack of sufficient funding for victim services results in limited services being available to victims of all types of crime.
- Lack of mental health facilities and/or providers in rural areas.
- Lack of childcare available for victims to work and/or attend court hearings.
- Lack of transportation services for victims.

How are these resources currently working together?

The coordination of services in the region is a work in progress and is dependent upon funding. Rural counties cannot sustain victim services programs, based on funding, facilities, expertise, and victims requiring the services. Currently, several provide services to the entire region while other agencies share services with counties that are contiguous to each other. The largest community has more services available and through a regional approach, is now trying to expand services to others within the region.

CVCOG Regional Planning Commission Criminal Justice Division continues to support the regional victim services by participating in training efforts to assist victim services organizations.

Child Abuse and Neglect

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In addressing child abuse and neglect issues, Children's Advocacy Centers, local law enforcement investigative units, Texas Department of Family and Protective Services, local law enforcement agencies, Shannon Medical Center/SANE Program (Sexual Assault Nurse Examiner) and the District Attorney's office, all work together to investigate these cases.

Other resources and coordination:

- CASA (Court Appointed Special Advocate)
- Hope House
- Hill Country Children's Advocacy Center (Blanco, Burnet, Lampasas, Llano, **Mason**, and San Saba counties)
- Kids Advocacy Place-a division of Hill Country Crisis Council (Kerr, Bandera, Gillespie, Kendall and **Kimble** Counties)
- Heart of Texas Children's Advocacy Center (Brown , Mills, Comanche, Coleman, **McCulloch** , and **Menard** Counties)
- The Children's Advocacy Center of Tom Green County, Inc.
- Children's Emergency Shelter (under Concho Valley Home for Girls umbrella)
- The Family Shelter (Institute of Cognitive Development)
- San Angelo Independent School District (or relevant community school)
- River Crest Hospital
- West Texas Counseling & Guidance
- District Attorney Offices
- County Attorney Offices of each respective county
- Tom Green County Sheriff's Office, Crisis Intervention Unit
- Juvenile Justice Center

In further addressing the advocacy needs of children who endure abuse and neglect and whose cases are under investigation, the court system mandates Court Appointed Special Advocates (CASA) to provide monitoring and evaluation services and to present objective recommendations for the court. Hope House also provides family advocacy. For both agencies' role of advocating, they encounter many resource needs which may be met by the agencies listed below:

- District Attorneys' Office
- Law enforcement personnel
- Headstart Program
- West Texas Boys Ranch
- Open Arms (age 12 and up)
- Child Protective Services
- Concho Valley Home for Girls
- Family Shelter
- Relevant school district involved.
- The Haven Family Shelter, Brady

Open Arms Rape Crisis Center & LGBT+ Services offers direct victim services to adolescents/children who are 12 and older. Prevention and education programs are provided for all ages to the Concho Valley. Support, advocacy, and education/awareness are offered through the LGBT+ services.

Family Violence & Dating Violence

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In the area of family violence incident calls, the San Angelo Police Department and the Tom Green County Sheriff's Office provides direct intervention and referral for victims to the Crisis Intervention Unit (CIU). The CIU is an on-scene responder program that assists with referrals and emergency protective orders. Other agencies the CIU works with:

- Family Shelter
- Tom Green County Attorney's Office Domestic Violence Prosecution Unit
- District Attorneys' Offices
- Open Arms Rape Crisis Center & LGBT+ Services
- Shannon Medical Center
- Texas Department of Family Protective Services

In the enforcement of family violence disturbances where lethality exists (or other lethal situations assessed), the San Angelo Police Department provides a specialized Crisis Negotiation Team (with access to a psychologist) and SWAT as part of the Critical Incident Command.

Where other suspicions or allegations of family violence are found, a variety of organizations, such as those listed below, maintain contact cards and make referral to the Family Shelter:

- Law enforcement in the 14-County region
- The emergency rooms of Shannon Medical Center
- Texas Department of Family Protective Services
- The Housing Authority
- Private physicians
- Church leaders
- Open Arms Rape Crisis Center & LGBT+ Services
- Tom Green County Crisis Intervention Unit

The Tom Green County Attorney's office developed the Tom Green County Attorney Domestic Violence Prosecution Unit. This unit consists of a full-time prosecutor, investigator, victim liaison and administrative assistant to fully devote attention to the growing need from which this unit was born.

Tom Green County Coalition Against Violence (family violence and sexual assault) started in 1997. With members of law enforcement, the health department, the criminal justice system, the domestic violence shelter, and vital others, this coalition has been instrumental in awareness, education, and networking opportunities.

Sexual Assault

In response to cases of adult sexual assaults, the San Angelo Police Department and/or Shannon Medical Center have a protocol system wherein contact is made to the Open Arms Rape Crisis Center & LGBT+ Services. This agency provides trained crisis volunteer advocates for back-up assistance and victim support. The Advocates receive instruction through a training program certified by the Office of the Attorney General and answer a hotline and respond to the hospital and/or police department to assist victims.

Coordination of Resources

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The Concho Valley Region has always maintained a history of developing working relationships among its agency members. This strategic plan encourages increased coordination of resources for the future. Increasing the insight of agencies that they have commonalities make the programs more cost-effective, accountable, and organized for efficiency to provide quality public service in our region. Ways in which to increase the coordination efforts among resources available in the community include the following objectives:

- Promote coordination among those agencies with common designated service areas through regular meetings and collaboration.
- Widen agency boundaries to reduce territoriality.
- Increase community awareness using news media and internet.
- Involve other agencies in the planning process.
- Draw agency and resource representatives together.
- Cross-training, training efforts, information sharing, collaborating on projects, regular meetings, and strategic planning.

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FUTURE STEPS & IMPLEMENTATIONS

The Concho Valley Planning Team works in conjunction with other planning groups in the region to ensure a regular exchange of ideas. Individuals active in the planning process serve on many of these committees and share mutual concerns.

The Concho Valley Planning Team strives to meet periodically to review the Plan and make necessary additions and deletions. Agency and community representatives typically submit suggestions and changes via telephone and e-mail throughout the year to the Planning Coordinator.

Drafts and updates of the Regional Plan are circulated by e-mail with requests for comments, changes, etc. Wherever possible, e-mail is used to reduce the need for meetings, printing, and postage.

It is the intent of the Regional Planning Group to improve outcomes for Concho Valley families struggling with problems described in the Plan's focus areas. Efforts are being made by many Concho Valley agencies and organizations to address problems with local funds as well as grant funds from multiple state and federal sources. To the extent that these funds are available, the Regional Planning Group will continue to encourage agencies to provide programming that addresses the outlined focus areas.

This plan was submitted to and approved by the Criminal Justice Advisory Committee on April 5, 2023.

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Approved by Chair _____

This plan submitted to and approved by the Executive Committee on April 10, 2023.

Approved by Chair _____

This plan will be submitted to the Public Safety Office, Criminal Justice Division of the Office of The Governor of the State of Texas.

Copies of this plan may be requested through an open records request to the Concho Valley Council of Governments, 5430 Link Rd., San Angelo, TX 76903.

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A special note of appreciation goes out to the Concho Valley Criminal Justice Advisory Committee (CJAC). Without their hard work and dedication, this plan would not be complete.

Thank you, Concho Valley CJAC Members!



CONCHO VALLEY COUNCIL OF GOVERNMENTS

Nicole Nixon

Criminal Justice Program Manager

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(325) 944-9666 x262 Office

5430 Link Rd.

San Angelo, TX 76903

Memo

To: Executive Committee

From: Nicole Nixon – Public Safety Program Manager

Date: 5/17/2023

Re: CONSIDER AND TAKE APPROPRIATE ACTION – ITEM 15

ITEM 15

Nicole Nixon, Public Safety Program Manager, is seeking consideration and approval for the Criminal Justice Advisory Committee Regional Strategic Plan.

Approved at the Executive Committee Meeting on May 17, 2023.

Memo

To: Executive Committee

From: Nicole Nixon – Public Safety Program Manager

Date: 5/17/2023

Re: CONSIDER AND TAKE APPROPRIATE ACTION – ITEM 16

ITEM 16

Nicole Nixon, Public Safety Program Manager, is seeking consideration and approval for the Criminal Justice Advisory Committee to prioritize and fund the 2024 Criminal Justice Grant Program-Edward Byrne Memorial Justice Assistance Grant Program (JAG) as noted below:

1. CVCOG-Academy Supplemental-\$23,249.84
2. Edwards County Interdiction Project- \$50,548.99
3. Tom Green County- Specialized Training- \$51,766.00
4. Sterling County- Vehicle for Sheriff's Office- \$31,782.89
5. Crockett County- Constable Patrol Unit -\$31,782.89
6. San Angelo Police Department -\$10,000.00

The Reasonable Budget Expectation for Funding Year 2024 JAG is \$199,130.61.

Approved at the Executive Committee Meeting on May 17, 2023.

Memo

To: Executive Committee

From: Nicole Nixon – Public Safety Program Manager

Date: 5/17/2023

Re: CONSIDER AND TAKE APPROPRIATE ACTION – ITEM 17

ITEM 17

Nicole Nixon, Public Safety Program Manager, is seeking consideration and approval for the Criminal Justice Advisory Committee to prioritize and fund the 2024 Juvenile Justice Truancy Prevention (JJTP) Grant as noted below:

1. CVCOG-Counseling Services for Juveniles in Detention-\$34,539.35.

The Reasonable Budget Expectation for Funding Year 2023 JJTP is \$27,219.79.

