

**Heart of Texas Council of Governments**

**Executive Committee Meeting**

**Thursday  
May 23, 2024  
10:00 AM**

*Heart of Texas  
Council of Governments  
Offices  
1514 South New Road  
Waco, Texas*



Mayor Geary Smith  
President

Judge Richard Duncan  
Vice President

Councilmember Jimmy Rogers  
Secretary/Treasurer

Russell Devorsky  
Executive Director

**HEART OF TEXAS  
COUNCIL OF GOVERNMENTS  
EXECUTIVE COMMITTEE**

**THE STATE OF TEXAS  
COUNTY OF MCLENNAN**

**TO ALL PERSONS INTERESTED**

**NOTICE IS HEREBY GIVEN** in accordance with Chapter 551, Texas Government Code, as amended, the Executive Committee of the Heart of Texas Council of Governments will meet on Thursday, the 23rd Day of May 2024, at 10:00 a.m. at the Heart of Texas Council of Governments, 1514 South New Road, Waco, Texas at which time the following subjects will be considered.

**AGENDA**

- I. Call to Order and Determination of a Quorum
- II. Proof of Posting of notice in accordance with Chapter 551, Texas Government Code, as amended, known as the Texas Open Meetings Act.
- III. Introduction of Guests
- IV. Consideration of and/or action on the following:
  - A. Approval of the April 25, 2024 meeting minutes
  - B. New Business
    - Health and Human Services Advisory Council (HHSAC) Appointments
  - C. Report of the Executive Director and Staff
    - 1. Department of Administration
      - a. Financial and Personnel Report
    - 2. Regional Services
      - a. Department Activities Report
    - 3. Health & Human Services
      - a. Department Activities Report
    - 4. Executive Director's Report

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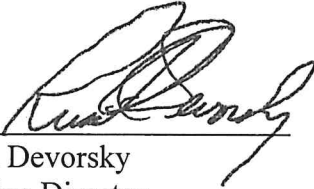
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- V. Other Reports  
Law Enforcement Training Attendees by Agency
- VI. Public Comment
- VII. Adjournment

Signed this the 17<sup>th</sup> Day of May, 2024.



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Russell Devorsky  
Executive Director



Mayor Geary Smith  
President

Judge Richard Duncan  
Vice-President

Councilman Jimmy Rogers  
Secretary/Treasurer

Russell Devorsky  
Executive Director

## **Heart of Texas Council of Governments**

### **MINUTES OF THE EXECUTIVE COMMITTEE MEETING**

The Heart of Texas Council of Governments' Executive Committee, in accordance with Chapter 551, Texas Government Code, as amended, met in regular session, on Thursday, the 25<sup>th</sup> Day of April 2024, at 10:00 a.m. at the Heart of Texas Council of Governments, 1514 S New Road, Waco, Texas, at which time the following subjects will be considered.

#### **Members Present**

Mayor Geary Smith, <i>President</i>	City of Mexia
Judge Richard Duncan, <i>Vice-President</i>	Limestone County
Judge Cindy Vanlandingham	Bosque County
Judge Jay Elliott	Falls County
Judge Justin Lewis	Hill County
Judge Scott Felton	McLennan County
Judge Linda Grant	Freestone County
Commissioner Nita Wuebker	Falls County
Co. Treasurer Jeannie Keeney	Freestone County
Commissioner Jim Smith	McLennan County
Mayor Protem Jim Holmes	City of Waco
Commissioner Terry Townley	Bosque County

#### **Members Absent**

Councilmember Jimmy Rogers, <i>Sec.-Treas.</i>	City of Robinson
Councilmember Andrea Barefield	City of Waco
Mr. Calvin Rueter	Special Districts
Councilmember Alice Rodriguez	City of Waco
Mayor Janice Sanders	City of Whitney

#### **Staff Present**

Russell Devorsky	Executive Director
John C. Minnix	Dep. Exec. Director of Administration
Donnis Cowan	Director of Health & Human Services
Mary McDow	HR Manager
Dorothy Jackson	Regional Economic Development Manager
Rep Pledger	Transportation Manager
Michelle Vasquez	Director of Finance and Administration
Wayne Stovall	Homeland Security/CJ Manager
Andy Davis	Emergency Preparedness Planner
John Vorderkunz	Quality Contract Assurance Specialist



Lana Gudgel  
Ursula Johnson

Criminal Justice Planner/Trainer  
Ombudsman Manager

Guests:

Margaret Harsin

GrantWorks

I. Call to Order and Determination of a Quorum

The meeting was called to order at 10:00 a.m., Thursday, April 25, 2024.

II. Proof of Posting of notice in accordance with Chapter 551, Texas Government Code, as amended, known as the Texas Open Meetings Act.

Proof of posting of the April 25, 2024 Executive Committee meeting was provided by Mary McDow.

III. Introduction of Guests – Guests and staff were introduced. Mr. Devorsky introduced staff member Michelle Vasquez who was promoted to Director of Finance and Administration on April 1, 2024.

IV. Consideration of and/or action on the following:

A. Approval of the March 28, 2024, meeting minutes

A motion was made by Judge Justin Lewis and seconded by Judge Jay Elliott to approve the March 28, 2024 meeting minutes as presented. Motion passed.

B. New Business

1. Action Item #5 was moved up on the Agenda.  
Executive Committee Appointment

Mr. Devorsky noted that Bosque County Judge Cindy Vanlandingham has recommended Bosque County Commissioner Terry Townley be appointed to serve on the Executive Committee and replace Mayor Ray Bickerstaff from the City of Valley Mills.

A motion was made by Judge Justin Lewis and seconded by Judge Jay Elliott to approve the recommendation to appoint Commissioner Terry Townley from Bosque County to serve on the Executive Committee. Motion passed. Commissioner Townley was sworn in by Mr. Devorsky.

2. FY2023 Audit Report, Auditors Communication Letter to those charged with governance and HOTCOG's comments

Mr. John Minnix stated the HOTCOG Fiscal Year 2023 Audit Report and the Auditors Communication Letter to the committee was provided to the committee

for their information and review. Mr. Minnix noted that as a part of the audit process, HOTCOG is required to respond to audit findings and/or recommendations, if any, as noted in the Audit and the Auditors Communication Letter to those charged with governance. Mr. Todd Pruitt from Pattillo, Brown & Hill (PB&H) was introduced to present the audit to the committee. Mr. Pruitt noted that PB&H was engaged to perform a single audit for HOTCOG which includes two separate components, audit of financial statements and a compliance of HOTCOG's federal and state grant awards programs. Mr. Pruitt gave a review and summary of the audit to the committee. Mr. Pruitt noted there were no findings or questioned costs.

A motion was made by Judge Jay Elliott and seconded by Judge Richard Duncan that the Heart of Texas Council of Governments Executive Committee accept the FY 2023 Audit Report and the Auditors Communication Letter to those charged with governance and authorize the Executive Director to forward copies of said reports to the appropriate Federal and State agencies. Motion passed.

3. Criminal Justice Advisory Committee (CJAC) Rankings and Recommendations for Funding for FY 2025

Mrs. Gudgel stated the HOTCOG Criminal Justice Advisory Committee met on April 4, 2024, to evaluate and score the applications submitted for funding under the Justice Assistance Grant (JAG), Violent Crimes Against Women (VAWA), Truancy Prevention (TP), State Fund 421 (SF421), and Victims of Crime Act (VOCA) in accordance with the guidelines set forth by the Criminal Justice Division of the Governor's Office. Recommendations for funding were made based on the Reasonable Budget Expectations (RBE) provided by CJD.

Mrs. Gudgel presented the Committee's rankings and recommendations for funding to the Executive Committee for review and approval.

A motion was made by Judge Jay Elliott and seconded by Judge Justin Lewis to accept the rankings and recommendations of the Criminal Justice Advisory Committee applications for funding as allowed in the ranking order, as presented. Motion passed.

