## BOARD OF DIRECTORS

### Content

**Member Handbook**

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## 2019 Member Roster

### COUNTIES

<table>
<thead>
<tr>
<th>COUNTY</th>
<th>PRIMARY MEMBERS</th>
<th>ALTERNATES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Austin</td>
<td>Judge Tim Lapham</td>
<td>Commissioner Randy Reichardt</td>
</tr>
<tr>
<td>Brazoria</td>
<td>Commissioner Stacy Adams</td>
<td>Commissioner Ryan Cade</td>
</tr>
<tr>
<td>Chambers</td>
<td>Commissioner Gary Nelson</td>
<td>Commissioner Billy Combs</td>
</tr>
<tr>
<td>Colorado</td>
<td>Judge Ty Prause</td>
<td>Commissioner Darrell Gertson</td>
</tr>
<tr>
<td>Fort Bend</td>
<td>Commissioner Andy Meyers</td>
<td>Judge K. P. George</td>
</tr>
<tr>
<td>Galveston</td>
<td>Judge Mark Henry</td>
<td>Commissioner Joseph Giusti</td>
</tr>
<tr>
<td>Harris</td>
<td>Commissioner Adrian Garcia</td>
<td>Commissioner Rodney Ellis</td>
</tr>
<tr>
<td>Liberty</td>
<td>Judge Jay Knight</td>
<td>Commissioner Bruce Kurbowski</td>
</tr>
<tr>
<td>Matagorda</td>
<td>Judge Nate McDonald</td>
<td>Commissioner Kent Pollard</td>
</tr>
<tr>
<td>Montgomery</td>
<td>Commissioner Charlie Riley</td>
<td>Judge Mark L. Keough</td>
</tr>
<tr>
<td>Walker</td>
<td>Commissioner Jimmy Henry</td>
<td>Judge Danny Pierce</td>
</tr>
<tr>
<td>Waller</td>
<td>Judge Trey Duhon</td>
<td>Commissioner Justin Beckendorff</td>
</tr>
<tr>
<td>Wharton</td>
<td>Judge Phillip Spenrath</td>
<td>Commissioner Chris King</td>
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### CITIES

<table>
<thead>
<tr>
<th>CITY</th>
<th>PRIMARY MEMBERS</th>
<th>ALTERNATES</th>
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<tbody>
<tr>
<td>Baytown</td>
<td>Council Member Charles Johnson</td>
<td>Council Member Chris Presley</td>
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<tr>
<td>Conroe</td>
<td>Council Member Jody Czajkoski</td>
<td>Council Member Duke Coon</td>
</tr>
<tr>
<td>Deer Park</td>
<td>Council Member William “Bill” Patterson</td>
<td>Council Member Tommy Ginn</td>
</tr>
<tr>
<td>Friendswood</td>
<td>Council Member Sally Branson</td>
<td>Mayor Mike Foreman</td>
</tr>
<tr>
<td>Galveston</td>
<td>Mayor Jim Yarbrough</td>
<td>Council Member Craig Brown</td>
</tr>
<tr>
<td>Houston</td>
<td>Council Member Greg Travis</td>
<td>Council Member Robert Gallegos</td>
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<tr>
<td></td>
<td>Vice Mayor Pro-Tem Jerry Davis</td>
<td>Council Member Martha Castex-Tatum</td>
</tr>
<tr>
<td>Huntsville</td>
<td>Mayor Andy Brauninger</td>
<td>Council Member Joe Emmett</td>
</tr>
<tr>
<td>La Porte</td>
<td>Council Member Chuck Engelken, Jr.</td>
<td>Council Member Bill Bentley</td>
</tr>
<tr>
<td>Lake Jackson</td>
<td>Council Member Ralph Buster Buell</td>
<td>Mayor Bob Sipple</td>
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<tr>
<td>League City</td>
<td>Mayor Pat Hallisey</td>
<td>Council Member Larry Millican</td>
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<td>Missouri City</td>
<td>Council Member Floyd Emery</td>
<td>Council Member Chris Preston</td>
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<td>Pasadena</td>
<td>Council Member Cary Bass</td>
<td>Council Member Phil Cayten</td>
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<tr>
<td>Pearland</td>
<td>Mayor Tom Reid</td>
<td>Council Member Gary Moore</td>
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<tr>
<td>Rosenberg</td>
<td>Mayor William Benton</td>
<td>Councilor Amanda Barta</td>
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<tr>
<td>Sugar Land</td>
<td>Mayor Joe Zimmerman</td>
<td>Council Member Naushaud Kermally</td>
</tr>
<tr>
<td>Texas City</td>
<td>Commissioner Phil Roberts</td>
<td>Commissioner Jami Clark</td>
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<td>HOME RULE CITIES</td>
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<tr>
<td></td>
<td>Council Member William King, III (Dickinson)</td>
<td>Council Member Cecil Willis (Stafford)</td>
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<tr>
<td></td>
<td>Council Member Trisha Pollard (Bellaire)</td>
<td>Council Member Adam Arendell (Alvin)</td>
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<th>GENERAL LAW CITIES</th>
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<tr>
<td></td>
<td>Council Member Nancy Arnold (Waller)</td>
<td>Council Member Susan Schwartz (Bunker Hill Village)</td>
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<td>Mayor Joe Garcia (Pattison)</td>
<td>Vacant</td>
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<th>IND. SCHOOL DISTS.</th>
<th>PRIMARY MEMBERS</th>
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<tr>
<td></td>
<td>Trustee Rissie Owens (Huntsville ISD)</td>
<td>Trustee Jennifer Key (Alief ISD)</td>
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<tr>
<th>H-GAC OFFICES</th>
<th>ELECTED OFFICERS</th>
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<tr>
<td>Chair</td>
<td>County Commissioner Stacy Adams of Brazoria County</td>
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<tr>
<td>Chair Elect</td>
<td>Council Member Nancy Arnold of City of Waller</td>
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<tr>
<td>Vice Chair</td>
<td>County Commissioner Phillip Spenrath of Wharton County</td>
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<table>
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<tr>
<th>H-GAC KEY EMPLOYEES</th>
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<tbody>
<tr>
<td>Chuck Wemple, Executive Director</td>
</tr>
<tr>
<td>Nancy Haussler, Chief Financial Officer</td>
</tr>
<tr>
<td>Rick Guerrero, Director of Intergovernmental Relations</td>
</tr>
<tr>
<td>Charles Hill, Director of Internal Audit</td>
</tr>
<tr>
<td>Jeff Taebel, Director of Community and Environmental Planning</td>
</tr>
<tr>
<td>Tanya Nguyen, Director of Data Services</td>
</tr>
<tr>
<td>Mike Temple, Director of Human Services</td>
</tr>
<tr>
<td>Alan Clark, Director of Transportation Planning</td>
</tr>
<tr>
<td>Meagan Coughlin, Director of Communications</td>
</tr>
</tbody>
</table>
H-GAC BOARD OF DIRECTORS

2019 Calendar of Meetings

H-GAC Board of Directors Meetings

Time
Meetings begin at 10:00 a.m.