Approved at the Executive Committee Meeting on May 17, 2023.

Memo

To: Executive Committee

From: Nicole Nixon – Public Safety Program Manager

Date: 5/17/2023

Re: CONSIDER AND TAKE APPROPRIATE ACTION – ITEM 18

ITEM 18

Nicole Nixon, Public Safety Program Manager, is seeking consideration and approval for the Criminal Justice Advisory Committee to prioritize and fund the Violence Against Women Formula Grant Program (VAWA) grant as noted below:

1. Concho Valley Council of Governments-Fully Fund \$23,264.00.

The Reasonable Budget Expectation for Funding Year 2024 VAWA is \$27,093.75.

Approved at the Executive Committee Meeting on May 17, 2023.

Memo

To: Executive Committee

From: Nicole Nixon – Public Safety Program Manager

Date: 5/17/2023

Re: CONSIDER AND TAKE APPROPRIATE ACTION – ITEM 19

ITEM 19

Nicole Nixon, Public Safety Program Manager, is seeking consideration and approval for the Criminal Justice Advisory Committee to prioritize and fund the Victims of Crime Act Formula Grant Program (VOCA) grant as noted below:

1. Mason County/452nd District Attorney's Office-Fully Fund \$62,710.00
2. Tom Green County/119th/51st DA's Office-Fully Fund \$41,846.41
3. Family Shelter of McCulloch County-Partially fund at \$182,736.36
4. Open Arms & LGBT+ Services-Partially fund at \$95,841.35
5. Institute of Cognitive Development-Partially fund at \$204,513.61

The Reasonable Budget Expectation for Funding Year 2024 VOCA is \$587,647.73.

Approved at the Executive Committee Meeting on May 17, 2023.

CVCOG
Balance Sheet
As of 3/31/2023

	Current Period Balance	
Assets		
First Financial General Bank Acct	509,618.15	1112
CNCS Petty Cash	300.00	1197
CitiBank Credit Card	82,925.01	1198
First Financial Credit Card	(43.99)	1199
Grant Receivable, CJ VAWA	1,249.84	1203
State Contract, HSGD	1,458.33	1204
Grant Receivable, 2-1-1	23,057.40	1205
Grant Receivable, 9-1-1	61,883.02	1211
Grant Receivable, AAA	339,819.00	1212
Grant Receivable CNCS VISTA	4,535.50	1213
State Contract, CJ Planning	3,541.81	1214
Grant Receivable, CJ Training	6,515.89	1215
Grant Receivable, RSVP	20,242.52	1216
Grant Receivable, Juvenile Justice Services	3,002.74	1217
Grant Receivable, Foster Grandparent	25,117.51	1219
Grant Receivable, Senior Companion	16,094.20	1220
Grant Receivable, ADRC	16,745.44	1221
OOG CV Communications Upgrade	7,923.31	1225
Grant Receivable, Homeland Security SHSP	10,108.36	1232
Grant Receivable, CACFP Head Start	54,571.15	1243
Grant Receivable, Head Start HHS	423,864.81	1249
Economic Development District	13,648.64	1290
CV Transit District AR	425,799.51	1329
Staff Travel Advance	296.00	1392
Prpd Workers Comp	3,879.20	1591
Prpd Health Insurance	2,038.82	1592
Prepaid COBRA-Health Services	145.04	1594
Prepaid Dental Insurance	15.44	1597
First Financial 911 Investment	598.85	1614
CVCOG Investment Account	263,889.03	1618
Leasehold Improvements	85,951.58	1730
Facility Improvements	170,941.59	1732
Other Assets - Project Equipment	1,241,306.87	1811
Total Assets	3,821,040.57	
Liabilities		
AP	156,750.26	2111
AP Clearing	28,277.14	2112
AP First Financial Credit Card	11,435.39	2114
AP CitiBank Credit Card	158,245.21	2117
Payroll Payable - Administration	299,750.91	2151
Federal Withholding Tax	24,108.26	2311
Medicare Payable	10,611.74	2321
SUTA Payable	156.80	2323
Employee Wellness Benefits Payable	40,144.22	2412
Health Savings Account	4,983.98	2413
Life Insurance Payable	63.04	2418
Employer Pension Plan Payable	113,054.67	2422
Employee Contr to Pension Plan	73,006.09	2423
Deferred Income Plan Withheld	3,855.00	2431
State Comptroller Unclaimed	0.46	2434
United Way Payable	1,437.37	2441
Child Support Payable	1,862.71	2442
Other Payroll Garnishments	198.28	2444
Accrued Vacation Leave	179,324.13	2521

CVCOG
Balance Sheet
As of 3/31/2023

	Current Period Balance	
Liabilities continued		
Inter-Fund Payable CVTD	671,706.85	2600
Unearned Revenue General Fund	47.45	2911
Unearned Revenue- 911 Program	598.85	2917
Unearned Revenue-VISTA	113,017.24	2918
Unearned Revenue-Head Start	12,825.63	2919
Unearned Revenue - Regional Law Academy Tuition	3,400.00	2926
Unearned Revenue-Solid Waste	126,317.33	2938
Total Liabilities	2,035,179.01	
Fund Balance		
General Unrestricted Fund Balance	475,065.30	3000
Long Term Debt - Annual Leave	(179,324.13)	3105
Long Term Debt - Inter-Fund CVTD	(671,706.85)	3107
Investment - Capital Assets	1,498,200.04	3110
Restricted - USDA Note Available	23,850.00	3202
Restrict - Regional Assistance Corp 501c3	35,286.51	3204
Restricted - CV Medical Reserve Corp	3,765.02	3205
Assigned - Area Agency on Aging	3,696.26	3401
Assigned - SCP Visiting Program	9,867.64	3402
Assigned - Caregiver	2,213.65	3403
Assigned - Housing Finance	94,001.34	3404
Assigned - Homeland Security	23,235.05	3405
Assigned - CJ Planning	110,053.74	3406
Assigned - CJ Law Enf Academy	187,620.09	3407
Assigned - 211 Information Referral	42,300.72	3408
Assigned - CEDAF	35,449.54	3409
Total Fund Balance	1,693,573.92	
Excess Revenue Over Expenditures FY 22-23	92,287.64	
Total Liabilities and Fund Balance	3,821,040.57	

CVCOG

Statement of Revenues and Expenditures - CVCOG Statement of Revenue and Expenditures
From 10/1/2022 Through 3/31/2023

	<u>Current Period Actual</u>	
Revenue		
CNCS Senior Companion CFDA 94.016	73,609.91	4164
CNCS Foster Grandparent CFDA 94.011	153,722.38	4165
CNCS RSVP CFDA 94.002	47,865.24	4167
HHS-ACF Head Start ARP 06HE001000 C6	308,903.40	4170
HHS-ACF Head Start CFDA 93.600	3,101,706.02	4173
VISTA CNCS FY 22-23 CFDA 94.013	24,057.00	4174
AAA - Title IIIB CFDA 93.044	60,324.27	4201
CACFP Prior Year CFDA 10.558	18,773.45	4203
AAA - Title IIIC1 CFDA 93.045	91,870.58	4205
Off Gov-CJ Juvenile Justice Service CFDA 16.523	19,207.29	4206
AAA - Title IIIC-2 CFDA 93.045	100,048.02	4207
AAA - Title IIIE CFDA 93.052	30,249.10	4215
AAA - Title VII EAP CFDA 93.041	352.00	4216
AAA - Title VI OM CFDA 93.042	8,557.00	4218
AAA - NSIP CFDA 93.053	14,582.00	4219
CACFP Nutrition CFDA 10.558	309,727.87	4221
Off Gov-Violence Against Women Act CFDA 16.588	3,044.34	4222
211 TANF OPS FED CFDA 93.558	346.60	4231
211 Food Stamps CFDA 10.561	15,079.72	4233
211 Child Health Ins CFDA 93.767	2,377.13	4245
211 CHIPS OPS Fed CFDA 93.778	15,709.16	4265
CF - HICAP Basic CFDA 93.324	47,112.00	4267
211 COVID TANF OPS CFDA 93.558	2.00	4269
211 COVID Food Stamps CFDA 10.561	71.92	4271
ADRC Housing Navigator Sept to Dec CFDA 93.791	5,762.39	4274
ARP Title III-B	136,003.67	4276
ARP Title III C1	94,922.82	4277
ARP Title III C2	92,097.74	4278
ADRC MIPPA CFDA 93.071	716.22	4279
211 COVID Child Health Ins CFDA 93.767	11.34	4289
ARP Title III E	23,182.71	4290
ARP Title VI OM CFDA 93.042	4,350.00	4291
211 COVID CHIPS CFDA 93.778	74.92	4292
Off Gov-Homeland Security SHSP CFDA 97.067	58,712.72	4294
PY AAA - MIPPA CFDA 93.071	520.00	4297
ADRC Housing Navigator Jan to Aug CFDA 93.791	3,928.01	4298
ADRC Local Contact Agency Jan to Aug CFDA 93.791	668.74	4299
AAA State General	26,842.00	4301
TCEQ Solid Waste State	33,198.46	4302
2-1-1 COVID SGR	159.16	4305
Off Gov - CJ Academy State	41,826.96	4307
AAA - State OMB ALF	3,218.09	4308
TxHHS-RSVP State	48,542.48	4309
Off Gov - HSGD Contract State	8,133.34	4311
TxHHS - 211 State Funds	33,448.88	4312
Grant Z02, NG911 Project SB8	167,340.36	4314
Off Gov, CJ Planning Services	20,630.07	4315
CSEC 911 ER Communications State	853,032.18	4316
ADRC State General Revenue	24,803.59	4325
Grant X07, OOG CV Communications Upgrade 4467201	7,923.31	4327
ADRC State Promoting Independence	5,442.05	4331
TXHHS-FGP State	5,316.48	4335
TXHHS-SCP State	6,791.48	4336
AAA - State General ARP	59,530.00	4341
IK Contributions	1,357,020.03	4411