4. Law Enforcement Training Advisory Committee (LETAC) Appointments

Mrs. Lana Gudgel presented a list of the Law Enforcement Training Advisory Committee (LETAC) appointments and re-appointments for approval. It was noted that the members serve a two-year term. The Executive Director, Russell Devorsky, recommends the following for reappointment and appointment to serve on the LETAC:

Reappointments:

- David Monthey - Bosque County DA Investigator
- David A. Drake - Limestone County Interested Citizen

- Michael Abel - McLennan County Interested Citizen
- Tina Lincoln - Hill County Chief Juvenile Probation Officer
- Kirk Turner - Bosque County Emergency Preparedness Manager
- Jeremy Shipley - Freestone County Sheriff
- Jerry Wood - Falls County Constable
- Rustin Qualls - Director of Operations, Goodall Witcher Hospital

Appointments:

- Shawn Myatt, Bellmead Chief of Police
- Christopher Henson, Groesbeck Chief of Police

A motion was made by Judge Jay Elliott and seconded by Judge Linda Grant to approve the reappointment of David Monthey, David A. Drake, Michael Abel, Tina Lincoln, Kirk Turner, Jeremy Shipley, Jerry Wood and Rustin Qualls; and the appointment of Shawn Myatt and Christopher Henson to serve on the LETAC. Motion passed.

5. Heart of Texas Rural Transit District – Approval-Purchase of one Type 2 cutaway bus

Mr. Rep Pledger stated that on April 10<sup>th</sup>, Rural Transit District staff was notified by TXDOT that the HOTCOG Rural Transit District was awarded \$146,879 in 5339 Bus and Bus Facility rural allocation funds to purchase one Type 2 cutaway bus. The bus will be for service expansion due to continual growth in ridership. It was noted the new bus will come with the updated blue paint scheme and security camera system.

A motion was made by Judge Scott Felton and seconded by Judge Jay Elliott to approve the purchase of the Type 2 cutaway bus from Creative through the Oklahoma State contract as soon as the project grant agreement is executed. Motion passed.

C. Report of the Executive Director and Staff

1. Department of Administration
  - a. Financial, Personnel and Investment Reports
 

Mr. Minnix presented the Financial, Personnel and Investment Reports to the Executive Committee for review.
2. Regional Services
  - a. Department Activities Report
 

Mrs. Jackson gave a report on the activities of the Community and Economic Development program to the committee. Mrs. Jackson gave an update and progress on the current EDA projects administered by HOTCOG including the TSTC Project and the Fairfield project. Staff continues to work with the City of Mexia and the City of Lacy Lakeview on a grant through the Texas General Land Office (GLO). Staff has

community and economic development technical assistance to a number of cities in the HOTCOG region.

3. Health & Human Services

a. Department Activities Report

Ms. Donnis Cowan presented the Health and Human Services Division activity report to the committee including the Heart of Texas Area Aging on Aging, Heart of Texas Aging and Disability Resource Center and the Heart of Texas 2-1-1 Area Information Center.

Ms. Cowan introduced staff member Ursula Johnson, Managing Local Ombudsman for the Ombudsman program. Mrs. Johnson gave a summary of the Ombudsman program to the committee.

- b. Mr. Rep Pledger gave an update on the Heart of Texas Rural Transportation Program. Mr. Pledger noted that HOTRTD staff has applied to TXDOT and will receive Transit Technical Service Program (TTSP) assistance. The application is for technical assistance with policy, procedure, and program document development.

4. Executive Director's Report – Mr. Devorsky noted that HOTCOG staff continues to attend Chamber of Commerce meetings and community groups in the region. Mr. Devorsky stated that Net1 communicated their intent to default on their USDA revolving loan fund and this has been turned over to the general counsel to resolve. Mr. Devorsky will keep the executive committee informed throughout the process. Mr. Devorsky was renominated and elected to serve on the NARC and NADO Boards. Judge Justin Lewis has been elected to represent the State of Texas on the NADO Board. It was noted that Mayor Protem Jim Holmes serves as 1<sup>st</sup> Vice-President on the TARC Board and will be the incoming President next year for TARC.

V. Other Reports – Law Enforcement Training report by Attendees

VI. Public Comment - None

VII. Adjournment – The meeting was adjourned.

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Honorable Geary Smith, President  
Mayor, City of Mexia

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Honorable Richard Duncan, Vice-President  
County Judge, Limestone County

## **ACTION MEMORANDUM**

### HEART OF TEXAS COUNCIL OF GOVERNMENTS

#### Executive Committee

May 23, 2024

**SUBJECT:** Health & Human Services Advisory Council Appointments

#### **INFORMATION:**

The Health and Human Services Advisory Council (HHSAC) serves as the advisory council for the Area Agency on Aging, 2-1-1, and the Aging & Disability Resource Center. The Rural Transit District has a separate advisory council.

The Guidelines of the HHSAC provide a three-year term with a 1/3 rotation of voting membership each year. Voting membership includes three representatives each from Bosque, Falls, Freestone, Hill, and Limestone Counties, with ten representatives from McLennan County.

Post-pandemic membership of the Council has been incomplete.

#### **ACTION:**

The Health and Human Services Advisory Council recommends that the HOTCOG Executive Committee appoint the following individuals as voting members to the HHSAC for a 3-year term effective June 1, 2024, through May 31, 2027.

- Bosque – Place #2 – Rubin Felan – 3-year term
- Freestone – Place #1 – Ross Vincent – 3-year term
- Hill – Place #1 – April Cook – 3-year term
- Hill – Place #2 – Tina Bow – 3-year term
- Hill – Place #3 – Karen Rodriguez – 3-year term
- McLennan – Place #6 – Laura Byas – 3-year term
- McLennan – Place #8 – Danielle Utrera – 3-year term

Health and Human Services Advisory Council  
Members as of May 23, 2024

County	Voting Members	Resource Members (Non-voting)
Bosque County	#1 - Juanita Miller #2 - Rubin Felan - Proposed #3 - Albert Hunter	Susan Baker– BCSS
Falls County	#1 - Nita Wuebker #2 - VACANT #3 - VACANT	Debbie King - CTSM
Freestone County	#1 - Ross Vincent - Proposed #2 - David Timmerman* #3 - Linda Timmerman*	Stephanie Overall – FCSS
Hill County	#1 - April Cook - Proposed #2 - Tina Bow - Proposed #3 - Karen Rodriguez - Proposed	Debbie King - CTSM
Limestone County	#1 - VACANT #2 - Sharon Fredriksson #3 - VACANT	Glenda O’Neal - LCSS
McLennan County	#1 - VACANT #2 - Joe Arrington #3 - James Ellor #4 - Jane Lanier #5 - Susan Copeland #6 - Laura Byas - Proposed #7 - Gayle Avant #8 - Danielle Utrera - Proposed #9 - VACANT #10 - Danny Volcik*	Debbie King - CTSM

\*TSHL Elected Representatives – “At Large” appointment represents all six counties  
David Timmerman  
Linda Timmerman  
Danny Volcik

**Administrative Services Department**

**Financial / Personnel Reports**

**Executive Committee Meeting**

**May 23, 2024**

**Heart of Texas Council of Governments  
Combined Balance Sheet  
April 30, 2024**

**Assets**

Current

Cash	\$ 109,215
Investments	852,412
Due (to)/from Grantor Agencies	588,646
Membership Dues Receivables	16,481
Aging Match Receivables	247
Other Receivables	-
Pre-Paid Items	19,227
	<u>1,586,228</u>

Fixed Assets

Building	2,867,509
Land	690,000
Furniture & Equipment	3,648,271
Less: Accumulated Depreciation	<u>(3,880,380)</u>
	3,325,400

**Total Assets**

\$ 4,911,628

**Liabilities**

Current

Accounts Payable	61,832
Due to HOTEDD	630,528
Accrued Vacation	149,839
Deferred Revenue	117,527
	<u>959,726</u>

Long-term Liabilities

Notes Payable	133,135
	<u>133,135</u>

**Total Liabilities**

\$ 1,092,861

**Fund Equity**

Investments in Fixed Assets, net of related debt	3,192,265
Nonspendable-prepaid items	19,227
Restricted for Emergency Notification System	618
Restricted for Federal & State programs	133,168
Unassigned	473,489
	<u>4,388,767</u>