Location
Houston-Galveston Area Council
3555 Timmons Lane
Second Floor, Conference Room B
Houston, TX 77027

Dates
Meetings are held the third Tuesday of each month, dates are as follows:

- January 15
- February 19
- March 19
- April 16
- May 21
- June 18
- July 16
- August 20
- September 17
- October 15
- November 19
- December 17

H-GAC will provide reasonable accommodations for persons attending H-GAC functions. Requests from persons needing special accommodations should be received by H-GAC staff 24 hours prior to a function. Board meetings are conducted in English and requests for language interpreters or other special communication needs should be made at least two working days prior to a function. Please call (713) 627-3200 for assistance.
## 2019 Budget and Service Plan Summary

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<tr>
<th>Category</th>
<th>Amount</th>
<th>Percentage</th>
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<tr>
<td><strong>UNIFIED BUDGET</strong></td>
<td>$365,056,867</td>
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<tr>
<td>Increase</td>
<td>3.98%</td>
<td>13,972,508</td>
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<tr>
<td><strong>PASS-THROUGH FUNDS</strong></td>
<td>$325,946,962</td>
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<tr>
<td>Increase</td>
<td>5.01%</td>
<td>15,549,193</td>
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<td><strong>OPERATIONS</strong></td>
<td>$39,109,905</td>
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<tr>
<td>Decrease</td>
<td>3.88%</td>
<td>1,576,685</td>
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<tr>
<td><strong>INCREASES</strong></td>
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<tr>
<td>Workforce</td>
<td>$15,761,542</td>
<td>5.52%</td>
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<tr>
<td>Aging</td>
<td>$131,936</td>
<td>1.29%</td>
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<td>Public Services</td>
<td>$267,670</td>
<td>4.48%</td>
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<tr>
<td>Transportation</td>
<td>$10,975,482</td>
<td>54.35%</td>
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<td>Local Activities</td>
<td>$22,797</td>
<td>20.55%</td>
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<tr>
<td>Capital Expenditures</td>
<td>$1,555,200</td>
<td>600.93%</td>
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<tr>
<td><strong>DECREASES</strong></td>
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<tr>
<td>Community &amp; Environmental</td>
<td>$13,518,736</td>
<td>58.21%</td>
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<td>Data Services</td>
<td>$1,223,381</td>
<td>22.43%</td>
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<td><strong>EMPLOYEE BENEFITS</strong></td>
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<td>Released Time</td>
<td>$2,215,022</td>
<td>14.2%</td>
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<tr>
<td>Insurance, Retirement and Social Security</td>
<td>$5,190,084</td>
<td>33.2%</td>
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<td>Prior Year Carry Forward</td>
<td>$50,500</td>
<td>0.23%</td>
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<td><strong>TOTAL BENEFITS &amp; RELEASED TIME</strong></td>
<td>$7,455,606</td>
<td>47.63%</td>
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</table>
H-GAC BOARD OF DIRECTORS

Fast Facts

What We Are
Regional, voluntary association of local governments serving the thirteen county Gulf Coast planning region.

Mission
To make a difference in the quality of life in the H-GAC region by: promoting long-term thinking; anticipating emerging problems and opportunities and bringing them to the attention of the region’s citizens and leaders; creating effective plans and programs to address priority issues.

Structure
Political subdivision of the State of Texas.
- Policy set by 36 member Board of Directors
  - 21 City Members
  - 14 County Members
  - 1 ISD Member

Finance
Budget and Service Plan adopted by Board annually
- Fund Sources
  - Local
  - State
  - Federal

Major Programs and Services
- Community and Environmental Planning
- Transportation Planning
- Workforce
- Area Agency on Aging
- Public Safety
- Cooperative Purchasing

Staff
249 authorized positions
- Executive Director
  Chuck Wemple
  (713) 993-4514
  charles.wemple@h-gac.com
- Chief Financial Officer
  Nancy Haussler
  (713) 993-4510
  nancy.haussler@h-gac.com
- Intergovernmental Relations Director
  Rick Guerrero
  (713) 993-4598
  rick.guerrero@h-gac.com

Social Media
- @HouGalvAreaCog
- @HouGalvAreaCog
- @HouGalvAreaCog
- @HouGalvAreaCog
- @Houston-Galveston-Area-Council
1. **What is the Houston-Galveston Area Council?**
   The Houston-Galveston Area Council is the region-wide voluntary association of local governments in the 13-county Gulf Coast planning region of Texas. Its service area is 12,500 square miles and contains more than 7 million people.

2. **What geographic area does H-GAC cover?**
   - H-GAC covers thirteen counties: Austin, Brazoria, Chambers, Colorado, Fort Bend, Galveston, Harris, Liberty, Matagorda, Montgomery, Waller, Walker, and Wharton.
   - The Area Agency on Aging (AAA) covers twelve of those counties, excluding Harris County.
   - The Metropolitan Planning Organization (MPO) covers eight counties: Brazoria, Chambers, Fort Bend, Galveston, Harris, Liberty, Montgomery, and Waller.

3. **Who sets the direction, policies, and priorities for H-GAC?**
   The Board of Directors sets the direction, policies, and priorities for H-GAC.

4. **How big is H-GAC’s budget and where does the money come from?**
   H-GAC’s unified budget stands at more than $365 million. Most of the money comes from a variety of grants and contracts with state and federal agencies and the majority of that money is passed through to local governments. Some revenue is generated through member dues, interest income, interlocal contracts, data sales, state planning grants, and other fees.

5. **How does H-GAC select its vendors, contractors, and consultants?**
   H-GAC uses bids, RFPs and RFQs to select vendors, contractors, and consultants in accordance with state and federal laws.

6. **What does the H-GAC staff do?**
   H-GAC staff keeps the many programs running in an orderly fashion and responds to requests from local governments as needed.

7. **What are H-GAC’s major activities?**
   - Community and Environmental Planning
   - Transportation Planning
   - Workforce
   - Area Agency on Aging
   - Public Safety and Security
   - Cooperative Purchasing
8. **What are H-GAC’s major service programs for our region?**

- **Community and Economic Development**
  - Community Enhancement Grants
  - Economic Development District
  - Hazard Mitigation Planning
  - Regional Disaster Housing Coordination
  - Disaster Recovery Planning
  - Small Business Loans

- **Livable Communities**
  - Livable Centers
  - Parks and Natural Areas
  - Pedestrian/Bicyclist Transportation
  - Urban Forestry

- **Socioeconomic Modeling**
  - Population Forecasting

- **Solid Waste**
  - Environmental Enforcement
  - Solid Waste Management
  - Storm Debris
  - Waste Facilities
  - Waste Management and Minimization

- **Water Resources**
  - Clean Rivers Program
  - Clean Waters Initiative
  - Regional Flood Management Council
  - Texas Stream Team
  - Total Maximum Daily Load
  - Water Quality Management
  - Watershed Protection Plans

- **GIS**
  - Aerial Imagery
  - LiDAR (Light Detection and Ranging)
  - STAR*Map (Southeast Texas Addressing and Referencing Map)

- **Human Services**
  - Area Agency on Aging
  - Workforce Solutions

- **Cooperative Purchasing**
  - HGACBuy
  - H-GAC Energy Purchasing Corporation
Public Safety and Security
- 9-1-1 and Regional Emergency Communications Planning
- Criminal Justice Planning
- Homeland Security Planning
- Regional Law Enforcement Training

Air Quality Programs
- Air Quality Planning
- Area Emission Reduction Credit Organization
- Clean Cities

Transportation Planning
- Regional Transportation Plan
- Transportation Improvement Program
- Transportation Safety Planning

9. **What is the role of advisory and technical committees?**
Advisory committees are created by the Board of Directors to provide information and advice in various program areas. These are the currently active advisory committees:

- Aging Programs Advisory Committee
- Clean Rivers Program Steering Committee
- Criminal Justice Advisory Committee
- Natural Resources Advisory Committee
- Regional Air Quality Planning Advisory Committee
- Regional Flood Management Council
- Regional Homeland Security Coordinating Council
- Solid Waste Management Committee

10. **Are there any subsidiary or related organizations?**
The following are all separately incorporated entities with boards appointed by H-GAC and for which H-GAC provides management.

- Area Emission Credit Reduction Organization
- Corporation for Regional Excellence
- Energy Purchasing Corporation
- Gulf Coast Economic Development District
- Gulf Coast Workforce Board
- Houston-Galveston Area Local Development Corporation
- Technical Advisory Committee—reports to Transportation Policy Council
- Transportation Policy Council
11. **Does H-GAC provide money to local governments?**

   H-GAC passes through approximately 89% of its unified budget to local governments and organizations. Most of these funds require an application and expenditure is restricted by guidelines established by the agency providing the funds.