CVCOG
Statement of Revenues and Expenditures - CVCOG Statement of Revenue and Expenditures
From 10/1/2022 Through 3/31/2023

	<u>Current Period Actual</u>	
<i>Revenue continued</i>		
Senior Center Program Income-Tracking Only	38,405.51	4416
CVCOG Membership Dues	15,553.80	4511
CJ Membership Dues	66,460.00	4513
Program Income	22,103.00	4522
Local Revenue	39,179.16	4523
Interest Income General	4,658.86	4731
Credit Card Cash Rewards Redemption	1,825.00	4737
Economic Development District Pass-Thru	265,694.48	4760
Concho Valley Transit District Pass-Thru	2,066,233.07	4761
Prior Year Cost Pool Contribution	121,289.00	4762
Vacation Accrual Allocation	184,018.98	4911
Indirect Cost Allocations	347,512.51	4912
Information Technology Services	161,015.20	4913
Human Resources Allocation	180,811.74	4914
Procurement Dept Allocation	178,315.52	4915
Total Revenue	<u>11,264,524.43</u>	
 Expenditures		
General Wages	3,458,395.54	5110
General Overtime Hours	3,657.46	5118
Holiday Work Time	182.80	5119
Vacation Time Allocation	184,018.98	5150
Medicare Tax	59,447.73	5151
Workers Comp Insurance	51,455.70	5172
SUTA	2,032.13	5173
Health Insurance Benefit	959,112.04	5174
Dental Insurance Benefit	35,774.48	5175
Life Insurance Benefit	29,246.32	5176
HSA Insurance Benefit	39,641.56	5177
Retirement	481,645.30	5181
Indirect Allocation	347,532.72	5199
Employee Health and Welfare	250.00	5200
Stipend - FGP Volunteers	87,699.73	5201
Stipend - SCP Volunteers	37,704.03	5202
Recognition	7,025.06	5205
HR Service Center	180,947.45	5206
Procurement Service Center	178,315.52	5207
Information Technology Service Center	160,879.49	5208
Driver Wages	699,400.40	5210
Dispatch/Customer Service Wages	38,444.85	5217
Driver Overtime Hours	47,113.77	5218
Dispatch/Customer Service Overtime Wages	6,441.52	5219
Counseling Services	13,725.00	5251
Contract Services	377,688.84	5291
HS Health & Disab Svc	227.25	5293
HS Policy Council	97.11	5294
HS Nutrition Service	226,450.83	5295
HS Parent Service	118.78	5296
AAA Congregate Meals	185,369.55	5301
AAA Home Delivered Meals	201,737.08	5302
Head Start T & T A	28,989.60	5308
Travel-In Region	12,603.89	5309
Travel-Out of Region	16,129.47	5310
Meals	6,311.97	5312
Travel-Volunteer	26,940.92	5313

CVCOG
Statement of Revenues and Expenditures - CVCOG Statement of Revenue and Expenditures
From 10/1/2022 Through 3/31/2023

	Current Period Actual	
<i>Expenditures continued</i>		
Executive Director Allowance	442.86	5314
Fuel	800.27	5351
Lubricant	12.00	5352
Vehicle Maintenance	223.44	5361
Tires	41.20	5363
Non-Vehicle Maintenance	818.59	5366
Other Facility Rent	5,160.00	5412
HS Site Rent	9,000.00	5413
Utilities	27,957.11	5431
HS Site Center Utilities	64,204.88	5433
Facility Allocation	213,074.02	5451
HS Site Center Bldg Maint	134,924.35	5453
Supplies	75,385.63	5510
HS Class Room Supplies	97,629.48	5512
HS Food Serv Sup	60,951.66	5513
HS Medical Supplies	4,184.39	5514
HS Disability Supplies	12.54	5515
Supplies - Bus/Service Vehicles	2,484.02	5516
HS Diapers and Wipes	8,786.62	5518
Parts Supply	1,943.34	5520
Internal Project Equipment	674.93	5621
Internal Computer/Software	27,342.18	5622
County Project Equipment	11,454.18	5627
Tools	1,066.91	5629
Copier	11,764.93	5632
Copier Lease	8,615.26	5633
Copier Paper	2,295.00	5634
Insurance	13,776.84	5711
Cell Phones	2,742.57	5713
Internet	1,026.72	5714
Printing	573.46	5721
Ads & Promotions	366.45	5722
Publications	360.00	5723
HS Capital Playground	12,142.35	5734
Training	4,013.33	5751
Dues and fees	35,698.64	5753
Vehicle Registration	219.00	5754
HS Site Center Communications	9,862.91	5760
Communications	12,726.07	5761
Postage/freight	5,295.95	5762
911 PSAP Services	683.64	5766
911 Equipment Maintenance	334.66	5767
911 PSAP Training	493.00	5768
911 PUB ED	4,069.60	5771
911 PSAP Room Prep	26,980.62	5773
911 Network Reliability	2,821.50	5774
911 Network	73,362.83	5775
911 PSAP Network	435,213.50	5777
911 Geographic Information Systems	5,010.56	5780
911 Core Functions	167,340.36	5781
911 Info Sec	318.20	5783
Other	54.34	5791
Coffee Expense	953.42	5792
Physicals	60.00	5793
General Assembly Costs	4,603.38	5794

CVCOG

Statement of Revenues and Expenditures - CVCOG Statement of Revenue and Expenditures
From 10/1/2022 Through 3/31/2023

	<u>Current Period Actual</u>	
<i>Expenditures continued</i>		
Safety	1,784.10	5796
Multi-Modal Supplies	2,176.47	5810
Multi-Modal Internet	7,279.08	5814
Multi-Modal Utilities	4,349.42	5831
Multi-Modal Building Maintenance	567.80	5851
Multi-Modal Communications	3,060.52	5861
Shop Christoval Rd Supplies	4,708.78	5870
Shop Christoval Rd Tools	4,565.08	5871
Shop Christoval Rd Utilities	1,616.95	5876
InKind Travel	89,961.50	6310
InKind Other	<u>1,267,058.53</u>	6791
Total Expenditures	<u>11,172,236.79</u>	
Excess Revenue over Expenditures	<u>92,287.64</u>	