**Total Fund Equity**

\$ 3,818,767

**Total Liabilities & Fund Equity**

\$ 4,911,628



**Heart of Texas Council of Governments  
 Combined Statement of Revenues, Expenditures  
 & Changes in Fund Balance  
 For Seven Months Ended April 30, 2024**

Revenues	Year To Date	YTD Budget	YTD Budget Variance	12 Month Budget	Annual Budget Remaining
Grants administered from State/Federal	\$ 3,935,367	\$ 4,823,657	\$ (888,290)	\$ 8,269,127	\$ 4,333,760
Rent-WF Bldg	259,698	276,821	(17,123)	474,551	214,853
Local Funds/Mgt. Fees	82,772	80,976	1,796	138,816	56,044
Membership Dues	62,032	36,069	25,963	61,832	(200)
Inkind Match/Program Income	27,878	287,554	(259,676)	492,950	465,072
Interest Income	18,024	8,274	9,750	15,000	(3,024)
Miscellaneous Income	15,407	3,500	11,907	6,000	(9,407)
<b>Total Revenues</b>	<b>\$ 4,401,178</b>	<b>\$ 5,517,328</b>	<b>\$ (1,116,150)</b>	<b>\$ 9,458,276</b>	<b>\$ 5,057,098</b>
<b>Expenditures</b>					
Salaries	631,509	646,305	14,796	1,107,951	476,442
Fringe Benefits	335,587	294,391	(41,196)	504,671	169,084
Travel	32,111	27,280	(4,831)	46,765	14,654
Equipment	405,358	897,999	492,641	1,539,427	1,134,069
Supplies	12,090	12,160	70	20,845	8,755
Other Expenses	210,745	168,816	(41,929)	289,399	78,654
Delegate Agency/Contractual Costs	1,903,739	2,334,779	431,040	4,002,478	2,098,739
Indirect Costs	572,104	576,693	4,589	988,617	416,513
Insurance/Maintenance-WF Bldg	47,551	58,333	10,782	100,000	52,449
Debt Service-WF Bldg	134,592	134,592	(0)	230,729	96,137
Inkind Match/Program Income	(180)	287,554	287,734	492,950	493,130
<b>Total Expenditures</b>	<b>\$ 4,285,206</b>	<b>\$ 5,438,902</b>	<b>\$ 1,153,696</b>	<b>\$ 9,323,832</b>	<b>\$ 5,038,626</b>
<b>Changes in Fund Balance</b>					
Excess (Deficiency) of revenues over (under) expenditures	115,972			134,444	
Transfers-Due (to)/from HOTEEDD	(52,729)			(101,261)	
<b>Net Change in Fund Balances</b>	<b>63,243</b>			<b>33,183</b>	
Fund Balances as of October 1, 2023	563,259				
<b>Fund Balances as of April 30, 2024</b>	<b>\$ 626,502</b>				

**Heart of Texas Council of Governments**  
**Monthly Report of Cash Transactions and Condition**  
**As of April 30, 2024**

	<u>Operating Account</u>	<u>Short Term Investments</u>	<u>Total Cash</u>
Beginning Balance 4/1/24	\$ 107,951	\$ 874,272	\$ 982,223
Transactions			
Cash In	774,878	3,770	778,648
Cash (Out)	<u>(799,244)</u>	<u>-</u>	<u>(799,244)</u>
Net Income (Outlay)	(24,366)	3,770	(20,596)
Net Transfers In (Out)	<u>25,630</u>	<u>(25,630)</u>	<u>-</u>
Net Total Transactions	<u>1,264</u>	<u>(21,860)</u>	<u>(20,596)</u>
Ending Balance 4/30/24	<u>\$ 109,215</u>	<u>\$ 852,412</u>	<u>\$ 961,627</u>

**HEART OF TEXAS COUNCIL OF GOVERNMENTS  
PERSONNEL STATUS SUMMARY  
AS OF MAY 23, 2024**

NUMBER OF POSITIONS AUTHORIZED BY GRANT/FUND BUDGETS 32

NUMBER OF PEOPLE EMPLOYED 32

As of May 23, 2024, HOTCOG had no vacancies as referenced by the number of positions authorized and filled. The following is a departmental breakout of the above figures:

**PEOPLE EMPLOYED**

<b><u>Department</u></b>	<b><u>Positions Authorized</u></b>	<b><u>Regular Fulltime</u></b>	<b><u>Temporary Fulltime</u></b>	<b><u>Regular &amp; Temporary Part-Time</u></b>	<b><u>Vacant</u></b>
Executive/ Admin. Services	6	6	0	0	0
Regional Services	8	7	0	1	0
Health and Human Services	18	17	0	1	0
<b><u>Totals</u></b>	<b>32</b>	<b>30</b>	<b>0</b>	<b>2</b>	<b>0</b>

# REGIONAL SERVICES REPORT

MAY 2024

## 9-1-1

### HOTCOG 9-1-1 IP Network (Next-Generation 9-1-1)

Members of the TriCOG 9-1-1 Alliance (BVCOG, CTCOG and HOTCOG) continue to collaborate with network consultants and equipment vendors to maintain a robust network. The TriCOG Alliance maintains its partnership with Mission Critical Partners (MCP) for NextGen Core Services (NGCS) Consulting and Cybersecurity Support. MCP follows a scope of work identifying three tasks to assist the TriCOG in technical issues to include Project/Task Management for GIS Readiness and Geospatial Call Routing, Procurement support for a Request for Proposal for call handling equipment and the development of a Cyber Security Plan. Members of the TriCOG participate in regularly scheduled conference calls to discuss ongoing NGCS projects and planning for the future of the regional networks. In addition, project planning calls with Motorola Solutions Connectivity, Inc. continue to be held weekly, and discussions include ongoing project deliverables and discussions for upcoming activities.

### Enterprise Geospatial Database Management System (EGDMS)

In NG9-1-1 systems, an EGDMS (GIS map data) replaces the traditional Master Street Address Guide (MSAG) for location-based 9-1-1 call routing and location validation. An EGDMS is crucial for the transition to NG9-1-1 because it provides a means to create and maintain data critical to NG9-1-1 success. Staff participated in the Customer Focus Group (CFG) for this project. The CFG was responsible for assisting with development of the Quality Assurance/Quality Control plan, participating in GIS Data Management collaboration meetings, and assisting in GIS data management workflow development. 9-1-1 staff exceeded the 99% data match rate as recommended by the National Emergency Number Association (NENA) with a match rate of 99.99% with no critical errors remaining. HOTCOG has completed the transition to an EGDMS, and staff is a participant in a focus group for continued implementation across the state.

### Text-to-9-1-1

Text-to-9-1-1 is available in the HOTCOG Region as an alternate means of communicating with 9-1-1 for people with a hearing and/or speech disability, or when speaking aloud would put the individual in danger. Text-to-9-1-1 also provides a silent alternative in cases such as child abduction, active shooter, or domestic abuse.

### Public Education

There were 950 public education items distributed to the Region for public education and public outreach/health expo events.

### Meetings/Training/Conference Calls and Site Visits

- MVP NGCS project discussion conference call, HOTCOG – May 6<sup>th</sup>
- CSEC Touchpoint conference call, HOTCOG – May 7<sup>th</sup>
- MCP Incident Response Plan discussion conference call, HOTCOG – May 9<sup>th</sup>
- MVP NGCS project discussion conference call, HOTCOG – May 13<sup>th</sup>
- MVP NGCS project discussion conference call, HOTCOG – May 20<sup>th</sup>
- MVP NGCS project discussion conference call, HOTCOG – May 27<sup>th</sup>
- CSEC Commission Meeting, Austin – May 29<sup>th</sup>
- TriCOG project discussion conference call, HOTCOG – May 30<sup>th</sup>

## **Homeland Security/Emergency Preparedness**

### **Grant/COG Projects**

- Staff attended the monthly Homeland Security conference calls with the Office of the Governor (OOG) and received conditional funding numbers for 2025 SHSP Grants. The COG Region was allocated \$431,744.01 in Homeland Security funding which is approximately \$50,000 less than last years allocation.