12. **H-GAC is active in transportation. Can H-GAC help identify funding for my local transportation needs?**

   The transportation department can help identify transportation funding within the eight counties that it serves: Brazoria, Chambers, Fort Bend, Galveston, Harris, Liberty, Montgomery, and Waller. Projects need to be submitted for inclusion in the Transportation Improvement Program (TIP) in order to be considered by the Transportation Policy Council.

13. **Will H-GAC help my local government with challenges or opportunities?**

   H-GAC is ready to assist local governments with any challenges that may arise and provides information regarding opportunities that provide a benefit to local governments.

14. **How can I find out more about H-GAC, or a specific service?**

   Visit our website at h-gac.com.
## BOARD OF DIRECTORS

### Program Staff Contacts

<table>
<thead>
<tr>
<th>PROGRAM AREA</th>
<th>STAFF CONTACT</th>
<th>DIRECT NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td>9-1-1</td>
<td>Kim Ward</td>
<td>(713) 993-2459</td>
</tr>
<tr>
<td>Aerial Imagery</td>
<td>Brooks Andrews</td>
<td>(713) 993-4519</td>
</tr>
<tr>
<td>Aging/Senior Citizens</td>
<td>Curtis Cooper</td>
<td>(713) 993-4534</td>
</tr>
<tr>
<td>Air Quality</td>
<td>Sandra Holliday</td>
<td>(713) 499-6671</td>
</tr>
<tr>
<td>Air Quality – Conformity Analysis</td>
<td>Graciela Lubertino</td>
<td>(713) 993-4582</td>
</tr>
<tr>
<td>Area Emission Reduction Credit Organization</td>
<td>Sandra Holliday</td>
<td>(713) 499-6671</td>
</tr>
<tr>
<td>Bike Byways/Trails</td>
<td>Clint McManus</td>
<td>(832) 681-2513</td>
</tr>
<tr>
<td>Census Information</td>
<td>Brooks Andrews</td>
<td>(713) 993-4519</td>
</tr>
<tr>
<td>Clean Cities Program</td>
<td>Sandra Holliday</td>
<td>(713) 499-6671</td>
</tr>
<tr>
<td>Clean Rivers Programs</td>
<td>Todd Running</td>
<td>(713) 993-4549</td>
</tr>
<tr>
<td>Communications and Outreach</td>
<td>Meagan Coughlin</td>
<td>(713) 993-4504</td>
</tr>
<tr>
<td>Commute Solutions</td>
<td>Veronica Baxter-Lamb</td>
<td>(713) 993-4573</td>
</tr>
<tr>
<td>Comprehensive Planning</td>
<td>Jeff Taebel</td>
<td>(713) 993-4560</td>
</tr>
<tr>
<td>Congestion Management</td>
<td>Stephen Gage</td>
<td>(713) 499-6692</td>
</tr>
<tr>
<td>Cooperative Purchasing – HGACBuy</td>
<td>Ronnie Barnes</td>
<td>(713) 499-6665</td>
</tr>
<tr>
<td>Cooperative Purchasing – Interlocal Agreements</td>
<td>Gwen Norman</td>
<td>(713) 993-2420</td>
</tr>
<tr>
<td>Crime Prevention/Crime Stoppers</td>
<td>Madeline McGallion</td>
<td>(713) 993-2427</td>
</tr>
<tr>
<td>Crime Victim Programs</td>
<td>Breann Stewart</td>
<td>(713) 681-2515</td>
</tr>
<tr>
<td>Criminal Justice</td>
<td>Larry Smith</td>
<td>(713) 993-2455</td>
</tr>
<tr>
<td>Disaster Recovery</td>
<td>Jeff Taebel</td>
<td>(713) 993-4560</td>
</tr>
<tr>
<td>Economic Development</td>
<td>Joshua Owens</td>
<td>(832) 681-2613</td>
</tr>
<tr>
<td>Electronic Recycling</td>
<td>Erin Livingston</td>
<td>(832) 681-2525</td>
</tr>
<tr>
<td>Emergency Communications</td>
<td>Kim Ward</td>
<td>(713) 993-2459</td>
</tr>
<tr>
<td>Emergency Preparedness</td>
<td>Madeline McGallion</td>
<td>(713) 993-2427</td>
</tr>
<tr>
<td>Employment Data</td>
<td>Pramod Sambidi</td>
<td>(713) 993-2451</td>
</tr>
<tr>
<td>Evacuation Planning</td>
<td>Stephan Gage</td>
<td>(713) 499-6692</td>
</tr>
<tr>
<td>Floodplains/Flooding</td>
<td>Cheryl Mergo</td>
<td>(713) 993-4520</td>
</tr>
<tr>
<td>Forecast – Population and Employment</td>
<td>Pramod Sambidi</td>
<td>(713) 993-2451</td>
</tr>
<tr>
<td>Freight and Goods Movement</td>
<td>Allie Isbell</td>
<td>(713) 993-2411</td>
</tr>
<tr>
<td>Geographic Data Workgroup</td>
<td>Brooks Andrews</td>
<td>(713) 993-4519</td>
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<td>PROGRAM AREA</td>
<td>STAFF CONTACT</td>
<td>DIRECT NUMBER</td>
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<tr>
<td>Geographic Information Systems - GIS</td>
<td>Brooks Andrews</td>
<td>(713) 993-4519</td>
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<tr>
<td>Gulf Coast Economic Development District</td>
<td>Joshua Owens</td>
<td>(832) 681-2613</td>
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<tr>
<td>Hazard Mitigation Plans</td>
<td>Joanna Kasper</td>
<td>(713) 993-4547</td>
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<tr>
<td>Homeland Security Planning/Grants</td>
<td>Justin Riley</td>
<td>(823) 681-2548</td>
</tr>
<tr>
<td>Household Hazardous Waste</td>
<td>Erin Livingston</td>
<td>(832) 681-2525</td>
</tr>
<tr>
<td>Juvenile Delinquency Prevention</td>
<td>Breann Stewart</td>
<td>(713) 681-2515</td>
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<tr>
<td>Land Use Data</td>
<td>Sungmin Lee</td>
<td>(832) 681-2561</td>
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<td>Landfills</td>
<td>Erin Livingston</td>
<td>(832) 681-2525</td>
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<tr>
<td>Law Enforcement Training</td>
<td>Larry Smith</td>
<td>(713) 993-2455</td>
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<tr>
<td>Livable Centers</td>
<td>Cheryl Mergo</td>
<td>(713) 993-4520</td>
</tr>
<tr>
<td>Newly Elected Officials Workshop</td>
<td>Cynthia Jones</td>
<td>(713) 993-4591</td>
</tr>
<tr>
<td>Ombudsman Program/Nursing Homes</td>
<td>Lisa Hayes</td>
<td>(713) 993-4562</td>
</tr>
<tr>
<td>Parks</td>
<td>Cheryl Mergo</td>
<td>(713) 993-4520</td>
</tr>
<tr>
<td>PlanSource</td>
<td>Jeff Taebel</td>
<td>(713) 993-4560</td>
</tr>
<tr>
<td>Plans and Projects Review</td>
<td>Rick Guerrero</td>
<td>(713) 993-4598</td>
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<td>Public Safety Answering Points</td>
<td>Kim Ward</td>
<td>(713) 993-2459</td>
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<td>Public Transportation</td>
<td>Kari Hackett</td>
<td>(713) 993-4576</td>
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<td>Rail Studies</td>
<td>Allie Isbell</td>
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<td>Recycling</td>
<td>Erin Livingston</td>
<td>(832) 681-2525</td>
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<td>Regional Economic Data</td>
<td>Pramod Sambidi</td>
<td>(713) 993-2451</td>
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<td>Regional Transportation Plan</td>
<td>Vishu Lingala</td>
<td>(713) 993-4561</td>
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<td>Safety Council</td>
<td>Stephan Gage</td>
<td>(713) 499-6692</td>
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<td>Small Business Loans</td>
<td>Omar Fortune</td>
<td>(713) 993-2409</td>
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<td>Solid Waste</td>
<td>Cheryl Mergo</td>
<td>(713) 993-4520</td>
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<td>Star*Map</td>
<td>Brooks Andrews</td>
<td>(713) 993-4519</td>
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<td>Transportation Technical Advisory Committee</td>
<td>Patrick Mandapaka</td>
<td>(713) 993-4513</td>
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<td>Transportation Control Measures</td>
<td>Graciela Lubertino</td>
<td>(713) 993-4582</td>
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<td>Transportation Improvement Program</td>
<td>Adam Beckom</td>
<td>(713) 993-4567</td>
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<td>Transportation Policy Council</td>
<td>Alan Clark</td>
<td>(713) 993-4585</td>
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<td>Travel Demand Modeling</td>
<td>Chris Van Slyke</td>
<td>(713) 993-4574</td>
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<td>Vanpool Program</td>
<td>Veronica Baxter-Lamb</td>
<td>(713) 993-4573</td>
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<td>Water Quality/Storm Water/Wastewater</td>
<td>Todd Running</td>
<td>(713) 993-4549</td>
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<td>Workforce Data</td>
<td>Parker Harvey</td>
<td>(713) 993-2462</td>
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<td>Workforce Solutions</td>
<td>Mike Temple</td>
<td>(713) 993-4524</td>
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Communications and Outreach