CVCOG

Expenditure Journal - All Grant Exp Recap YTD
From 10/1/2022 Through 3/31/2023

Grant Code	Grant Title	General Ledger Expenditures	Account Payable Expenditures	Total
010	CVTD Pass-thru ICB Program	10,869.59	181.39	11,050.98
018	Pass-Thru CVTD Medicaid	47,091.04	0.00	47,091.04
025	Grant 025, VISTA 22VS247722	23,633.20	122.16	23,755.36
027	Grant 027, VISTA 23VS252124	15,693.27	257.28	15,950.55
040	Pass-Thru CV Economic Development Dist	86,122.84	2,267.52	88,390.36
043	CVEDD Pass-Thru Revolving Loan	1,388.12	0.00	1,388.12
092	Procurement	174,613.37	3,702.16	178,315.53
093	Human Resources	178,652.55	2,159.18	180,811.73
094	Information Technology	141,086.43	19,953.77	161,040.20
095	Engagement Committee Funds	(134.87)	4,968.94	4,834.07
097	Non-Project Expenses	(167.28)	6,917.74	6,750.46
098	Vacation Program Costs	140,174.86	478.50	140,653.36
099	INDIRECT COSTS	352,790.14	42,527.31	395,317.45
825	Pass Thru CVTD Rural CARES	233,256.31	9,972.58	243,228.89
829	HHS-ACF Grant 829, Head Start FY 21-22 06CH010970	160,744.78	148,158.62	308,903.40
A01	HHSC-OAAA Grant A01, Area Agency on Aging FY 21-22	(6,994.76)	7,203.09	208.33
A02	HHSC-OAAA Grant A02, Area Agency on Aging FY 22-23	446,923.54	484,442.59	931,366.13
C01	OOG State Grant C01, CJ Academy FY 21-23 1480417	72,564.95	16,229.16	88,794.11
C04	OOG Contract C04, CJD Planning FY 22-23	18,368.13	134.16	18,502.29
D02	Grant D02, HHSC ADRC FY 22-23 HHS000270200007	39,138.56	2,182.44	41,321.00
F03	Grant F03, CNCS Foster Grandparent 22-23 Y1 22FGTX003	158,254.71	7,490.67	165,745.38
F04	Grant F04, FGP HHSC State HHS000871100029 Year 3	5,316.48	0.00	5,316.48
G02	Grant G02, CNCS RSVP FY 22-23 20SRWXT024 Y3	35,732.79	12,132.45	47,865.24
G03	Grant G03, RSVP HHSC State HHS0008711000009 Year 3	48,542.48	0.00	48,542.48
H02	Grant H02, CACFP Head Start Nutrition FY 21-22 Q2022	(7,421.50)	7,421.50	0.00
H03	HHS-ACF Grant H03, Head Start FY 22-23 06CH010970-04	4,019,319.73	345,034.76	4,364,354.49
H04	Grant H04, CACFP Head Start Nutrition FY 22-23	30,191.90	293,777.21	323,969.11
I01	Pass Thru Grant I01, CVEDD TXDOT	0.00	2.00	2.00
I02	Grant I02, CVEDD Pass-Thru TXDOT Rural	0.00	7,326.00	7,326.00
I03	Grant I03, CVEDD Pass-Thru TXDOT Urban	0.00	168,588.00	168,588.00
J02	OOG Grant J02, Juvenile Justice Service FY 22-23 1484323	5,482.29	13,725.00	19,207.29
K01	CVTD Pass-Thru Head Start Maintenance FY 22-23	7,733.89	219.15	7,953.04
L01	CVTD Pass-Thru Link Road Facility	(1,517.50)	3,416.27	1,898.77
L02	CVTD Pass-Thru Link Road Facility FY 22-23	47,287.42	29,755.00	77,042.42
M03	Pass-thru Grant M03, Mobility Management Urban FY 22-23	26,876.55	0.00	26,876.55
M04	Pass-thru Grant M04, Mobility Management Rural FY 22-23	26,622.28	0.00	26,622.28
P02	CVTD Pass-Thru, RPTCP FY 22-23	16,562.47	118.30	16,680.77
Q01	Grant Q01, CEDAF FY 22-23	2,199.61	0.00	2,199.61
R01	Pass-thru Grant R01, CVTD Rural FY 21-22	0.00	3,955.99	3,955.99
R03	Pass-thru CVTD Grant R03 Rural FY 22-23	386,298.77	10,085.67	396,384.44
S03	Grant S03, CNCS Senior Companion 22-23 Y1 22SCGTX003	77,946.65	4,168.26	82,114.91
S04	Grant S04, SCP HHSC State HHS000871100039 Year 3	6,791.48	0.00	6,791.48
T02	Grant T02, TIRN 211 Information & Referral FY 22-23	62,516.49	4,764.34	67,280.83
U01	Pass-thru Grant U01, CVTD Urban FY 21-22	0.00	5,312.33	5,312.33
U02	Grant U02, CVTD Pass-Thru	558.13	26.32	584.45
U03	Pass-thru Grant U03, CVTD Urban FY 22-23	1,184,596.44	16,954.68	1,201,551.12
V02	OOG Grant V02, Violence Against Women Act 3973003	5,573.19	928.00	6,501.19
W01	Grant W01, TCEQ State Solid Waste FY 21-23	19,995.97	13,202.49	33,198.46
X01	OOG Grant X01, Homeland Security (HSGP) FY 21-22 29529007	(255.70)	255.70	0.00
X04	OOG State Contract X04, HSGD FY 22-23	3,452.35	932.11	4,384.46
X05	OOG Grant X05, Homeland Security (HSGP) FY 22-23 2952908	55,232.14	3,480.58	58,712.72
X07	OOG Grant X07 CV Communications Upgrade 4467201	7,923.31	0.00	7,923.31
Z01	Grant Z01, 911 CSEC State FY 22 Funding, 1st Biennium	0.00	0.00	0.00
Z02	Grant Z02, NG911 Project SB8	0.00	167,340.36	167,340.36
Z03	Grant Z03, 911 CSEC State FY23 Funding, 2nd Biennium	364,745.08	567,592.39	932,337.47
Report Total		8,732,372.67	2,439,864.12	11,172,236.79

SCHEDULE OF REVENUE BY SOURCE
October 1, 2022 - March 31, 2023

CVCOG Grant No	Grant Name	Federal	ARP	State	Program Income	Local Revenue	In-kind	Membership	Pass Thru	Fringe Benefit & Indirect	Total Revenue	Total Expenditures	Excess Revenue over Expenditures	Notes
			COVID-19 CARES Act	Administered Federal					State					
025	VISTA Program	13,179.46	-	-	-	10,575.90	-	-	-	-	23,755.36	23,755.36	-	
027	VISTA Program	10,877.54	-	-	-	5,073.01	-	-	-	-	15,950.55	15,950.55	-	
033	TDHCA Housing	-	-	-	-	136.03	-	-	-	-	136.03	-	136.03	Housing Bond interest received, will use through year
040	Economic Development District	-	-	-	-	-	-	-	88,390.36	-	88,390.36	88,390.36	-	
043	CVEDD Pass-Thru Revolving Loan	-	-	-	-	-	-	-	1,388.12	-	1,388.12	1,388.12	-	
805	911 CSEC FY 21, 2nd Yr Biennium	-	-	-	(0.61)	-	-	-	-	-	(0.61)	-	(0.61)	correction on EFR-0001003
829	Head Start FY 21-22	-	308,903.40	-	-	256.00	-	-	-	-	309,159.40	308,903.40	256.00	local revenue to be used in April
Multi	CVTD AR Expenses	-	-	-	-	-	-	-	2,066,233.07	-	2,066,233.07	2,066,233.07	-	
A01	Area Agency on Aging FY 21-22	-	-	-	-	208.33	-	-	-	-	208.33	208.33	-	
A02	Area Agency on Aging FY 22-23	-	410,086.94	353,614.97	30,060.09	3,168.10	73,775.38	-	38,405.51	-	909,110.99	931,366.13	(22,255.14)	HICAP waiting budget approval
C01	CJ Academy FY 21-23	-	-	-	41,826.96	22,103.00	18,500.00	56,569.00	-	-	138,998.96	88,794.11	50,204.85	Excess funding, will use through academy year
C04	CJD Planning FY 22-23	-	-	-	20,630.07	-	-	-	-	-	20,630.07	18,502.29	2,127.78	Excess revenue, will use through year
D02	ADRC FY 22-23	-	-	11,075.36	30,245.64	-	-	-	-	-	41,321.00	41,321.00	-	
F03	Foster Grandparent FY 22-23	153,722.38	-	-	-	-	12,023.00	-	-	-	165,745.38	165,745.38	-	
F04	FGP HHSC State Year 3	-	-	-	5,316.48	-	-	-	-	-	5,316.48	5,316.48	-	
G02	RSVP Federal FY 22-23	47,865.24	-	-	-	-	-	-	-	-	47,865.24	47,865.24	-	
G03	RSVP HHSC State Year 3	-	-	-	48,542.48	-	53.98	-	-	-	48,596.46	48,542.48	53.98	Interest Earned
H03	Head Start FY 22-23	3,101,706.02	-	-	-	-	1,262,716.65	-	-	-	4,364,422.67	4,364,354.49	68.18	will correct in April billing
H04	CACFP Head Start Nutrition FY 22-23	-	-	328,501.32	-	-	-	-	-	-	328,501.32	323,969.11	4,532.21	Excess funding, will use through year
I01	Economic Development District-TXDOT	-	-	-	-	-	-	-	2.00	-	2.00	2.00	-	
I02	CVEDD Pass-Thru TXDOT Rural	-	-	-	-	-	-	-	7,326.00	-	7,326.00	7,326.00	-	
I03	CVEDD Pass-Thru TXDOT Urban	-	-	-	-	-	-	-	168,588.00	-	168,588.00	168,588.00	-	
J02	Juvenile Justice Services FY 22-23	-	-	19,207.29	-	-	-	-	-	-	19,207.29	19,207.29	-	
Q01	CEDAF FY 22-23	-	-	-	-	-	-	-	-	-	-	2,199.61	(2,199.61)	Contract will bill annually in August
S03	Senior Companion Federal FY 22-23	73,609.91	-	-	-	-	8,505.00	-	-	-	82,114.91	82,114.91	-	
S04	SCP HHSC State Year 3	-	-	-	6,791.48	-	1.94	-	-	-	6,793.42	6,791.48	1.94	Interest Earned
T02	211 Information & Referral FY 22-23	-	319.34	33,512.61	33,448.88	48.30	-	-	-	-	67,329.13	67,280.83	48.30	Interest Earned
V02	Violence Against Women FY 22-23	-	-	3,044.34	-	-	-	9,891.00	-	-	12,935.34	6,501.19	6,434.15	Match funding to be used through year to draw State funds
W01	TCEQ Solid Waste FY 21-23	-	-	-	33,198.46	-	-	-	-	-	33,198.46	33,198.46	-	
X04	HSGD FY 22-23	-	-	-	8,133.34	-	-	-	-	-	8,133.34	4,384.46	3,748.88	Excess funding, will use through year
X05	Homeland Security HSGP FY 22-23	-	-	58,712.72	-	-	-	-	-	-	58,712.72	58,712.72	-	
X07	CV Communications Upgrade	-	-	-	7,923.31	-	-	-	-	-	7,923.31	7,923.31	-	
Z01	911 CSEC FY 22, 1st Yr Biennium	-	-	-	250.01	-	-	-	-	-	250.01	-	250.01	\$250.01 interest earned
Z02	Next Generation 911 Fund, ARP	-	-	-	167,340.36	-	-	-	-	-	167,340.36	167,340.36	-	
Z03	911 CSEC FY 23, 2nd Yr Biennium	-	-	-	852,782.78	-	-	-	-	-	852,782.78	932,337.47	(79,554.69)	waiting on Q3 funds - received in April
092	Procurement Services	-	-	-	-	-	-	-	-	178,315.52	178,315.52	178,315.53	(0.01)	rounding from allocation percentages
093	Human Resources Services	-	-	-	-	-	-	-	180,811.74	-	180,811.74	180,811.73	0.01	rounding from allocation percentages
094	Information Technology Services	-	-	-	-	25.00	-	-	161,015.20	-	161,040.20	161,040.20	-	rounding from allocation percentages
095	Engagement Committee	-	-	-	-	-	-	5,055.12	-	-	5,055.12	4,834.07	221.05	Excess local funds, use through year
097	Non Project Expenses	-	-	-	-	7,604.81	-	9,214.88	-	-	16,819.69	6,750.46	10,069.23	Excess local funds, use through year
098	Vacation Accrual	-	-	-	-	11.62	-	-	184,018.98	-	184,030.60	140,653.36	43,377.24	Excess funds, use through year
099	Indirect	-	-	-	-	-	-	1,283.80	-	468,801.51	470,085.31	395,317.45	74,767.86	Excess funds, use through year
		<u>3,400,960.55</u>	<u>719,309.68</u>	<u>807,668.61</u>	<u>1,286,489.73</u>	<u>22,103.00</u>	<u>45,663.02</u>	<u>1,357,020.03</u>	<u>82,013.80</u>	<u>2,370,333.06</u>	<u>11,264,524.43</u>	<u>11,172,236.79</u>	<u>92,287.64</u>	
		0.55	0.12	0.13	0.21									