### **Technical Assistance**

- Staff participated in First Responder Career Day at University High School.
- May EPAC Meeting was held. Texas Division of Emergency Management (TDEM) presented information on the current Disaster Declarations and completing the ISTAT and PSTAT Surveys.

## **Criminal Justice**

### **Planning Grant**

Lana scheduled meetings with area agencies to discuss plans for a Regional Crisis Intervention Team if funding on the State Crisis Intervention Grant Program is awarded.

Lana attended the Grant Writing USA class in Arlington. Lana scheduled a Law Enforcement Grant Writing 101 class for August.

### **Regional Law Enforcement Training Academy Grant**

Lana received a request for a report writing class in Freestone County. The Investigative Report Writing class will be held in Fairfield on May 21, 2024. Lana scheduled a Telecommunicator Cardiac Emergency Communications 786 class in July.

### **BMMAP**

CJ Planner, Program Manager Wayne Stovall and Homeland Security planner Andy Davis will attend the Response to Bombing Incidents and Suicide Bombing Prevention courses with New Mexico Tech in June 2024.

Sixty (99) students attended HOTCOG training, totaling 2888 contact training hours since November 2023.

## Economic & Community Development Department Staff Report

### REVOLVING LOAN FUND

HOTEDD currently administers two revolving loan funds: One through USDA (United States Department of Agriculture) and one through TDA (Texas Department of Agriculture).

The USDA fund is to support our local businesses so that they can grow, create jobs, and diversify our regional economy. Specifically, the HOTEDD RBEG RLF Program seeks to assist qualified small and emerging businesses in the rural Heart of Texas including Bosque, Falls, Freestone, Hill, Limestone, and rural McLennan Counties. Any private business that will employ 50 or fewer new employees and has less than \$1 million in projected gross revenues located in the rural (as defined by USDA) Heart of Texas region including Bosque, Falls, Freestone, Hill, Limestone and rural McLennan Counties (McLennan County communities that are not contiguous to the City of Waco). On a case by case basis, the Loan Committee may waive this requirement and provide loan funds to a business located outside the region if the committee determines doing so will have a positive economic impact on the community to be assisted with RLF funds. The project will create or retain one full-time job per each \$10,000.00 in loan funding. At least 51 percent of the interest in the business (applicant) must be owned by those who are either citizens of the United States or reside in the United States after being legally admitted for permanent residence certifiable by HOTEDD and USDA. HOTEDD RLF's financial assistance is necessary to the viability of the project: There must be evidence presented by the applicant that demonstrates that the projects financial requirements cannot be met from owner resources or a commercial financial institution.

Texas CDBG funds provided under the TCF SMRF program are required to comply with the national objective of principally benefiting persons of low and moderate income. The objective of the program is to expand economic opportunities that create or retain jobs, principally for low- and moderate-income persons. The SMRF program provides resources for an eligible applicant to support qualified small and microenterprise business(es) (a for-profit entity) to create or retain jobs for Texans. The CDBG regulations provide the following definitions: **Microenterprise Definition**, A "microenterprise" is a commercial enterprise that has five or fewer employees, one or more of whom owns the enterprise. "Persons developing microenterprises" means persons who have expressed interests in and who are, or after an initial screening process are expected to be, actively working toward developing businesses, each of which is expected to be a microenterprise at the time it is formed. 24 CFR §570.201(o)(3): **Small Enterprise Definition** is an enterprise" or "small business" is a commercial enterprise that has 25 or fewer employees, one or more of whom owns the enterprise. Falls County is the only county under the SMRF fund. The funding period through TDA and regulations is over but once TDA closes out the contract with Falls County then HOTEDD can lend the revolving funds back into Falls County without the stricter requirements of TDA.

HOTEDD is currently seeking applicants for approximately \$247,691 in USDA revolved funds.

SMRF has \$55,088

Currently loans are out to:

Net1 is now delinquent even on new terms. Staff is working with legal on calling note.

KNV Investments is current.

### **U.S. ECONOMIC DEVELOPMENT ADMINISTRATION GRANTS**

EDA sent HOTEDD notification that the three year planning grant has been awarded. This is from 2024-2026 at the full normal amount of \$210k. This means \$70,000 each year.

EDA prefers to use HOTCOG as the grant administrator of all projects within the HOTCOG region. EDA helps fund the Economic planning division of HOTCOG. All EDA funding projects must support the HOTCOG regions CEDS (Comprehensive Economic Development Strategies). Dorothy Jackson administers all of the grants at this time. This includes help with applications and once grant has been award then all financial reports and special conditions are fielded through Dorothy Jackson and then submitted to EDA.

EDA is seeking new public works grants. Please contact Dorothy Jackson if you have a need that we can fit into the national objective of the EDA.

**EDA is working on a rolling basis for the funds they receive. Even if funds are not available now they say to still submit applications and they will award eligible projects when they receive more funds. Make sure to contact me prior to sending in application!**

#### **Current EDA funding opportunities:**

#### **Key points for this report on EDA 2024 Allocation of public works grant conveyed by EDA Representative:**

- The Economic Development Administration (EDA) recently announced the receipt of the 2024 funding allocation for public works projects.
- A portion of the allocated funds has already been committed to specific projects.
- The EDA anticipates allocating all remaining funds by summer, indicating a time-sensitive opportunity for potential applicants.
- To enhance competitiveness and be considered for a grant, applicants must submit Forms ED 900B.
- Forms ED 900B are crucial for reporting business activities resulting from the grant, such as new ventures, expansions, or job retentions.
- Timely completion and submission of Forms ED 900B are essential to demonstrate the tangible impact of the grant on applicants' operations.

Make sure to get with Dorothy Jackson quickly so that we can discuss any potential project with EDA Representative for our region.

## **Fiscal Year 2023 Public Works and Economic Adjustment Assistance (PWEAA) Application Submission and Program Requirements**

### **Application deadline**

There are no application submission deadlines. Applications will be accepted on an ongoing basis until the publication of a new PWEAA NOFO, cancellation of this PWEAA NOFO, or all available funds have been expended. EDA intends to review applications expeditiously upon receipt of the complete application.

EDA intends to review applications expeditiously upon receipt of the complete application. There are no application submission deadlines. Applications will be accepted on an ongoing basis until the publication of a new PWEAA NOFO, cancellation of this PWEAA NOFO, or all available funds have been expended.

This NOFO sets out EDA's application submission and review procedures for two of EDA's core economic development programs authorized under the Public Works and Economic Development Act of 1965, as amended (42 U.S.C. § 3121 et seq.) (PWEDA): (1) Public Works and Economic Development Facilities (Public Works) and (2) Economic Adjustment Assistance (EAA).

EDA supports bottom-up strategies that build on regional assets to spur economic growth and resiliency. EDA encourages its grantees throughout the country to develop initiatives that present new ideas and creative approaches to advance economic prosperity in distressed communities.

Through this NOFO EDA intends to advance general economic development in accordance with EDA's investment priorities, but also to pursue projects that, where practicable, incorporate specific priorities related to equity, workforce development, and climate change resiliency so that investments can benefit everyone for decades to come.

### **EDA Investment Priorities**

Each project funded under this NOFO must be consistent with at least one of EDA's Investment Priorities:

1. Equity
2. Recovery & Resilience
3. Workforce Development
4. Manufacturing
5. Technology-Based Economic Development
6. Environmentally-Sustainable Development
7. Exports & Foreign Direct Investment

### **Public Works**

Through the primarily construction-oriented Public Works program, EDA provides catalytic investments to help distressed communities build, design, or engineer critical infrastructure and facilities that will help implement regional development strategies and advance bottom-up economic development goals to promote regional prosperity. The Public Works program provides resources to meet the construction and/or infrastructure design needs of communities to



enable them to become more economically competitive. Examples of projects that have been funded previously include, but are not limited to:

- acquisition and development of land and improvements for use in public works or other types of development facilities;
- design and engineering, construction, rehabilitation, alteration, expansion, or improvement of public works, public service, or related development facilities, including related machinery and equipment;
- water and sewer system improvements;
- creation or expansion of industrial parks;
- creation or expansion of business incubator and accelerator facilities;
- expansion of port and harbor facilities;
- construction or expansion of facilities for workforce development;
- redevelopment of brownfield sites;
- expansion, construction, or improvements of technology-based facilities and research and development commercialization centers, including the procurement of necessary equipment;
- construction, expansion, or improvement of wet labs, including the procurement of necessary equipment;
- construction of multi-tenant manufacturing facilities;
- expansion or improvement of research, business and science parks; and
- expansion or enhancement of public facilities with higher quality fiber optic cables and telecommunications infrastructure and broadband infrastructure deployment.