Meagan Coughlin, APR, Director
(713) 993-4504
meagan.coughlin@h-gac.com

H-GAC’s communications and outreach department develops and manages H-GAC’s intra-agency communication strategies, design service solutions, and target audience objectives:

Communications & Public Relations
- Strategic Communications Planning
- Develop Communication Plans
- Branding and Identity
- Target Audience and Message Development
- Campaign Development, Implementation, Management, and Evaluation
- Content Development and Editorial Support
- Research and Surveys
- News Releases and Media Relations
- Communication Metrics and Outcomes

Digital & Creative Services
- Graphic Design
- Reports, Publications, Fact Sheets, Flyers, and Brochures
- Social Media
- Digital Advertising
- Email Marketing
- Photography
- Website Content
- E-newsletter
- Video Production
- Presentations

Public Outreach & Involvement
- Develop Public Outreach Plans
- Grassroots Outreach and Community Relations
- Environmental Justice Outreach
- Public Meeting Coordination and Implementation
Community and Environmental

Jeff Taebel, Director
(713) 993-4560
jeff.taebel@h-gac.com

H-GAC’s community and environmental planning department improves the quality of life in the H-GAC region by planning for orderly growth, encouraging economic development, guiding local and regional planning to maintain and enhance the region’s natural environment. Programs include:

Community and Economic Development
H-GAC supports a broad spectrum of community and economic development programs that oversee federal and state grant programs to address waste water and drinking water grants in rural communities and small cities, downtown revitalization, and community beautification projects.

- Community Enhancement Grants
- Economic Development District
- Hazard Mitigation Planning
- Regional Disaster Housing Coordination
- Disaster Recovery Planning
- Small Business Loans

Livable Communities
Livable communities programs strive to establish a high quality of life through creation of livable centers, pedestrian and bicyclist improvements, urban forestry, parks and open spaces, and community enhancement grants.

- Green Schools
- Livable Centers
- Parks and Natural Areas
- Pedestrian/Bicyclist Transportation
- Urban Forestry

Socioeconomic Modeling
We collect and analyze socioeconomic data. Analytical products are socioeconomic forecasts.

- 8 County Population Forecast
  The 8 County Forecast projects future population and job growth in the eight more urban counties of the H-GAC region: Brazoria, Chambers, Fort Bend, Galveston, Harris, Liberty, Montgomery, and Waller. Its primary purpose is to support regional transportation planning. H-GAC also uses the forecast for other long range planning purposes.

- 5 County Population Forecast
  The 5 County Forecast covers the five more rural counties in the region: Austin, Colorado, Matagorda, Walker, Wharton. The primary purpose of this forecast is to support H-GAC’s long range planning efforts.
Solid Waste
H-GAC is the state-designated planning agency for solid waste management issues in the region. The H-GAC Solid Waste Program reviews applications for landfill permits and solid waste grants. H-GAC provides technical assistance to local governments on solid waste issues, as well as continuing education opportunities for local governments and solid waste professionals.

- Environmental Enforcement
- Solid Waste Management
- Storm Debris
- Waste Facilities
- Waste Management and Minimization

Water Resources
H-GAC has several water resources programs and initiatives in cooperation with local communities, state, and federal agencies. Activities range from identifying and resolving water quality issues, providing data and technical assistance, public outreach activities, and volunteer opportunities.

- Clean Rivers Program
- Clean Waters Initiative
- Regional Flood Management Council
- Texas Stream Team
- Total Maximum Daily Load
- Water Quality Management
- Watershed Protection Plans
Data Services

Tanya Nguyen, Director
(713) 993-4569
tanya.nguyen@h-gac.com

H-GAC’s data services department manages H-GAC’s information technology services including the agency and geographic information system. In this capacity it also provides support for:

- Workforce Solutions system—area-wide internet services for career centers.
- Mapping services—cooperative acquisition of aerial imagery and LiDAR high resolution images.
- STAR*Map—regional base map used by agencies throughout the region for planning and public service delivery.
- 9-1-1 emergency communications—geographic information system used by public safety answering points.
Human Services

Mike Temple, Director
(713) 993-4524
mike.temple@h-gac.com

H-GAC’s human services department provides services primarily to individuals throughout the region.

- Area Agency on Aging
- Workforce Solutions

Area Agency on Aging
H-GAC’s Area Agency on Aging manages the Older Americans Act and other state funded programs such as congregate and home-delivered meals, homemaker or housekeeping services, transportation, respite care, information and assistance, legal and benefits counseling, case management, personal care, emergency response, residential repair, nutrition education, ombudsman advocacy, and elder abuse awareness in all counties in the region except Harris.

Workforce Solutions
Workforce Solutions provides comprehensive human resource services for businesses and residents of the 13-county region. Workforce Solutions helps employers solve workforce-related business problems and helps area residents build careers, so that both can better compete in the changing worldwide economy. Services are provided at 27 career centers located throughout the region.
Public Services

Ronnie Barnes, Director
(713) 499-6665
ronnie.barnes@h-gac.com

H-GAC’s public services department encompasses two major program areas offering products and services to local governments:

Cooperative Purchasing
- HGACBuy assists its members by executing competitively priced contracts for goods and services commonly used by local governments.
- H-GAC Energy Purchasing Corporation provides competitive purchasing of electricity for its local government members through pre-negotiated contracts.

Houston-Galveston Area Local Development Corporation
- SBA 504 Loan Program Loans—offer lower, fixed interest rates and 20-year repayment terms. Projects include fixed assets and typically range from $500,000 up to $10 million.
- Business Loan Fund—offers loans with 10-year repayment terms for real estate, construction, equipment, and working capital with a minimum interest rate of 4%. Projects typically range from $100,000 to $300,000.

Public Safety and Security
- Criminal Justice Planning—reviewing and recommending funding priorities for grants to local organizations for criminal justice, juvenile justice, and victim assistance projects.
- Homeland Security Planning—funding recommendations and plans to provide for the region’s security.
- Regional Law Enforcement Training—funding for local law enforcement academies to provide basic and in-service training for local peace officers.
Transportation

Alan Clark, Director
(713) 993-4585
alan.clark@h-gac.com

H-GAC is the metropolitan planning organization for transportation planning in the eight-county Houston-Galveston area including Brazoria, Chambers, Fort Bend, Galveston, Harris, Liberty, Montgomery, and Waller counties. H-GAC’s Transportation Policy Council approves the Regional Transportation Plan and Transportation Improvement Program.