Total Government Grants Spent	6,214,428.57	General	128,435.38	139%
Total Program	22,103.00	Dedicated	(36,147.74)	-39%
Total Local	127,676.82		92,287.64	
Total In-Kind	1,357,020.03			
Total Pass-Thru	2,370,333.06			
Total Cost Allocation	<u>11,264,524.43</u>			

Concho Valley Council of Governments Cash Flow

Beginning Balance:	First Financial CVCOG General Fund (000's)			First Financial 9-1-1 Trust Account (000's)				First Financial General Investment Savings				CVCOG Balance	First Financial CVTD (000's)			First Financial CVTD-ICB (000's)			First Financial CVEDD (000's)			Total Balance			
	Inflows	Outflows	Balance	Inflows	Interest	Outflows	Balance	Inflows	Interest	Outflows	Balance		Inflows	Outflows	Balance	Inflows	Outflows	Balance	Inflows	Outflows	Balance				
\$ 638,852				\$ 559,508				\$ 257,453				\$ 678,239				\$ 19,205				\$ 511,460					
FY 22-23	Inflows	Outflows	Balance	Inflows	Interest	Outflows	Balance	Inflows	Interest	Outflows	Balance	Balance	Inflows	Outflows	Balance	Inflows	Outflows	Balance	Inflows	Outflows	Balance	Inflows	Outflows	Balance	Total
October	1,311,609	(1,540,522)	409,940	-	1,098	(100,783)	459,822	1,550	550	-	259,554	1,129,315	387,282	(462,883)	602,638	6,239	(6,527)	18,918	142,658	(13,014)	641,103	2,391,975			
November	1,729,481	(1,701,221)	438,200	-	1,039	(146,355)	314,507	-	681	-	260,234	1,012,941	720,765	(628,066)	695,337	6,448	(6,772)	18,594	3,085	(153,223)	490,966	2,217,838			
December	1,577,879	(1,395,790)	620,289	-	801	(136,962)	178,346	-	797	-	261,031	1,059,666	390,613	(665,982)	419,968	3,840	(3,076)	19,358	16,511	(43,143)	464,334	1,963,327			
January	2,041,899	(1,421,878)	1,240,310	-	464	(75,687)	103,124	-	827	-	261,859	1,605,292	1,151,281	(666,264)	904,985	2,630	(2,875)	19,114	47,003	(86,097)	425,240	2,954,631			
February	1,435,188	(1,945,856)	729,642	348,245	824	(243,902)	208,290	-	793	-	262,651	1,200,583	334,884	(450,291)	789,578	3,352	(2,572)	19,894	66,726	(11,538)	480,427	2,490,482			
March	1,477,271	(1,555,200)	651,713	-	264	(207,955)	599	275	963	-	263,889	916,201	534,326	(512,429)	811,475	2,236	(179)	21,951	33,689	(84,002)	430,115	2,179,741			
April	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
May	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
June	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
July	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
August	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
September	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	

Interest Rate at 2.685700% as of 10/03/22
 Interest Rate at 3.190500% as of 11/01/22
 Interest Rate at 3.606300% as of 12/01/22
 Interest Rate at 3.740300% as of 1/3/23
 Interest Rate at 3.945900% as of 2/1/23
 Interest Rate at 4.051700% as of 3/1/23

Account opened to segregate Greyhound Funds
 \$19,571.34 belongs to CVTD deposited to maintain account

Beginning Balance:	First Financial CVCOG General Fund (000's)			First Financial 9-1-1 Trust Account (000's)				First Financial General Investment Savings				CVCOG Balance	First Financial CVTD (000's)			First Financial CVTD-ICB (000's)			First Financial CVEDD (000's)			Total Balance			
	Inflows	Outflows	Balance	Inflows	Interest	Outflows	Balance	Inflows	Interest	Outflows	Balance		Inflows	Outflows	Balance	Inflows	Outflows	Balance	Inflows	Outflows	Balance				
\$ 1,125,860				\$ 254				\$ 217,955				\$ 627,043				\$ 9,391				\$ 255,421					
FY 21-22	Inflows	Outflows	Balance	Inflows	Interest	Outflows	Balance	Inflows	Interest	Outflows	Balance	Balance	Inflows	Outflows	Balance	Inflows	Outflows	Balance	Inflows	Outflows	Balance	Inflows	Outflows	Balance	Total
October	1,831,397	(2,351,835)	605,422	497,988	11	(65,252)	433,001	34,731	7	-	252,692	1,291,116	295,515	(129,602)	792,956	4,507	(3,752)	10,146	40,434	(92,963)	202,893	2,297,110			
November	1,223,321	(1,441,853)	386,890	-	12	(124,881)	308,132	-	9	-	252,701	947,723	341,246	(619,654)	514,549	3,888	(3,587)	10,447	60,561	(40,302)	223,152	1,695,871			
December	1,400,883	(1,580,398)	207,375	-	9	(80,228)	227,914	-	9	-	252,710	687,999	844,674	(488,407)	870,816	5,646	(4,603)	11,491	84,060	(65,000)	242,212	1,812,518			
January	2,094,100	(1,477,340)	824,135	-	7	(213,753)	14,167	-	12	-	252,722	1,091,024	930,683	(768,227)	1,033,273	5,043	(4,510)	12,024	17,567	(80,318)	179,461	2,315,782			
February	1,369,212	(1,558,245)	635,102	265,904	12	(21,042)	259,042	-	24	-	252,746	1,146,890	279,483	(602,194)	710,562	4,784	(4,847)	11,961	3,959	(12,095)	171,325	2,040,737			
March	1,426,261	(1,464,307)	597,056	-	57	(90,417)	168,682	3,025	63	-	255,834	1,021,572	578,397	(502,085)	786,873	6,629	(5,231)	13,359	199,768	(41,566)	329,528	2,151,331			
April	1,722,799	(1,712,298)	607,556	313,881	97	-	482,660	-	85	-	255,919	1,346,135	278,721	(437,195)	628,399	7,273	(7,110)	13,522	156,069	(107,117)	378,480	2,366,537			
May	1,779,201	(1,636,003)	750,754	-	236	(144,620)	338,276	-	146	-	256,065	1,345,095	786,189	(472,045)	942,544	7,448	(6,310)	14,660	112,528	(22,677)	468,330	2,770,629			
June	1,200,924	(1,316,649)	635,029	-	173	(172,103)	166,345	-	178	-	256,243	1,057,617	253,386	(431,870)	764,060	7,240	(6,221)	15,679	7,802	(11,644)	464,489	2,301,845			
July	1,446,069	(1,670,275)	410,823	136,179	151	(104,000)	198,675	-	279	-	256,522	866,020	660,096	(573,616)	850,541	9,206	(8,194)	16,692	18,445	(9,026)	473,908	2,207,160			
August	1,539,412	(1,408,299)	541,936	-	80	(179,916)	18,839	-	423	-	256,944	817,720	641,176	(528,168)	963,548	10,044	(6,646)	20,089	43,051	(8,108)	508,851	2,310,208			
September	1,891,171	(1,794,254)	638,852	559,035	138	(18,504)	559,508	-	509	-	257,453	1,455,814	243,033	(528,342)	678,239	6,967	(7,851)	19,205	13,851	(11,242)	511,460	2,664,718			