### **Economic Adjustment Assistance (EAA)**

Through the EAA program, EDA provides investments that support a wide range of construction and non-construction activities in regions experiencing adverse economic changes that may occur suddenly or over time. Supported activities include construction and non-construction such as sectoral partnerships for workforce training, design and engineering, technical assistance, economic recovery strategies, and capitalization or re-capitalization of Revolving Loan Funds (RLF). EDA utilizes EAA investments to provide resources that help communities experiencing or anticipating economic dislocations to plan and implement specific solutions to leverage their existing regional economic advantages to support economic development and job creation. Like Public Works investments, EAA investments are designed to help communities catalyze public-private partnerships to foster collaboration, attract investment, create jobs, and foster economic resiliency and prosperity. Examples of projects that have been funded previously include, but are not limited to:

- construction or upgrading of public infrastructure;
- design and implementation of sectoral partnerships (see section 3.a.);
- activities necessary to strengthen cluster acceleration and expansion;
- capitalization or recapitalization of revolving loan funds (RLFs);
- development and implementation of long-term disaster recovery and resiliency plans;
- enhancement of infrastructure to make it more resilient to natural disasters;
- implementation of military base realignments and closures (BRAC) responses;
- development or expansion of commercialization and proof of concept centers;
- procurement of equipment for workforce training programs;
- market or industry research and analysis for larger hard or soft economic projects;
- creation or expansion of foreign direct investment, trade, or export initiatives;

- economic development projects that enhance density in the vicinity of other economic development;
- “strategy grants” to develop, update, or refine a Comprehensive Economic Development Strategy (CEDS) as described in EDA’s regulations at 13 C.F.R. § 307.3; and
- development of projects that provide technical assistance to enhance the capacity of key economic development actors in the region to promote the region’s locally owned strategies.

**Current EDA projects Administrated by HOTCOG/HOTEDD:**

**TSTC Project through the Cares Act funding:** The EDA investment is for the renovation of building space within the 30,877 sq ft Technical Studies Center (TSC) building and 41,223 sq ft Electronics Center (EEC) building. Major components for both buildings include:

- Conduct abatement,
- Conduct demolition,
- Installation of electrical, plumbing and IT infrastructure,
- Renovate interior lab and classroom space,
- Equipment purchase of technology equipment to support on-line lecture distribution

The investment is for \$3,500,000 from EDA and original budget for total project was for \$6,083,594.

Construction has started at TSTC. Dorothy Jackson has conducted employee interviews and will continue through project to conduct interviews because prime contractor is subcontracting out a lot of the work.

**Fairfield project:** The EDA investment is for roadway improvements of approximately 3,750 feet of the existing Old Mexia-Fairfield Road (County Road 946). The roadway reconstruction includes upgrading from a variable width (18-20 feet) asphalt concrete paved roadway to a formalized 24-foot-wide concrete paved roadway with stabilized subgrade and base and includes a culvert replacement. Other components include sitework, traffic control (permanent and temporary), curbing and inlets, driveway approach, erosion control measures and a minor utility relocation.

EDA investment is \$950,000 with total project estimated cost at 1,577,410.

On last report the board was informed that the Engineers for Fairfield EDC had determined the project was at 50% more than estimations when this project first started. Neither Fairfield EDC nor the City of Fairfield has the funds to cover that cost. Fairfield EDC decided to move forward with accepting bids with alternate scope of work to reduce the amount of road coverage to see how much the actual cost is and to give EDA an option to allow the reduction of scope of work. EDA did come back allowing alternative items on the bid manual. The bids were opened on February 15.

EDA has approved the Executed contract and notice to proceed with construction on May 13, 2024. Dorothy Jackson and Falen Bohannon attended preconstruction meeting on May 8<sup>th</sup> and the contractor seemed ready to start asap.

## **Training:**

Dorothy Jackson and Russell Devorsky attended SWREDA May 13-17 in Oklahoma City.

## **COMMUNITY DEVELOPMENT**

Staff is forwarding information to the community that comes down from Federal partners on upcoming grants.

**Dorothy Jackson is continuing to work with the City of Mexia and City of Lacy Lakeview for GLO Grants.**

**The overview of the GLO grant will be continued in these reports for reference of the Executive Committee Board and HOTEDD Board members.**

Dorothy Jackson has been working with the City of Mexia and the City of Lacy Lakeview, on grant through the Texas General Land Office (GLO) who have allocated up to \$100 million in Community Development Block Grant Mitigation (CDBG-MIT) funds for the Resilient Communities Program (RCP). RCP funds the development, adoption, and implementation of resilient building codes, flood damage prevention ordinances, zoning ordinances, comprehensive plans, and land use plans. Additionally, RCP funds an array of public service activities related to resilience. The maximum grant amount is \$300,000 per applicant. HOTCOG will be the grant administrator for the City of Whitney on this grant. The City of Whitney will be eligible for funds up to \$100,000 due to population. Please see Dorothy Jackson if there is an interest in your community to apply for this grant.

Mexia application has been submitted. GLO sent request for clarifications that Dorothy Jackson submitted back to the GLO specialist. The grant at time of this report is still under review. According to GLO specialist we should hear back on this within couple of days (inquired on 4/17/2024) and said then contract work would begin. As of 5/10/2024 they system still showed application under review.

## **TDA (Texas Department of Agriculture)**

Dorothy Jackson is sending out notifications of TDA announcements as they come in.

TDA is allowing \$12,253 to the COG for this year's technical assistance work.

## **TECHNICAL ASSISTANCE**

Community and economic development technical assistance was provided to:

- Fairfield EDC
- TSTC
- City of Mexia
- City of Lacy Lakeview
- City of Clifton
- City of Whitney

- City of Marlin
- City of Mart
- City of Meridian

### **Solid Waste**

The SWAC determined that FY24 and FY 25 would be conducting COG Managed Projects. Three Counties will be funded in each of the Fiscal Years. The projects will be determined by each County Judge or whomever they assign to the task. Staff will work directly with each entity to arrange and follow through on each project. There will be Code Enforcement training for all 6 counties that will be separate from the other projects. We are anticipating having 2 code enforcement trainings in FY24. There will be a total of 3 community collection events in FY 24. Bosque, Falls, and Freestone will all be doing a project that will involve both tire trailers and roll off dumpsters.

### **Air Quality**

Staff remains in communication with consulting firm and works directly with them on a variety of issues and questions. Staff makes sure that all correspondence is documented, all invoices have PO's and Reqs attached, and are paid on time. Ramboll has just completed the new Statement of Work for FY24/25. TCEQ has opted to extend the last biennium contract to incorporate new years of data collection for ambient monitoring. Work in FY24 will begin as soon as TCEQ approves the new Statement of Work.

**Health and Human Services Division**

**Program Activity**

**April 2024 Report**

**Executive Committee Meeting May 23, 2024**

## Health and Human Services Division

The following is a summary of the activities for the programs in the Health and Human Services Division of the Heart of Texas Council of Governments.

### HEALTH AND HUMAN SERVICES PROGRAM DESCRIPTION AND ACTIVITY

Donnis Cowan – Director

The Health and Human Services Division (HHS) is one of two divisions of the Heart of Texas Council of Governments. The HHS division is made up of four different and distinct program areas 1) Area Agency on Aging; 2) Aging and Disability Resource Center; 3) Heart 2-1-1; and 4) Rural Transit District which primarily serves and works with individuals and family members who need assistance through either information or services. Below are the four program descriptions and activities.