Air Quality Programs
H-GAC’s transportation department assists the region’s efforts to attain the federal Clean Air Act air quality standards.

- Area Emission Reduction Credit Organization—promotes clean air projects with an economic benefit, including clean school bus projects.
- Clean Cities/Clean Vehicles—grants and loans to purchase cleaner vehicles or retrofit existing vehicles with cleaner technology.
- Commute Solutions—programs that reduce congestion and vehicle emissions such as vanpools, ride-sharing, and telework.
- Air Quality Planning—studies that enable the region to continue to meet air quality standards while maintaining regional mobility.

Regional Transportation Plan
The Regional Transportation Plan (RTP) identifies highway, transit, and other transportation projects needed to keep up with expected population growth in the Houston-Galveston region through the next thirty years.

Transportation Improvement Program
The Transportation Improvement Program (TIP) is a comprehensive listing of transportation projects approved for funding and implementation within a four-year period. Projects selected for the TIP are priorities for the region in all transportation areas including transit, roadway and highways, bicycle and pedestrian, preventive maintenance, rehabilitation, and transportation operations.

Transportation Safety Planning
The aim of the Transportation Safety Program is to improve traffic safety throughout the eight-county metropolitan planning organization region. The Transportation Safety Program has three goals: identify and monitor safety issues; implement roadway safety improvements at hazardous locations; and, support the safety efforts of other community organizations and agencies.

Other Planning Initiatives
H-GAC also promotes improved mobility by conducting special studies. These include access management studies that identify low cost mobility improvement, goods movement studies, local and regional transit studies, and projects that address orderly evacuation in the event of a hurricane or other disaster.
Overview
Chuck Wemple, Executive Director
(713) 993-4514
charles.wemple@h-gac.com

The Corporation for Regional Excellence is the non-profit arm of the Houston-Galveston Area Council. The Corporation provides financial support to enhance the programs and services of H-GAC and local governments in the H-GAC region. The Corporation is a 501(c)(3) organization, and may receive contributions from public and private organizations as well as individuals.

Local governments wishing to utilize the Corporation can make an application for an account by letter. The application should include:
- applicant name
- activities or projects
- area to be served
- signature of authorizing official

The applicant is responsible for obtaining contributions and directing them to the Corporation for Regional Excellence. Funds donated on behalf of the applicant will be distributed according to the applicant’s instructions.

Priority funding areas for the Corporation are child care, workforce development, senior services, regional transportation planning, environmental planning, health care and emergency medical services, public safety and emergency preparedness, and other programs that promote regional cooperation and the region’s quality of life including flood control, economic development, geographic information systems and other regional issues.

Service Area
Serving local governments in the 13 county region.

Funds Submittal
Checks made to the Corporation for Regional Excellence should be mailed to:
H-GAC Corporation for Regional Excellence
P.O. Box 22777
Houston, TX 77227-2777
Advisory Committees

- Aging Programs Advisory Committee
- Clean Rivers Program Steering Committee
- Criminal Justice Advisory Committee
- Natural Resources Advisory Committee
- Regional Air Quality Planning Advisory Committee
- Regional Flood Management Council
- Regional Homeland Security Coordinating Council
- Solid Waste Management Committee

Affiliate Groups

- Area Emission Reduction Credit Organization
- Corporation for Regional Excellence
- Energy Purchasing Corporation
- Geographic Data Workgroup
- Gulf Coast Economic Development District
- Gulf Coast Workforce Board
- Houston-Galveston Area Local Development Corporation
- Transportation Policy Council
Aging Programs Advisory Committee

Staff Contact
Curtis Cooper, Manager Area Agency on Aging
(713) 993-4534
curtis.cooper@h-gac.com

Purpose
Advise H-GAC Board of Directors on needs, services, and programs for older citizens in 12 H-GAC counties (all but Harris).

Nominations Accepted From
H-GAC Board; other interested parties can nominate at-large members.

Membership Requirements
31 members as follows:

- Each H-GAC Board member in the 12-county area may make one appointment.
- The Board also appoints at-large members.
- The Committee will include the region’s four Silver Haired legislators.

Meeting Frequency
At least six times per year.

Terms
Two Years.
Area Emission Reduction Credit Organization

Staff Contact
Cameron Stawicki, Air Quality Planner
(832) 681-2556
cameron.stawicki@h-gac.com

Purpose
Promotes coexistence of air quality improvement and economic development by generating and trading emission reduction credits, as well as, receiving and disbursing funds from local Supplemental Environmental Projects (SEPs) and donations to the Clean School Bus Program.

Nominations Accepted From
H-GAC Board, other elected officials, interested organizations.

Membership Requirements
18 members appointed by the H-GAC Board of Directors as follows:

- Members shall represent the general public, large industrial sources of emissions, small regulated businesses, and environmental and economic development interests.

- Each county in the non-attainment area shall be represented on the AERCO board.

- Sub-areas within the non-attainment area will be represented in a manner that reflects the relative contribution of each sub-area to total emissions or potential emission reductions.

- At least nine of the members shall represent entities and organizations from Harris County.

Meeting Frequency
When needed, with a minimum of four meetings per year.

Terms
Three Years.
Clean Rivers Program Steering Committee

Staff Contact
Todd Running, Water Resources Program Manager
(713) 993-4549
todd.running@h-gac.com

Purpose
Serves as the primary forum for discussion of various water quality issues raised through the assessment process and advises staff on all administrative matters related to the Clean Rivers Program, including work plan and budget development, monitoring of progress toward project milestones, and review of the draft and final basin reports and other work items.

Nominations Accepted From
Appointed by entities represented on committee.

Membership Requirements
No set requirements. Membership should reflect a balance of public and private interests.

Meeting Frequency
Two to three times per year.

Terms
No term limits.
Corporation for Regional Excellence

Staff Contact
Chuck Wemple, Executive Director
(713) 993-4514
charles.wemple@h-gac.com

Purpose
Provides financial support to enhance the programs and services of H-GAC and local governments in the H-GAC region. The Corporation is a 501(c)(3) organization and may receive contributions from public and private organizations as well as individuals.

Nominations Accepted From
Board Chair.

Membership Requirements
Must be member of H-GAC Board of Directors.

Meeting Frequency
Annually.

Terms
Three Years.
Criminal Justice Advisory Committee

Staff Contact
Madeline McGallion, Public Safety Program Manager
(713) 993-2427
madeline.mcgallion@h-gac.com

Purpose
Advise the Houston-Galveston Area Council Board on law enforcement and criminal justice issues, recommending funding priorities for criminal justice grants and other regional criminal justice issues.

Nominations Accepted From
H-GAC Board and H-GAC staff.

Membership Requirements
Up to 31 primary members, appointed by the H-GAC Board of Directors. Each member should have a designated alternate who is also appointed by the H-GAC Board of Directors. Alternate members should represent the same interest group as his/her primary counterpart. The term of alternates shall be concurrent with the term of his/her counterpart. Member composition must include representatives from law enforcement, prosecution, courts, corrections, juvenile justice, victim services, drug abuse prevention, mental health, and education. This committee must maintain a good mix of representation from all disciplines. No discipline or interest group can have the majority of member representation.

- 1 - Austin County
- 2 - Brazoria County
- 1 - Chambers County
- 1 - Colorado County
- 2 - Fort Bend County
- 2 - Galveston County
- 5 - Harris County
- 1 - Liberty County
- 1 - Matagorda County
- 1 - Walker County
- 1 - Waller County
- 1 - Wharton County
- 5 - City of Houston
- 5 - At Large

Meeting Frequency
At least four times per year.

Terms
Two Years.
Energy Purchasing Corporation

Staff Contact
Gwen Norman, Manager
(713) 993-2420
gwen.norman@h-gac.com

Purpose
Acts as an agent to negotiate the purchase of electricity on behalf of participating political subdivisions.