Interest Rate at 0.034500% as of 10/01/21
 Interest Rate at 0.043400% as of 11/01/21
 Interest Rate at 0.041200% as of 12/01/21
 Interest Rate at 0.055300% as of 1/03/22
 Interest Rate at 0.122800% as of 2/01/22
 Interest Rate at 0.2911% as of 3/01/22
 Interest Rate at 0.3925% as of 4/01/22
 Interest Rate at 0.6917% as of 5/02/22
 Interest Rate at 0.8468% as of 6/01/2022
 Interest Rate at 1.282100% as of 7/01/2022
 Interest Rate at 1.939500% as of 8/01/2022
 Interest Rate at 2.260200% as of 9/01/2022

Account opened to segregate Greyhound Funds
 \$15,681.07 belongs to CVTD deposited to maintain account

In compliance with PFIA 2256.023 and CVCOG Investment Policy section XI

signature on hard copy
 CVCOG Executive Director/Investment Officer

signature on hard copy
 CVCOG Director of Finance

signed 4/21/2023
 Date

First Financial CVCOG General Fund (000's)				First Financial 9-1-1 Trust Account (000's)				First Financial General Investment Savings				CVCOG	First Financial CVTD (000's)			First Financial CVTD-ICB (000's)			First Financial CVEDD (000's)			CVTD - CD (000's)			Total
Beginning Balance:	\$ 852,791			\$ 78,321			\$ 57,863				\$ 442,847			\$ 7,936			\$ 154,893			\$ 550,000					
FY 20-21	Inflows	Outflows	Balance	Inflows	Interest	Outflows	Balance	Inflows	Interest	Outflows	Balance	Balance	Inflows	Outflows	Balance	Inflows	Outflows	Balance	Inflows	Outflows	Balance	Inflows	Outflows	Balance	Balance
October	1,550,872	(1,885,639)	518,024	378,789	23	(21,625)	435,509	59,701	7	-	117,571	1,071,104	412,720	(246,639)	608,928	-	-	7,936	22,452	(50,021)	127,324	-	-	550,000	2,365,292
November	1,659,369	(1,228,094)	949,299	-	27	(111,134)	324,401	-	8	-	117,579	1,391,280	355,744	(579,201)	385,470	-	-	7,936	36,132	(65,612)	97,845	-	-	550,000	2,432,531
December	1,194,051	(1,452,857)	690,493	-	12	(202,777)	121,637	-	6	(37,349)	80,237	892,367	596,392	(647,429)	334,433	-	-	7,936	2,864	(48,894)	51,815	-	-	550,000	1,836,552
January	1,643,830	(1,484,818)	849,505	210,830	11	-	332,477	-	5	-	80,242	1,262,224	1,385,224	(628,973)	1,090,684	-	-	7,936	220,188	(163,086)	108,918	-	-	550,000	3,019,762
February	1,148,521	(959,963)	1,038,063	-	18	(104,431)	228,063	4,850	5	-	85,097	1,351,223	109,922	(506,821)	693,786	-	-	7,936	107,496	(29,764)	186,649	-	-	550,000	2,789,594
March	1,333,497	(1,519,529)	852,031	-	5	(94,991)	133,078	-	3	-	85,100	1,070,208	820,390	(506,461)	1,007,714	-	-	7,936	113,869	(130,000)	170,518	-	550,000	-	2,256,376
April	1,437,841	(1,577,915)	711,957	-	3	-	133,081	-	2	-	85,102	930,139	546,601	(411,645)	1,142,670	-	-	7,936	74,332	(100,282)	144,568	-	-	-	2,225,314
May	1,573,197	(1,190,608)	1,094,546	-	2	-	133,083	-	1	-	85,103	1,312,732	482,059	(685,677)	939,053	-	-	7,936	34,310	(41,137)	137,741	-	-	-	2,397,462
June	1,266,906	(1,569,129)	792,323	-	1	-	133,084	-	1	-	85,104	1,010,511	597,653	(238,484)	1,298,221	3,408	(2,228)	9,116	101,576	(39,645)	199,673	-	-	-	2,517,521
July	1,968,484	(1,885,819)	874,988	-	3	-	133,087	-	2	-	85,106	1,093,180	436,381	(591,857)	1,142,746	4,022	(4,463)	8,675	58,901	(34,567)	224,006	-	-	-	2,468,608
August	1,085,360	(1,221,427)	738,921	-	5	-	133,092	-	3	-	85,109	957,121	382,412	(473,866)	1,051,292	4,301	(2,547)	10,429	157,213	(25,980)	355,240	-	-	-	2,374,082
September	1,851,412	(1,464,472)	1,125,860	-	3	(132,841)	254	132,841	6	-	217,955	1,344,070	337,817	(762,066)	627,043	3,805	(4,843)	9,391	5,788	(105,606)	255,421	-	-	-	2,235,925

Interest Rate at 0.088000% as of 09/30/20
Interest Rate at 0.092700% as of 10/01/20
Interest Rate at 0.085900% as of 11/02/20
Interest Rate at 0.079500% as of 12/01/20
Interest Rate at 0.073100% as of 01/04/21
Interest Rate at 0.072000% as of 02/01/21
Interest Rate at 0.036600% as of 03/01/21
Interest Rate at 0.028100% as of 04/01/21
Interest Rate at 0.017900% as of 05/03/21
Interest Rate at 0.012800% as of 06/01/21
Interest Rate at 0.024700% as of 07/01/21
Interest Rate at 0.043400% as of 08/02/21
Interest Rate at 0.048700% as of 09/01/21

Interest Rate at 0.088000% as of 09/30/20
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Interest Rate at 0.043400% as of 08/02/21
Interest Rate at 0.048700% as of 09/01/21

Account opened to segregate Greyhound Funds
\$7,935.77 belongs to CVTD deposited to maintain account

CD setup March 6, 2020
Interest Rate is 1%, term is 1 Year
Maturity date March 5, 2021
CD funds applied to Note Payable
Account Closed

First Financial CVCOG General Fund (000's)				First Financial 9-1-1 Trust Account (000's)				First Financial General Investment Savings				CVCOG	First Financial CVTD (000's)			First Financial CVTD-ICB (000's)			First Financial CVEDD (000's)			CVTD - CD (000's)			Total
Beginning Balance:	\$ 512,440			\$ 52,098			\$ 54,172				\$ 866,843			\$ 10,080			\$ 159,908			\$ -					
FY 19-20	Inflows	Outflows	Balance	Inflows	Interest	Outflows	Balance	Inflows	Interest	Outflows	Balance	Balance	Inflows	Outflows	Balance	Inflows	Outflows	Balance	Inflows	Outflows	Balance	Inflows	Outflows	Balance	Balance
October	2,034,109	(2,092,445)	454,104	490,901	687	(94,545)	449,140	-	77	-	54,249	957,493	266,167	(480,776)	652,233	7,028	(6,252)	10,856	153,239	(44,332)	268,815	-	-	-	1,889,397
November	1,825,827	(1,578,866)	701,066	-	463	(125,834)	323,769	-	67	-	54,316	1,079,151	248,049	(424,344)	475,939	4,746	(5,655)	9,947	8,192	(44,269)	232,738	-	-	-	1,797,774
December	1,160,586	(1,377,824)	483,828	-	279	(132,828)	191,221	-	59	-	54,376	729,424	752,241	(381,046)	847,134	8,299	(6,397)	11,849	39,835	(13,852)	258,721	-	-	-	1,847,128
January	1,622,248	(1,330,300)	775,776	-	115	(126,621)	64,715	3,250	69	-	57,695	898,185	1,157,462	(437,528)	1,567,068	5,664	(8,183)	9,330	12,823	(65,500)	206,044	-	-	-	2,680,628
February	1,484,162	(1,656,997)	602,941	344,808	324	(114,591)	295,255	-	58	-	57,753	955,949	399,105	(527,493)	1,438,680	7,575	(8,032)	8,873	51,024	(112,061)	145,008	-	-	-	2,548,510
March	1,212,074	(1,232,261)	582,754	-	201	(139,967)	155,489	-	63	-	57,816	796,060	364,412	(1,148,213)	654,879	4,586	(5,164)	8,295	36,760	(30,270)	151,498	550,000	-	550,000	2,160,732
April	2,029,840	(2,211,983)	400,611	719,031	179	-	874,700	-	19	-	57,835	1,333,145	365,247	(420,910)	599,216	-	(360)	7,936	64,302	(10,524)	205,275	-	-	550,000	2,695,572
May	1,547,259	(1,202,357)	745,513	-	87	(127,314)	747,473	-	6	-	57,841	1,550,827	292,843	(412,858)	479,201	-	-	7,936	1,760	(21,146)	185,889	-	-	550,000	2,773,853
June	997,548	(1,162,320)	580,741	-	60	(134,801)	612,732	-	5	-	57,846	1,251,320	700,808	(387,286)	792,723	-	-	7,936	4,023	(21,774)	168,138	-	-	550,000	2,770,116
July	1,552,898	(1,464,054)	669,585	-	65	(155,137)	457,660	-	7	-	57,853	1,185,099	454,161	(779,524)	467,360	-	-	7,936	36,926	(32,658)	172,406	-	-	550,000	2,382,801
August	1,362,160	(1,299,161)	732,584	-	33	(168,059)	289,634	-	5	-	57,859	1,080,077	409,455	(381,205)	495,609	-	-	7,936	29,720	(15,102)	187,024	-	-	550,000	2,320,646
September	2,781,918	(2,661,712)	852,791	-	15	(211,328)	78,321	-	4	-	57,863	988,975	447,076	(499,838)	442,847	-	-	7,936	67,868	(100,000)	154,893	-	-	550,000	2,144,650