### TOTAL INDIVIDUALS SERVED BY COUNTY

Health and Human Services – Individuals Served							
Services	Bosque	Falls	Free-stone	Hill	Lime-stone	McL	Grand Total
Area Agency on Aging, ADRC, 211, and Transportation	316	891	524	969	1273	2711	6,161

### PUBLIC HEALTH COVID-19 EMERGENCY PREPAREDNESS CAMPAIGN

As part of ACL's Public Health COVID-19 Emergency Preparedness Campaign, the Heart of Texas AAA (AAA) will use its existing staff to provide valuable health and wellness education to 5,000 underserved, rural, vulnerable, and minority seniors living in rural counties. The AAA will provide totes filled with information on how to access COVID-19 vaccines & boosters, at-home test kits, and emergency preparedness planning which will assist them in making important healthcare decisions. Decisions such as do I get vaccinated for COVID-19 or do I get the Covid-19 Boosters? Do I have a public health department in my county?

PUBLIC HEALTH EXPANSION PROJECT WILL BEGIN IN JUNE							
Counties Served	Bosque	Falls	Free-stone	Hill	Lime-stone	McL	Grand Total
Staff Assigned to Counties	Jan Enders	Donnis Cowan	John Vorderkunz	Eric Hobbs	Eric Hobbs	Amy Rossow	5,000 Ind Served

**1. Heart of Texas Area Agency on Aging (AAA)**

Jan Enders – Special Programs and Outreach Manager  
Ursula Johnson - Managing Local Ombudsman  
John Vorderkunz - Contract Quality Assurance Specialist  
Destiny Zavala – Senior Care Coordinator  
Rose Contreras – Senior Benefits Counseling  
Tiffany Soto – Senior Program Coordinator/Dementia Care Specialist

- 1 of 28 Area Agency on Aging contractors designated by the Texas Health and Human Services Commission (HHSC).
- Serves six counties including Bosque, Falls, Freestone, Hill, Limestone and McLennan.
- Provides access to needed social services, effective screening and assessment of individual needs, and advocacy for older persons (age 60 and older), their family members, or other caregivers.
- Directly administers services including benefits counseling, care coordination, caregiver support coordination, and long-term care ombudsman services.
- Contracts with service providers throughout the region to provide nutrition (congregate and home-delivered meals), homemaker care, respite care, personal assistance, minor home repairs, health education classes, and caregiver counseling to caregivers and their loved ones.
- All programs are operated under all policies and procedures.

**AREA AGENCY ON AGING PROGRAM DESCRIPTIONS AND PROGRAM ACTIVITY**

**John Vorderkunz - Contract Quality Assurance Specialist**

Contract Quality Assurance negotiating and managing contracts; reporting; reimbursement; accounting; auditing; monitoring; procuring services funded with federal and state funds and providing quality assurance to ensure compliance with contracts. Validation of complete and accurate data in the HHS statewide system for quarterly and annual reports.

**Jan Enders – Special Programs Manager**

Outreach is intended to identify vulnerable, hard-to-reach individuals. The AAA conducts outreach to people who may be eligible for Aging Services, especially older individuals, residing in rural areas, with the greatest economic or social needs.

Outreach - Individuals Reached							
Description	Bosque	Falls	Free-stone	Hill	Lime-stone	McL	Grand Total
Presentations - Medicare	3		12		31	383	429
Medicare Fraud	3		12			383	398
<b>Grand Total</b>	<b>6</b>	<b>0</b>	<b>24</b>	<b>0</b>	<b>31</b>	<b>766</b>	<b>827</b>

**Executive Committee Assistance Requested: The Area Agency on Aging would like to speak to your communities regarding our programs. To schedule an event in your county please call 254-292-1855.**



**BENEFITS ENTITLEMENT PROGRAMS**  
**Jan Enders – Special Programs Manager**  
**Rose Contreras - Senior Benefits Counselor**

The Benefits Counseling program primarily provides financial-related assistance and Medicare/Medicaid-related services to clients through Legal Assistance (one-on-one) and Legal Awareness (groups) events. We continue to see a growing need for Benefits Counseling for the senior population and added emphasis has been placed on expanding the services of this program.

Area Agency on Aging Services - Benefits								
Services	Bosque	Falls	Free-stone	Hill	Lime-stone	McL	Other	Grand Total
Benefits Counseling - Medicare, Extra Help, Health Ins, & Social Security - Hours	3.58		3.28	3.65	4.69	77.86	13.33	106.39

**CASE MANAGEMENT TYPE PROGRAMS**  
**Destiny Zavala – Senior Care Coordinator**

The Care Coordination and Caregiver Support Coordination programs empower senior citizens age 60 and older and their family caregivers to maintain their independence, freedom, and dignity by identifying needs and arranging social services required for living independently. These programs include Case Management; In-Home Care – Homemaker – Personal Assistance – Caregiver Respite; REACH-TX; Rolling Walkers; Grab bars; Minor Residential Repair; and Wheelchair ramps.

Area Agency on Aging Services							
Services	Bosque	Falls	Free-stone	Hill	Lime-stone	McL	Grand Total
Care Coordination - Connecting Individuals to Services - Hours	3.65	1.34	3.56	3.03		104.23	115.81
Callers for Assistance	78	5	3	3	8	104	201
Health Maintenance - assistive devices wheelchairs, walkers, etc. - Individuals						1	1
Homemaker in-home care - Hours						2.00	2.00
Personal Assistance - hands on in-home care. Hours		6.00				114.75	120.75
Residential Repair grab bars, minor home repair - # of clients						6	6
<b>Grand Total</b>	<b>81.65</b>	<b>12.34</b>	<b>6.56</b>	<b>6.03</b>	<b>8.00</b>	<b>331.98</b>	<b>446.56</b>



## CASE MANAGEMENT TYPE PROGRAMS

### Tiffany Soto – Senior Program Coordinator/Dementia Care Specialist

The Caregiver Support Coordination programs empower senior citizens age 60 and older and their family caregivers to maintain their independence, freedom, and dignity by identifying needs and arranging social services required for living independently.

These programs include Case Management; In-Home Care – Homemaker – Personal Assistance – Caregiver Respite; REACH-TX; Rolling Walkers; Grab bars; Minor Residential Repair; and Wheelchair ramps.

REACH-TX (Resources for Enhancing Alzheimer's Caregiver Health) assists caregivers manage their health and well-being. REACH-TX is for family and friend caregivers of persons living with Alzheimer's Disease and related dementia. With the assistance of a trained and certified Dementia Care Specialist and Caregiver's Notebook this program is known to decrease the caregiver's depression; decrease the caregiver's burden, improve the level of social support, and improve the capability to take care of the caregiver's health and well-being.

Area Agency on Aging Services							
Services	Bosque	Falls	Free-stone	Hill	Lime-stone	McL	Grand Total
Caregiver Support Coordination Connecting Caregivers to Services - Hours	5.17		5.03	11.43	0.67	93.06	115.36
Health Maintenance - assistive devices wheelchairs, walkers, etc. - Individuals						2	2
REACH-TX coping skills for caregivers caring for loved ones with Alzheimer's or other dementias. # of sessions						10	10
Residential Repair grab bars, minor home repair - # of clients						1	1
Respite care - in-home care to caregivers loved ones - Hours	1.50	8.00	6.25	3.00	9.00	67.50	95.25
<b>Grand Total</b>	<b>6.67</b>	<b>8.00</b>	<b>11.28</b>	<b>14.43</b>	<b>9.67</b>	<b>173.56</b>	<b>223.61</b>

**Executive Committee Assistance Requested: The Area Agency on Aging would like to speak to your community regarding our programs. Please let us know how to best reach your community or have someone contact us at 254-292-1855.**

## NUTRITION PROGRAMS – Congregate (CM) & Home Delivered Meals (HDM)

- The nutrition program is our single largest program and impacts the greatest number of individuals in the greatest geographical coverage in our service

area. We have four nutrition subrecipients that serve the nutritional needs of the elderly in the six-county service area.