Nominations Accepted From
Board Chair.

Membership Requirements
Must be member of H-GAC Board of Directors.

Meeting Frequency
At least annually.

Terms
One Year.
Geographic Data Workgroup

Staff Contact
Brooks Andrews, GIS Manager
(713) 993-4519
brooks.andrews@h-gac.com

Purpose
A consortium of regional area geographical data users (primarily GIS - Geographic Information Systems) who are both public and private organizations and are involved in the process of collectively sharing, distributing, and acquiring digital geospatial data.

Nominations Accepted From
Anyone

Membership Requirements
- Commitment to and interest in geospatial data and the advancement of the GIS industry.
- Local, regional, and in rare cases state presence.

Meeting Frequency
Monthly, or as needed.

Terms
No term limits.
Gulf Coast Economic Development District

Staff Contact
Joshua Owens, Senior Planner – Community & Environmental
(832) 681-2613
joshua.owens@h-gac.com

Purpose
Assist and advise elected officials in their decision-making responsibilities by making recommendations on issues related to economic development. Provide oversight to H-GAC’s economic development planning programs in the Gulf Coast planning region.

Nominations Accepted From
H-GAC Board, counties, and cities that have joined and resolved to support the Gulf Coast Economic Development District (GCEDD).

Membership Requirements
28 members approved by the H-GAC Board of Directors as follows:

- Thirty-five percent of the GCEDD Board shall be comprised of (at least one from each) the private sector, executive director of chambers of commerce, economic development corporation, or institution of post secondary education, workforce development groups or labor groups primary members appointed by H GAC.

- A simple majority of the GCEDD shall be elected officials and/or employees of governments from each county represented on the H-GAC Board and the cities of Houston, Baytown, Pasadena, Galveston, and Texas City.

Meeting Frequency
Quarterly.

Terms
Two Years.
Gulf Coast Workforce Board

Staff Contact
Mike Temple, Human Services Director
(713) 993-4524
mike.temple@h-gac.com

Purpose
To provide policy guidance, planning, oversight, and evaluation for the Gulf Coast region’s public workforce system.

Nominations Accepted From
- Private sector business representatives must be nominated by general purpose local business organizations, such as chambers of commerce.
- Education, labor, community-based organizations, economic development, literacy, veterans, and early education and care representatives nominated by interested organizations.
- Representatives of the employment service, the vocational rehabilitation system, and the welfare system nominated by respective state agencies.
- Each of the 13 county judges and the mayor of the City of Houston appoint members representing his or her respective jurisdiction. H-GAC Board of Directors confirms.

Membership Requirements
37-67 members distributed as follows:
- 1 - Each county with population under 100,000
- 2 - Each county with population between 100,000 and 200,000
- 3 - Each county with population between 200,000 and 1,000,000
- 18 - Each county with population over 1,000,000
- 24 - Each city with population over 1,000,000
- 3 - Each regional office of state agencies

The Texas Workforce Commission must approve all appointments.

Meeting Frequency
First Tuesday of every other month.

Terms
Two Years.
Houston-Galveston Area Local Development Corporation

Staff Contact
Omar Fortune, Manager
(713) 993-2409
omar.fortune@h-gac.com

Purpose
To implement Small Business Administration Section 504 loan program. This program makes long-term moderate interest loans to eligible small businesses for financing on fixed assets.

Nominations Accepted From
H-GAC Board of Directors.

Membership Requirements
27-31 members approved by H-GAC Board of Directors as follows:

- 14 - at least one from each county represented on the H-GAC Board except Harris County, which has at least two representatives.
- 13 - at least one each from local governments, private business organizations, lending institutions, and community organizations dedicated to economic development.

Meeting Frequency
At least twice annually.

Terms
Two Years.
Natural Resources Advisory Committee

Staff Contact
Kathy Jahnsen, Principal Program Coordinator
(713) 993-2423
kathy.jahnsen@h-gac.com

Purpose
To advise the H-GAC Board of Directors and staff on environmental and natural resource issues.

Nominations Accepted From
Natural Resources Advisory Committee and H-GAC Board of Directors county representatives.

Membership Requirements
36 members as follows:

- 13 - one from each county represented on the H-GAC Board;
- 23 recommendation by the Natural Resources Advisory Committee as follows:
  1 - City of Houston Water Resource Representative
  1 - Harris County Pollution Control
  1 - Harris County Flood Control
  1 - Harris County Public Health and Environmental Services
  1 - Gulf Coast Waste Disposal Authority
  1 - Professional Organizations Related to Environmental Issues
  1 - Soil and Water Conservation Representative
  1 - Public Health Representative
  1 - River Authority Representative
  1 - Builder/Developer Representative
  3 - Environmental Groups
  1 - Consulting Engineer Representative
  1 - Electric Utility Representative
  2 - Cities other than Houston
  2 - Industry
  2 - Chambers of Commerce
  2 - Private Citizens

Advisory members TBD as needed

Meeting Frequency
Quarterly.

Terms
Two Years.
Regional Air Quality Planning Advisory Committee

Staff Contact
Sandra Holliday, Air Quality Program Manager
(713) 499-6671
sandra.holliday@h-gac.com

Purpose
To advise the Houston-Galveston Area Council Board and, as appropriate, the Transportation Policy Council on air quality issues.

Nominations Accepted From
H-GAC Board, interested organizations.

Membership Requirements
27 members appointed by the H-GAC Board.

- Membership generally represents the eight non-attainment counties (Brazoria, Chambers, Fort Bend, Galveston, Harris, Liberty, Montgomery, and Waller), City of Houston, other cities, pollution control officers, industry, environmental organizations, citizens, organizations, area associations, Greater Houston Partnership, Transportation Policy Council, METRO, and TxDOT.

Meeting Frequency
Monthly as needed; at least eight times each year.

Terms
Two Years.
Regional Flood Management Council

Staff Contact
Cheryl Mergo, Sustainable Development Program Manager
(713) 993-4520
cheryl.mergo@h-gac.com

Purpose
Assist and advise elected officials in their decision-making responsibilities by making recommendations on issues related to all aspects of flood management in the Gulf Coast planning region.

Nominations Accepted From
H-GAC Board.

Membership Requirements
28 primary members and their designated alternates appointed by the H-GAC Board as follows:

- 1 - representative from each county in the H-GAC region.
- 1 - representative from each city in the H-GAC region with population over 50,000 population.
- 4 - at-large representatives from cities with less than 50,000 population.
- 1 - representative from each of the five river authorities with jurisdiction within the H-GAC region.

Meeting Frequency
Quarterly.

Terms
Two Years.
Regional Homeland Security Coordinating Council

Staff Contact
Justin Riley, Senior Public Safety Planner
(831) 681-2548
justin.riley@h-gac.com

Purpose
To assist and advise elected officials in their decision-making responsibilities on matters related to regional homeland security related issues.

Nominations Accepted From
H-GAC Board, H-GAC staff, elected officials.

Membership Requirements
Membership is composed of at least 14 primary and 14 alternate members appointed by the H-GAC Board of Directors.

- Primary members will represent emergency management personnel.
- Alternate members should represent emergency management and other first responder personnel.
- Each county in the H-GAC region, as well as, the City of Houston should have one primary and one alternate member.
- The H-GAC Board can also appoint up to five at-large members.

Meeting Frequency
As needed.

Terms
Two Years.
Solid Waste Management Committee

Staff Contact
Cheryl Mergo, Sustainable Development Program Manager
(713) 993-4520
cheryl.mergo@h-gac.com

Purpose
Assist and advise elected officials in their decision-making responsibilities by making recommendations on issues related to solid waste management in the Gulf Coast planning region.

Nominations Accepted From
H-GAC Board, Solid Waste Management Committee members.