Interest Rate at 1.671700% as of 10/01/19
Interest Rate at 1.459600% as of 11/01/19
Interest Rate at 1.341300% as of 12/30/19
Interest Rate at 1.339200% as of 01/02/2020
Interest Rate at 1.324000% as of 02/03/2020
Interest Rate at 1.333900% as of 03/02/2020
Interest Rate at 0.396100% as of 04/01/2020
Interest Rate at 0.106900% as of 06/01/2020
Interest Rate at 0.140000% as of 07/01/2020
Interest Rate at 0.115400% as of 08/03/2020
Interest Rate at 0.088000% as of 09/01/2020

Interest Rate at 1.671700% as of 10/01/19
Interest Rate at 1.459600% as of 11/01/19
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Account opened to segregate Greyhound Funds
\$7,935.77 belongs to CVTD deposited to maintain account

CD setup March 6, 2020
Interest Rate is 1%, term is 1 Year



May 2023



The Head Start office requires our program to report enrollment statistics to determine if programs have achieved and maintained enrollment levels. Enrollment data will be collected every month. This information will be combined enrollment for Head Start and Early Head Start and the Pregnant Mom's Program. – *Ofelia Baron*

Enrollment – March

	Funded Enrollment	Reported Enrollment	Percent Enrollment
Head Start Funded	407	411	99%
Early Head Start Funded	120	120	100%
Pregnant Moms Funded	8	8	100%

Disability – March

	Current	Actual Enrollment
HS # of Children with IEP	31	402
Percentage this month	8%	
EHS Children with IFSP	10	118
Percentage this month	8%	
Total # of children with IEP/IFSP	41	520
Program wide % this month	8%	

HEAD START STAFF

Administrative Office
5430 Link Road
Phone (325)944-9666

Carolina Raymond
Director

Stephanie Hernandez
Assistant Director / Early Head Start
Education Manager

Cheryl Mayberry
Education & Disability Manager

Ofelia Barron
ERSEA & Facility Manager

Mary Husted
Compliance & Nutrition Specialist

Stacy Walker
Family & Community, Parent
Engagement Manager

Melissa Miranda
Health & Mental Health Manager



CONCHO VALLEY
COUNCIL OF GOVERNMENTS

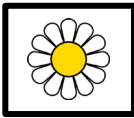


Head Start

HEAD START & EARLY HEAD START

HEAD START (HS) promotes school readiness of children under 5 from low-income families through education, health, social and other services.

Early Head Start (EHS) provides intensive comprehensive child development and family support services to low-income infants and toddlers under the age of 3 and their families, and to pregnant women and their families.



To complete an online please contact the following sites below:

School	Director	Family Service Workers	Hours Operation	Phone
Blackshear Head Start	Antionette Day	Maria Vasquez Maida Rojas	7:45 am - 4:00 pm	325-658-7442
Christoval Head Start	Ammie Banks	Ammie Banks	7:45 am - 3:30 pm	325-896-7281
Day Head Start Early Head Start	Comoshontai Hollis	Cynthia Sosa Nelda Garza Lori Palacios	7:45 am - 4:00 pm	325-481-3395
Eden Head Start	Mary Torres	Mary Torres	7:45 am - 3:30 pm	325-869-8703
Eldorado Head Start	Abigail Ussery	Abigail Ussery	7:45 am - 3:30 pm	325-853-3366
Menard Head Start Early Head Start	Bertha DeAnda	Bertha DeAnda	7:45 am - 3:30 pm	325-396-2885
Ozona Head Start	Tracy Ybarra	Tracy Ybarra	7:45 am - 3:30 pm	325-392-3429
Rio Vista Head Start Early Head Start	Michelle Aguirre	Kristy Geary Rebecca Salinas	7:45 am - 4:00 pm	325-659-3670



Program News

- Centers are closing out the school year with End of the Year Parties
- Field Day was a huge success with 50 Community Partners and 250 Families in attendance.





CONCHO VALLEY
COUNCIL OF GOVERNMENTS



Head Start

May 2023

We are

Hiring

We need Stars like You!!

Job Positions Available

- ✓ Early Head Start Teacher @ Day
- ✓ Substitutes @ San Angelo, Eden, Menard, Eldorado & Ozona
- ✓ Cook @ Ozona
- ✓ Cook/Custodian Substitute @ San Angelo

CVCOG Head Start/Early Head Start
325-944-9666
5430 Link Rd. San Angelo, TX
76903



CVCOG
Head Start
Early Head Start
is now offering a
SIGN ON BONUS
of up to \$1,000*
*Terms and conditions apply

Apply Online
www.cvcog.org
or
Call 325-944-9666
and ask for
Human Resources



ADMINISTRATION FOR
CHILDREN & FAMILIES

Office of Head Start | 4th Floor – Switzer Memorial Building, 330 C Street SW, Washington DC 20024 eclkc.ohs.acf.hhs.gov

Program Performance Summary Report

To: Authorizing Official/Board Chairperson

Mr. Jim O'Bryan
Concho Valley Council of Governments
5430 Link Rd
San Angelo, TX 76904 - 9812

From: Responsible HHS Official

Date: 03/24/2023

Tala Hooban

Deputy Director, Office of Head Start

On behalf of Mr. Khari M. Garvin

Director, Office of Head Start

From February 6, 2023 to February 10, 2023, the Administration for Children and Families conducted a Focus Area Two (FA2) monitoring review of Concho Valley Council of Governments Head Start and Early Head Start programs. This report contains information about the grant recipient's performance and compliance with the requirements of the Head Start Program Performance Standards (HSPPS) or Public Law 110-134, *Improving Head Start for School Readiness Act of 2007*.

The Office of Head Start (OHS) would like to thank your governing body, policy council, parents, and staff for their engagement in the review process. Based on the information gathered during this review, it has been determined that your program needs improvement in one or more areas. This report provides you with detailed information in each area where program performance did not meet one or more applicable HSPPS, laws, regulations, and policy requirements, and the required timeframes for corrective action.

Please contact your Regional Office for guidance should you have any questions or concerns. Your Regional Office will follow up on the content of this report and can work with you to identify resources to support your program's continuous improvement.

DISTRIBUTION OF THE REPORT

Copies of this report will be distributed to the following:

Mr. Kenneth Gilbert, Regional Program Manager
Mr. John Austin Stokes, Chief Executive Officer/Executive Director
Mrs. Carolina Raymond, Head Start Director
Mrs. Carolina Raymond, Early Head Start Director

Grant(s) included as part of this review

Grant Recipient Name	Grant Number(s)
Concho Valley Council of Governments	06CH010970

Glossary of Terms

Finding Type	Definition
Area of Concern (AOC)	An area in which the agency needs to improve performance. These issues should be discussed with the grant recipient's Regional Office for possible technical assistance.
Area of Noncompliance (ANC)	An area in which the agency is out of compliance with Federal requirements (including but not limited to the Head Start Act or one or more of the regulations) in one or more areas of performance. This status requires a written timeline for correction and possible technical assistance or guidance from the grant recipient's program specialist. If not corrected within the specified timeline, this status becomes a deficiency.
Deficiency	<p>As defined in the Head Start Act, the term "deficiency" means:</p> <p>(A) a systemic or substantial material failure of an agency in an area of performance that the Secretary determines involves:</p> <ul style="list-style-type: none"> (i) a threat to the health, safety, or civil rights of children or staff; (ii) a denial to parents of the exercise of their full roles and responsibilities related to program operations; (iii) a failure to comply with standards related to early childhood development and health services, family and community partnerships, or program design and management; (iv) the misuse of funds received under this subchapter; (v) loss of legal status (as determined by the Secretary) or financial viability, loss of permits, debarment from receiving Federal grants or contracts, or the improper use of Federal funds; or (vi) failure to meet any other Federal or State requirement that the agency has shown an unwillingness or inability to correct, after notice from the Secretary, within the period specified; <p>(B) systemic or material failure of the governing body of an agency to fully exercise its legal and fiduciary responsibilities; or</p> <p>(C) an unresolved area of noncompliance.</p>

Performance Summary

Service Area	Grant Number(s)	Compliance Level	Applicable Standards	Timeframe for Correction
Supporting Teachers in Promoting School Readiness	06CH010970	Area of Concern	1302.91(e)(1)	Follow up with Regional Office for support
Supporting Teachers in Promoting School Readiness	06CH010970	Area of Concern	1302.91(e)(2)(ii)	Follow up with Regional Office for support
Safety Practices	06CH010970	Area of Noncompliance	1302.47(b)(1)(iii)	120 days

Program Overview

Concho Valley Council of Governments provides Head Start and Early Head Start services in central Texas. The grant recipient receives funding to enroll 539 children and expectant families. Part- and full-day center-based options are offered in licensed child care centers across San Angelo, Christoval, Eden Eldorado, Menard, and Ozona Counties.