Area Agency on Aging Nutrition							
Meals Funding Source	Bosque	Falls	Free-stone	Hill	Lime-stone	McL	Grand Total
Congregate Meals	CM	CM	CM	CM	CM	CM	CM
Area Agency on Aging	306	219	398	226	333	1636	3118
Other Local Donations County & Cities	22		582	37	168	77	886
Home Delivered Meals	HDM		HDM	HDM	HDM	HDM	HDM
Area Agency on Aging	915	968	850	1572	1466	5326	11097
Other Local Donations County & Cities	144	24	769	174	79	3954	5144
<b>Grand Total</b>	<b>1387</b>	<b>1211</b>	<b>2599</b>	<b>2009</b>	<b>2046</b>	<b>10993</b>	<b>20245</b>

### OMBUDSMAN PROGRAM

Ursula Johnson – Managing Local Ombudsman

Lynda Mitchell – Part-Time Ombudsman

- Through direct advocacy the Long-Term Care Ombudsman Program utilizes volunteers and staff to achieve the best possible quality of life for approximately 4,500 residents in 35 nursing homes and 21 assisted living facilities in our service area.
- Provided ongoing support and training for certified volunteers.
- Participate in monthly HHS webinars.
- Participate in weekly activity meetings with Patty Ducayet, State Long Term Care Ombudsman, and her staff.
- Serve as a resource to inquirers regarding changing facilities or moving to facilities in our region.

Ombudsman Program							
Services	Bosque	Falls	Free-stone	Hill	Lime-stone	McL	Grand Total
Long Term Care Facility Visits	5	2			4	33	44
Assisted Living Facility Visits	2	1				3	6
Complaints		1				2	3
State Surveys	1					2	3
Education & Consultations					1	2	3
Resident Council Meetings						1	1
<b>Grand Total</b>	<b>8</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>43</b>	<b>60</b>

**Executive Committee Assistance Requested: The Ombudsman Program would like your assistance in locating volunteers to visit long-term and assisted living facilities in your community. Please have individuals call Lynda Mitchell at 254-313-7089.**

## **2. Heart of Texas Aging and Disability Resource Center (ADRC)**

Eric Hobbs – Housing Navigator  
Debbie Jones – Resource Navigator

- The ADRC model is a “way of doing business” that is intended to respond more effectively and efficiently to the needs of individuals looking for long-term services and support.
- Provides information and assistance to individuals (including those with multiple, complex needs) about local programs and resources as they relate to aging or living with a disability, to older individuals, individuals of any age with disabilities, family caregivers, veterans, and families with children with special needs, all without regard to income levels.
- The primary purpose is to provide information to help individuals live within their community if possible.
- Operating a broad-based coalition consisting of the Area Agency on Aging, local Health and Human Services, Department of Assistive and Rehabilitation Services, Heart of Central Texas Independent Living Center, Heart of Texas 2-1-1, and Heart of Texas Behavioral Health Center.
- HOTCOG serves as the Lead Agency/Fiscal Agent and has the responsibility as contract administrator.
- Serves six counties including Bosque, Falls, Freestone, Hill, Limestone, and McLennan.
- 1 of 25 designated ADRCs by the Texas Health and Human Services Commission.

### **ADRC Outreach Activities**

Outreach is intended to identify vulnerable, hard-to-reach individuals. The ADRC conducts outreach to people who may be eligible for Aging and Disability Services.

<b>Outreach - Events</b>							
<b>Description</b>	<b>Bosque</b>	<b>Falls</b>	<b>Free-stone</b>	<b>Hill</b>	<b>Lime-stone</b>	<b>McL</b>	<b>Grand Total</b>
Round Table Talk	1	3	1	2	3	15	25
Presentations / Housing / LCA	1	2	1	3	2	10	19
Housing Authority	1	1	1	2	3	8	16
<b>Grand Total</b>	<b>3</b>	<b>6</b>	<b>3</b>	<b>7</b>	<b>8</b>	<b>33</b>	<b>60</b>

### **ADRC Call Activity**

Connecting older adults and individuals with disabilities with long-term care and support services. Callers were assisted with Community Resources

<b>ADRC Call Activity</b>							
<b>Description</b>	<b>Bosque</b>	<b>Falls</b>	<b>Free-stone</b>	<b>Hill</b>	<b>Lime-stone</b>	<b>McL</b>	<b>Grand Total</b>
AAA Referrals		2	1	5	2	42	52
Housing				1		2	3
In Home Care		1	2	6	4	39	52
Medicare / Medicaid/ SNAP				2	1	19	22
Medical Equipment	1			1	1	1	4
Minor Home Repair				2	2	9	13
Nursing Home					1	2	3
Rent Payment Assist						1	1
Utilities Payment Assist		1	2	1	2	3	9
Other Community Resources	3	1		4	2	53	63
<b>Grand Total</b>	<b>4</b>	<b>5</b>	<b>5</b>	<b>22</b>	<b>15</b>	<b>171</b>	<b>222</b>

**3. Heart of Texas Area Information Center (AIC) – (HT 2-1-1)**

Amy Rossow – Call Center Manager

Marcy Whiddon – Resource Database Manager/Information & Referral Specialist

Belinda Arocha – Information & Referral Call Specialist

Joanna Whitehouse – Information & Referral Call Specialist

Karen Dunaway – Information & Referral Call Specialist – Part-Time

The 2-1-1 program is a nation-wide “free” social service phone help line answered by highly trained call specialists who listen to help-seeker’s needs and provide resources and information to evaluate and make the choice as to which referral sources best fit their needs. The help-seeker can then reach out to the resources that they choose. It is the help-seeker’s responsibility to reach out to each agency and provide any additional information requested for consideration for assistance through their program. 2-1-1 does not provide any direct funding, only referrals to non-profit, social services agencies who have voluntarily become part of our database designed to assist our help-seekers. We always encourage all help-seekers to call back to 2-1-1 at any time should they need more resources or identify another need. 2-1-1 provides referral information about health and human services to all callers regardless of age, ethnicity, gender, disability, or any other criteria. 2-1-1 is available 365 days a year and 24 hours a day.

HOT 2-1-1 (HT) continues to take traditional calls for local social service needs including food pantries, utility bills, rent, childcare, and medication assistance plus mental health and everything from A-Z for the state of Texas including the six-county service area. In addition, we take disaster related calls when such an event occurs and provide close monitoring and reporting of any resources available for those impacted by the disaster.

- During the month of **April 2945 calls came into our Area Information Center** – Heart of Texas Council of Governments 2-1-1. Thankfully we

remain on the Finesse Software and are receiving our local HOTCOG calls as a priority. However, if a call comes in from our HOTCOG area and all local Call Specialists are on the phone the call will go into a holding queue for 2 minutes, and then if the call is unable to be released into our local queue it will roll over to the state-wide queue and be answered by the next available Call Specialist. Our help-seekers are being answered on **average within 17 seconds**.

- Out of 2945 calls **1408 calls were transferred to Health & Human Services Commission (HHSC) Option 2. – *Your Texas Benefits***. After the help-seeker shares their need to communicate with HHSC the Call Specialist obtains the demographic information from the help-seeker and location where they are calling from, and the call is transferred to an automated system prior to reaching a representative from HHSC. The help-seeker is required to confirm their identity prior to being connected with a representative. The majority of calls being transferred to HHSC are for assistance with their Medicaid Benefits or SNAP - Food Stamp Benefits. HHSC can also assist the help-seeker with questions about the status of their accounts, reset their password for on-line access, and apply for coverage or inquire about a denial.
- When help-seekers indicate that they need referrals for community assistance the call specialists try to identify at least 3 referral resources for each identified need. There is no limit to the time of each call, or the number of needs discussed. Most of the community resource phone calls can be characterized as needing help with two or more services, such as rent and electricity or prescription assistance and food pantries. Our goal is to provide as many resources as the help-seeker needs. We also make sure to ask help-seekers who ultimately need to be transferred to HHSC if there is anything else we can help them with prior to transferring them, and quite often they will ask for assistance in one or more areas.