Membership Requirements
35 primary members and their designated alternates (maximum) appointed by the H GAC Board as follows:

- 3 - Non-profit organization (with a solid waste emphasis)
- 3 - Citizen/environmental groups
- 8 - Industry-with representation from recycling, composting, hauling and disposal
- 7 - Subregions 1-7
- 3 - Subregion 8 - comprised of:
  - 1 - City of Houston
  - 1 - Harris County
  - 1 - Open
- 4 - Minimum - At-large local government (may be from any sub-region and one of the at-large members will have a local enforcement emphasis)

Meeting Frequency
Quarterly.

Terms
Two Years.
Transportation Policy Council

Staff Contact
Alan Clark, Transportation Planning Director
(713) 993-4585
alan.clark@h-gac.com

Purpose
Provides policy guidance and overall coordination of the transportation planning activities within the eight county metropolitan region. Selects and/or approves federal funding for highway and transit projects in the eight counties.

Nominations Accepted From
Designated members. Two appointments made by the H-GAC Board.

Membership Requirements
28 primary members and their designated alternates appointed by designated members:

- 1 - City of Baytown
- 1 - City of Conroe
- 1 - City of Galveston
- 3 - City of Houston
- 1 - City of League City
- 1 - City of Missouri City
- 1 - City of Pasadena
- 1 - City of Sugar Land
- 1 - City of Texas City
- 1 - Brazoria County
- 1 - Chambers County
- 1 - Fort Bend County
- 1 - Galveston County
- 2 - Harris County
- 1 - Liberty County
- 1 - Montgomery County
- 1 - Waller County
- 1 - Metropolitan Transit Authority
- 2 - Texas Department of Transportation
- 1 - Houston-Galveston Area Council
- 1 - At-large city appointee by H-GAC for smaller (less than 50k population) city in Harris County
- 1 - Other Transportation Interests appointee by TPC
- 1 - Gulf Coast Rail District

Meeting Frequency
Monthly.

Terms
One Year.
Article I - Organization and Purpose

Section 1
The Houston-Galveston Area Council is the voluntary association of local governments for Austin, Brazoria, Chambers, Colorado, Fort Bend, Galveston, Harris, Liberty, Matagorda, Montgomery, Walker, Waller, and Wharton counties comprising the Gulf Coast State Planning Region designated by the Governor of Texas.

Section 2
The Houston-Galveston Area Council’s purpose is to assist local governments in serving today and helping to plan for tomorrow. The Houston-Galveston Area Council shall function as a Regional Planning Commission under Ch. 391 of the Texas Local Government Code, and may exercise powers conferred on it by State Law or by its member local governments.

Article II - Membership

Section 1
Membership in the Houston-Galveston Area Council shall be voluntary. Any County, City, or Independent School District located in whole or in part within the Gulf Coast State Planning Region may become a member by appropriate action of its governing body, and payment of dues.

Section 2
A member of the Houston-Galveston Area Council may withdraw from membership by action of its governing body. Governmental entities may be readmitted to membership by complying with the provisions of Section 1 of this Article.

Article III - General Assembly

Section 1 - Membership
The General Assembly shall consist of delegates from all member governmental entities of the Council.

Section 2 - Composition
All members of the General Assembly shall be elected officials of the Commissioner’s Court, City Council, or Independent School District Board of Trustees which they represent.

- The Commissioners’ Court of each member County shall select two (2) elected officials as representatives and two (2) elected officials as alternates to the General Assembly, all of whom shall be members of the Commissioners’ Court.
■ The City Council of each member city having a population of 100,000 or more according to the most recent Federal Census shall select two (2) of its members as representatives and two (2) of its members as alternates to the General Assembly.

■ Each member city with a population not in excess of 99,999 according to the most recent Federal Census shall select one (1) member of its governing body as its representative and one (1) member of its governing body as an alternate to the General Assembly.

■ Each member independent school district shall select one (1) member of its governing body as its representative and one (1) member of its governing body as an alternate to the General Assembly.

■ In the event that a representative to the General Assembly becomes ineligible to serve or resigns, the representative’s duly appointed alternate shall assume the duties and exercise the powers of that representative. In the event that a representative to the General Assembly is unable to attend a meeting of the General Assembly, the representative’s duly appointed alternate shall assume the duties and exercise the powers of that representative for that meeting.

Article IV - General Assembly Meetings

Section 1 - Meetings
The Chair shall call an Annual Meeting of the General Assembly in the first quarter of each year. The Annual Meeting’s principal business will be to hear a report of the Houston-Galveston Area Council’s activities for the preceding year and to determine the Council’s officers for the current year.

Article V - Offices and Election

Section 1 - Officers
The Officers of the Houston-Galveston Area Council will be Chair, Chair Elect, and Vice Chair. All officers shall be members of the General Assembly and the Board of Directors.

Section 2 - Officer Nominations
The Chair shall annually appoint an Elections Committee, which shall consist of not less than three, nor more than five members of the Board of Directors, including any past presidents or past chairs currently serving on the Board of Directors. The Elections Committee shall recommend nominees for the offices listed in Section 1 for consideration by the Board of Directors. The Board of Directors will select nominees for Officers not less than one month before the Annual Meeting of the General Assembly.

Section 3 - Officer Election
A ballot containing the Board of Directors recommended officer nominees shall be mailed to each representative of the General Assembly at least fifteen days prior to the Annual Meeting. The Ballot shall allow write-in votes to be cast for each position. Ballots shall be sealed and returned to the Elections Committee for tabulation in accordance with the instructions on the ballot form.

Section 4 - Ballot Tabulation
The Elections Committee shall receive the sealed ballots immediately prior to the Annual Meeting. The Elections Committee shall open and tabulate all ballots and shall announce its tabulation at the Annual Meeting. Officers shall be elected by a simple majority of the ballots cast.
Section 5 - Officer Vacancies
Should a vacancy occur in the office of the Chair, the Chair Elect shall become Chair for the balance of the unexpired term. Should a vacancy occur in the office of Chair Elect, the Vice Chair shall become Chair Elect for the balance of the unexpired term. Should a vacancy occur in the office of Vice Chair, the Elections Committee shall submit the name of a member of the Board of Directors to serve the balance of the unexpired term. Additional nominations by the Board of Directors shall be in order. Election shall be through a simple majority of the Board of Directors.

Article VI - Board of Directors

Section 1 - Responsibility and Officers
The Board of Directors shall be the governing body of the Houston-Galveston Area Council. It shall be responsible for the general policies and programs of the Houston-Galveston Area Council and for control of its funds. The Chair of the Houston-Galveston Area Council, or if absent, the Chair Elect, or if absent, the Vice Chair, shall preside at meetings of the Board of Directors. In the event all officers are absent, members present shall designate a presiding officer. The Vice Chair shall also serve as Chair of the Board’s Finance and Budget Committee, and shall attest the official actions of the Board as necessary.

Section 2 - Terms and Method of Appointment
The Board of Directors of the Houston-Galveston Area Council shall serve terms of one year to begin January 1 and shall be composed of representatives of the General Assembly as follows:

- One (1) representative and one (1) alternate from each member County except Harris County, which shall have two (2) representatives and two (2) alternates, selected by the Commissioners’ Court of each member County.

- One (1) representative and one (1) alternate from each member Home Rule City over 25,000 population except the City of Houston which shall have two (2) representatives and two (2) alternates, selected by the City Councils of such member cities.

- The Houston Independent School District General Assembly representative and alternate;

- Two (2) representatives and two (2) alternates representing all member Home Rule Cities, with populations under 25,000, selected by and from the General Assembly representatives of member Home Rule Cities by mutually agreeable procedure.

- Two (2) representatives and two (2) alternates representing all member General Law Cities, selected by and from the General Assembly representatives of member General Law Cities by mutually agreeable procedure.