Program Management and Quality Improvement

Program Management

The grant recipient establishes a management structure consisting of staff, consultants, or contractors who ensure high-quality service delivery; have sufficient knowledge, training, experience, and competencies to fulfill the roles and responsibilities of their positions; and provide regular supervision and support to staff.

Ongoing Monitoring and Continuous Improvement

The grant recipient uses data to identify program strengths, needs, and areas needing improvement; to evaluate progress toward achieving program goals and compliance with program performance standards; and to assess the effectiveness of professional development.

Program Governance

The grant recipient maintains a formal structure of program governance to oversee the quality of services for children and families and to make decisions related to program design and implementation.

The grant recipient's policy council is engaged in the direction of the program, including program design and planning of goals and objectives.

Program Management and Quality Improvement Summary

Concho Valley Council of Governments utilized data to make program decisions. Community assessment data and parent surveys showed a need for more infant and toddler care, especially in Menard County. Following strategy sessions with staff, governing body members, and stakeholders, the recipient worked with the Regional Office to convert 34 Head Start slots to 8 Early Head Start slots. This allowed the program to open an Early Head Start classroom in Menard County, resulting in the Menard Center housing one Head Start classroom and one Early Head Start classroom. The recipient identified improvement areas through data analysis and provided responsive services to children and families.



Monitoring and Implementing Quality Education and Child Development Services

Alignment with School Readiness

The grant recipient's school readiness efforts align with the expectations of receiving schools, the Head Start Early Learning Outcomes Framework (HSELOF), and state early learning standards.

Effective and Intentional Teaching Practices

The grant recipient's teaching practices intentionally promote progress toward school readiness and provide quality learning experiences for children.

Supporting Teachers in Promoting School Readiness

The grant recipient ensures teachers are prepared to implement the curriculum and support children's progress toward school readiness, but improvement is needed.

AOC - 1302.91(e)(1)

Timeframe for Correction: Follow up with Regional Office for support

Citation Definition:

1302.91 Staff qualifications and competency requirements. (e) Child and family services staff. (1) Early Head Start center-based teacher qualification requirements. As prescribed in section 645A(h) of the Act, a program must ensure center-based teachers that provide direct services to infants and toddlers in Early Head Start centers have a minimum of a Child Development Associate (CDA) credential or comparable credential, and have been trained or have equivalent coursework in early childhood development with a focus on infant and toddler development.

Monitoring Feedback:

A review of the teacher qualification tracking form showed the grant recipient identified 8 of 29 Early Head Start center-based teachers who did not have a minimum of an Infant/Toddler Child Development Associate (CDA) or comparable credential. These 8 teachers, hired between July 2021 and January 2023, had professional development plans (PDPs) and were expected to obtain their CDAs by February 2024. The Early Head Start manager monitored the teachers' PDPs.

AOC - 1302.91(e)(2)(ii)

Timeframe for Correction: Follow up with Regional Office for support

Citation Definition:

1302.91 Staff qualifications and competency requirements.(e) Child and family services staff. (2) Head Start center-based teacher qualification requirements. (ii) As prescribed in section 648A(a)(3)(B) of the Act, a program must ensure all center-based teachers have at least an associate's or bachelor's degree in child development or early childhood education, equivalent coursework, or otherwise meet the requirements of section 648A(a)(3)(B) of the Act.

Monitoring Feedback:

A review of the teacher qualification tracking form showed the grant recipient identified 13 of 22 Head Start center-based teachers who did not have at least an associate's degree in child development or equivalent coursework. Of the 13 teachers, 7 were hired between August 2020 and January 2023, had professional development plans (PDPs), and were enrolled in a credentialing program comparable to a Child Development Associate (CDA) to be completed by May 2023. After completing their CDAs, staff members were expected to enroll in an associate's or bachelor's degree program to meet the requirement.

The remaining six teachers were hired between March 2007 and March 2022, had PDPs, and were enrolled in associate's degree programs. The program had secured waivers for three of the teachers and had three additional waivers pending. The Head Start education manager monitored the teachers' PDPs.

Home-Based Program Services

Not Applicable.



Monitoring and Implementing Quality Health Services

Child Health Status and Care

The grant recipient effectively monitors and maintains timely information on children's health statuses and care including ongoing sources of health care, preventive care, and follow-up.

Mental Health

The grant recipient supports a program-wide culture that promotes mental health and social and emotional well-being, and uses mental health consultation to support staff and families.

Oral Health and Nutrition

The grant recipient maintains and monitors for effective oral health practices and nutrition services that meet the nutritional needs and accommodate children's feeding requirements and allergies.

Safety Practices

The grant recipient does not implement a process for monitoring and maintaining healthy and safe environments.

One or more of the recipient's facilities did not have written documentation that children are not exposed to lead in paint in this facility.

ANC - 1302.47(b)(1)(iii)

Timeframe for Correction: 120 days

Citation Definition:

1302.47 Safety practices. (b) A program must develop and implement a system of management, including ongoing training, oversight, correction and continuous improvement in accordance with §1302.102, that includes policies and practices to ensure all facilities, equipment and materials, background checks, safety training, safety and hygiene practices and administrative safety procedures are adequate to ensure child safety. This system must ensure: (1) Facilities. All facilities where children are served, including areas for learning, playing, sleeping, toileting, and eating are, at a minimum: (iii) Free from pollutants, hazards and toxins that are accessible to children and could endanger children's safety.

Monitoring Feedback:

The grant recipient did not ensure all facilities where children were served were free from pollutants, hazards, and toxins.

The program did not provide documentation that its centers were free of lead paint. In a discussion, the director stated that lead testing was completed during the week of the review, but no results were available. A review of preliminary letters from the testing facility confirmed lead testing was completed, and the results were pending.

The grant recipient did not ensure all facilities where children were served were free from pollutants, hazards, and toxins; therefore, it was not in compliance with the regulation.

Services to Expectant Families

Not Applicable.



Monitoring and Implementing Quality Family and Community Engagement Services

Family Well-Being

The grant recipient collaborates with families to support family well-being, parents' aspirations, and parents' life goals.

Strengthening Parenting and Parent-Child Supports

The grant recipient provides services that strengthen parent-child relationships and support parents in strengthening parenting skills.

Family Engagement in Education and Child Development Services

The grant recipient provides education and child development services that recognize parents' roles as children's lifelong educators and encourage parents to engage in their children's education.

Family and Community Engagement Services Summary

Concho Valley Council of Governments revised its goal-setting process to increase family participation. Program staff members implemented strategies they learned during a Head Start conference to assist families in developing and completing goals. These updated practices included using a SMART tool to guide families in the goal-setting process, which included establishing measurable steps and identifying resources to support progress. To further assist families throughout this process, the staff scheduled monthly check-ins with families to assess progress, revise goals if needed, and celebrate families' milestones and successes. The program reported an increase in the number of families establishing and working toward goals. These adjustments positively impacted families and helped improve their well-being.



Monitoring and Implementing Fiscal Infrastructure

Budget Planning and Development

The grant recipient develops and implements its budget to sustain management, staffing structures, and the delivery of services that support the needs of enrolled children and families.

Ongoing Fiscal Capacity

The grant recipient plans and implements a fiscal management system that supports the organization's ongoing capacity to execute its budget over time and meet the needs of its organization.

Budget Execution

The grant recipient's financial management system provides for effective control over and accountability for all funds, property, and other assets.

Facilities and Equipment

The grant recipient complies with application, prior approval, and reporting requirements for facilities purchased, constructed, or renovated with Head Start funds.

Fiscal Infrastructure Summary

Concho Valley Council of Governments developed its annual budget to support the needs of enrolled children and families. The leadership team, finance staff, and governing body members worked together to review data, identify program priorities, and allocate fiscal resources. Through discussions, the group determined a need to focus on staff retention through pay increases, attendance incentives, and a hiring bonus for new staff. Through collaborative efforts, the recipient ensured funds addressed program needs.



Monitoring ERSEA: Eligibility, Recruitment, Selection, Enrollment, and Attendance

Determining, Verifying, and Documenting Eligibility

The grant recipient enrolls children or expectant mothers who are categorically eligible or who meet defined income-eligibility requirements.

Enrollment Verification

The grant recipient maintains and tracks enrollment.

ERSEA Summary

Concho Valley Council of Governments utilized data to determine recruitment efforts. Using prior year data, the ERSEA manager reviewed the details of each recruiting event. Information such as location, number of attendees, and net enrollments from the events was gathered and measured. The management team also reviewed the community assessment results and the program's waitlists and determined that more Early Head Start services were needed in select locations. Using these data, the manager convened stakeholder meetings and presented the prior year's recruitment investment report, including the anticipated numbers of new enrollments and waitlisted applicants necessary to reach full enrollment. The stakeholders presented ideas for recruiting event locations that would support full enrollment. The recipient's use of data to plan and recruit eligible children provided pathways toward full enrollment and healthy waitlists for services.

----- End of Report -----