Our Call Specialists also offer follow-up calls for help-seekers, primarily in our local HOTCOG area that they believe are in need of follow-up. We ask permission to make a follow-up call within a few days or possibly a week to check to see if the help-seeker was able to contact the agencies provided and if they were able to receive the assistance requested. The follow-up process allows us to check in with our help-seekers and allows us to get feedback regarding the agencies we have recommended they contact. We can address any concerns the help-seeker may have with a particular agency, and we are able to give kudos when applicable to our partner agencies. In the event the help-seeker was not able to receive assistance from the agencies previously provided we are able to search for additional resources that might be available in the area and then set a new follow-up date to check on the help-seeker.

See the next page for more information.



Texas 2-1-1 Statewide Call Detail								HTCG 211 Call Detail		
Description	Bosque	Falls	Free-stone	Hill	Lime-stone	McL	Total In Region	HTCG 211 Referrals	HTCG 211 transfered HHSC Option 2	HTCG 211 Total Calls
<b>Total Calls</b>	<b>51</b>	<b>62</b>	<b>63</b>	<b>127</b>	<b>92</b>	<b>1112</b>	<b>1507</b>	<b>1507</b>	<b>1408</b>	<b>2945</b>
<b>Top Needs Per County</b>										
Electricity Payment Assistance	14	10	9	18	20	302	340			
Rent Payment Assistance	9	12	13	19	16	74	143			
Food Pantries	1	4	4	14	1	109	133			
Area Agency on Aging	2	5	2	5	3	18	35			
Housing Authorities	1	6		6	1	22	36			
Homeless Shelter				3		28	31			
<b>County Statistics</b>										
First Time Callers	4	5	13	16	13	75	126			
Transferred HHSC	16	17	17	33	30	283	396			

A new statistic that we will be providing is the number of help-seekers who indicate they are calling 2-1-1 for the first time. For the **month of April, we had 126 total first time callers**. We work very hard to inform our communities about 2-1-1 and all the services that we can offer. We look forward to watching these numbers grow and grow.

Please help spread the word that 2-1-1 phone assistance is available 24/7 to everyone! All ages, all races, all socioeconomic backgrounds. We have resources from A-Z, and we are here to help. The website [www.211texas.org](http://www.211texas.org) is also available 24/7.

**4. Heart of Texas Rural Transit District**

Ronald E. "Rep" Pledger - Manager  
 Frances Ramirez – Transportation Specialist  
 Misty Hendon – Transportation Admin  
 Rachel Braswell - Transit Dispatching and Scheduling Technician

**General Information:**

HOTRTD Staff has applied to TXDOT and been informed that we will receive Transit Technical Service Program (TTSP) assistance. The Transit Technical Services Program (TTSP) provides focused technical assistance to rural public transit systems in five areas: financial management and analysis, capital project development, operational and service analysis, policy, procedure and program document development, and strategic planning, performance, and organizational development. The technical assistance provided is short-term in duration, lasting between two and six months. The application is for technical assistance with policy, procedure, and program document development.

**Funding**

Staff has been notified that it will be receiving \$873,672.00 in federal funds for FY2025.

**Trainings/Meetings**

June 9-13, 2024, CTAA Expo and Conference

**Regional Transportation Coordination Council - (RTCC)**

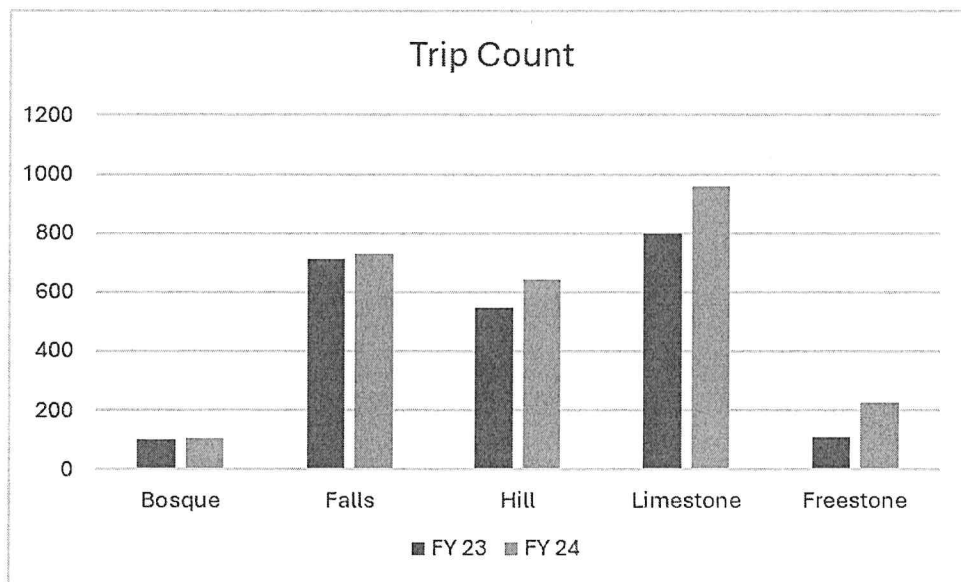
The next meeting will be on June 27.

**Rural Transit District – (Operations)**

Staff continue their outreach to clients to increase ridership.

Trip activities for April 2024 are as follows:

Transportation Services – One Way Trips		
Transportation Provider	FY 2023	FY 2024
Bosque County	100	107
Falls County	714	731
Hill County	549	644
Limestone County	797	958
Freestone County	110	227
Total - All 5 Counties	2270	2667



<b>Trip Type by County</b>						
<b>Trip Type</b>	<b>Limestone</b>	<b>Falls</b>	<b>Hill</b>	<b>Freestone</b>	<b>Bosque</b>	<b>Grand Total</b>
Dialysis	242	48	243	102	10	645
Work	206	230	148	20	11	615
Medical	160	51	137	41	12	401
Education		281			26	307
Mhmr	61	104	40	3	20	228
Shopping	89	6	47	48	2	192
Personal	94	7	29	11	26	167
Foster Grandparents	40					40
Recreation	36			2		38
Veteran	26					26
Parole	4	4				8
<b>Grand Total</b>	<b>958</b>	<b>731</b>	<b>644</b>	<b>227</b>	<b>107</b>	<b>2667</b>

Thank you for reviewing the Health and Human Services monthly activities.



Donnis Cowan  
 Director of Health and Human Services  
*a division of the Heart of Texas Council of Governments*



Law Enforcement Training Attendees by Agency

Course	Date	Agency	Attendees	Total		
Basic Instructor	11/6-10/2023					
			TDJC	1		
			Bosque County Sheriff's Office	4		
			Meridian PD	1		
		240			6	
Basic Instructor	11/13/17					
			Waco PD	4		
			DPD	1		
		240	Lorena PD	1	6	
Crisis Intervention Training	11/13-17/2023					
			McLennan CO Const. Pct 2	2		
			Fairfield PD	2		
			Killeen PD	1		
			Travis CO Const.	1		
			Limestone Co SO	1		
			Private	3		
			Waco PD	2		
		480			12	
		De Escalation	1/18/24			
					Woodway	6
					Travis CO Const.	1
	Private			3		
	Waco PD			1		
88			11			
NCIC/TCIC	2/6-8/2024					
			Hill County Sheriff's Office	10		
			Horseshoe Bay	1		
			Attorney General Office	1		
			Somervell Co SO	1		
			Bosque Co SO	6		
			Hubbard PD	1		
			Leander PD	1		
			Lacy Lakeview PD	1		

Law Enforcement Training Attendees by Agency

		Erath County SO		1
		Corsicana PD		1
		Hillsboro PD		1
		McLennan CO SO		3
		Kosse PD		1
		Stephenville		1
		DPS		1
		Caldwell PD		1
		Washington County SO		4
	864			36
Intermediate Crime Scene			3/11-15/2024	
		Hill Co SO		2
		Waco PD		5
		McLennan Co SO		1
		Private		2
		Bellmead PD		1
		Franklin PD		1
		Temple PD		1
		Travis Co Const.		1
		Crawford PD		1
	600			15
Basic Instructor			3/4-8/2024	
		McLennan County SO		2
		Woodway PSD		3
		Bellmead PD		1
		Temple PD		1
		Lacy Lakeview PD		1
	320			8
Mental Health Peace Officer			4/15-19/2024	
		Woodway Public Safety		7
		Robinson PD		3
		Hamilton County		1
	440			11