- One (1) representative and one (1) alternate representing all member independent school districts, other than the Houston Independent School District, selected by and from the General Assembly representatives of member independent school districts by mutually agreeable procedure.
In the event that a representative to the Board of Directors becomes ineligible to serve or resigns, the representative’s duly appointed alternate shall assume the duties and exercise the powers of that representative. In the event a representative to the Board of Directors is unable to attend a meeting of the Board of Directors, the representative’s duly appointed alternate shall assume the duties and exercise the powers of that representative for that meeting.

The Board Chair shall appoint a member of the state legislature as an ex-officio non-voting member of the Board of Directors. The term of this member will be coterminous with the term of the Chair.

Section 3 - Meetings
The Board of Directors shall meet monthly at a time and place it shall designate. Special meetings of the Board of Directors may be called by the Chair or by written request of at least four (4) members of the Board of Directors.

Section 4 - Quorum
A simple majority of the Board of Directors shall constitute a quorum for the transaction of all business. When a quorum is present, the majority vote of members present shall decide any question under consideration, except Bylaw amendments.

Section 5 - Rules of Procedure
The Board of Directors may establish rules of procedure for its meetings to assure efficient and orderly transaction of business.

Section 6 - Committees
Committees may be created, modified, or dissolved upon recommendation of the Chair and confirmation by the Board of Directors.

Article VII - Executive Director

Section 1 - Employment
The Board of Directors shall employ an Executive Director who shall serve at the pleasure of the Board of Directors.

Section 2 - Responsibilities of Executive Director
The Executive Director shall be the chief administrative officer of the Houston-Galveston Area Council, and shall, subject to the rules and regulations of the Board of Directors, act for and in the name of the Houston-Galveston Area Council and appoint and remove all subordinate employees of the Houston-Galveston Area Council. The Executive Director shall, subject to the rules and regulations of the Board of Directors, acquire and/or dispose of all materials, equipment and property required for the operation of the Houston-Galveston Area Council.

Article VIII - Finance

Section 1 - Dues Schedule
Each member of the Houston-Galveston Area Council shall pay annual dues on the basis of the following schedule:
 Counties, cities, and towns shall pay annually $200.00 or four cents ($.04) per capita, whichever is greater.

 Population figures shall be as set forth in the most recent Federal Census.

 School Districts shall pay annually $200.00 each or three cents ($.03) per Average Daily Attendance for the most recent Federal Census year, whichever is greater.

Section 2 - Annual Dues
Each member shall pay an amount equal to one year’s dues to the Houston-Galveston Area Council within thirty (30) days from the date of joining. Annual dues shall be paid by January 1 of each calendar year.

Section 3 - Members in Arrears
A member more than six months in arrears in its dues may be denied voting privileges until dues are paid.

Section 4 - Fund Sources
The Houston-Galveston Area Council may apply for, contract for, receive and expend funds from the State of Texas, the Federal Government, or any other source. The Houston-Galveston Area Council shall have no power to tax.

Section 5 - Depository and Expenditures
Funds of the Houston-Galveston Area Council shall be kept in a depository designated by the Board of Directors and shall be expended in accordance with policies adopted by the Board of Directors.

Section 6 - Bond and Insurance
The Board of Directors shall maintain Fidelity Bond coverage of a type and amount sufficient to reasonably safeguard the assets of the Council. The Board of Directors shall also maintain such other insurance, including Directors and Officers Liability Insurance, as it deems prudent.

Section 7 - Fiscal Year
The fiscal year of the Houston-Galveston Area Council shall be the Calendar Year.

Section 8 - Annual Service Plan and Budget
The Executive Director shall prepare an annual budget and service plan setting out recommended program and financial priorities for the Council. The recommended budget and service plan shall be presented in the fourth quarter of each year, and shall take effect the following January 1 upon approval by the Board of Directors.

Article IX - Annual Report and Audit

Section 1 - Annual Report
The Council shall prepare an annual report which shall be submitted to all member governmental units.
Section 2 - Annual Audit
An audit of the Council’s financial accounts and transactions during the preceding fiscal year shall be made annually by independent certified public accountants selected by the Board of Directors. The annual financial report and audit report shall be presented to the Board of Directors upon its completion.

Article X - Amendment

Section 1 - Proposed Amendments
The Board of Directors may propose amendments to these bylaws.

Section 2 - Proposed Amendment Ballot
Any proposed amendment must be fully set out in writing as a ballot, and furnished to each member of the Board of Directors, at least fourteen (14) days in advance of the meeting at which amendments are to be acted upon. Each member of the Board of Directors shall execute and return the ballot in a sealed envelope in accordance with instructions contained in the ballot for tabulation by the Elections Committee. Bylaws may be amended by a three-quarters affirmative majority vote of the Board of Directors.
Local Government Code Chapter 391

Sec. 391.001. Purpose
(a) The purpose of this chapter is to encourage and permit local governmental units to:
   (1) join and cooperate to improve the health, safety, and general welfare of their residents; and
   (2) plan for the future development of communities, areas, and regions so that:
      (A) the planning of transportation systems is improved;
      (B) adequate street, utility, health, educational, recreational, and other essential facilities
          are provided as the communities, areas, and regions grow;
      (C) the needs of agriculture, business, and industry are recognized;
      (D) healthful surroundings for family life in residential areas are provided;
      (E) historical and cultural values are preserved; and
      (F) the efficient and economical use of public funds is commensurate with the growth of the
          communities, areas, and regions.
(b) The general purpose of a commission is to make studies and plans to guide the unified, far-reaching
development of a region, eliminate duplication, and promote economy and efficiency in the
coordinated development of a region.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987.

Sec. 391.002. Definitions
In this chapter:
   (1) “Governmental unit” means a county, municipality, authority, district, or other political
       subdivision of the state.
   (2) “Commission” means a regional planning commission, council of governments, or similar
       regional planning agency created under this chapter.
   (3) “Region” means a geographic area consisting of a county or two or more adjoining counties
       that have, in any combination:
       (A) common problems of transportation, water supply, drainage, or land use;
       (B) similar, common, or interrelated forms of urban development or concentration; or
       (C) special problems of agriculture, forestry, conservation, or other matters.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987.
Sec. 391.003. Creation
(a) Any combination of counties or municipalities or of counties and municipalities may agree, by ordinance, resolution, rule, order, or other means, to establish a commission.
(b) The agreement must designate a region for the commission that:
   (1) consists of territory under the jurisdiction of the counties or municipalities, including extraterritorial jurisdiction; and
   (2) is consistent with the geographic boundaries for state planning regions or subregions that are delineated by the governor and that are subject to review and change at the end of each state biennium.
(c) A commission is a political subdivision of the state.
(d) This chapter permits participating governmental units the greatest possible flexibility to organize a commission most suitable to their view of the region’s problems.
(e) The counties and municipalities making the agreement may join in the exercise of, or in acting cooperatively in regard to, planning, powers, and duties as provided by law for any or all of the counties and municipalities.
Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987.

Sec. 391.004. Plans and Recommendations
(a) A commission may plan for the development of a region and make recommendations concerning major thoroughfares, streets, traffic and transportation studies, bridges, airports, parks, recreation sites, school sites, public utilities, land use, water supply, sanitation facilities, drainage, public buildings, population density, open spaces, and other items relating to the commission’s general purposes.
(b) A plan or recommendation of a commission may be adopted in whole or in part by the governing body of a participating governmental unit.
(c) A commission may assist a participating governmental unit in:
   (1) carrying out a plan or recommendation developed by the commission; and
   (2) preparing and carrying out local planning consistent with the general purpose of this chapter.
Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987.

Sec. 391.005. Powers
(a) A commission may contract with a participating governmental unit to perform a service if:
   (1) the participating governmental unit could contract with a private organization without governmental powers to perform the service; and
   (2) the contract to perform the service does not impose a cost or obligation on a participating governmental unit not a party to the contract.
(b) A commission may:
   (1) purchase, lease, or otherwise acquire property;
   (2) hold or sell or otherwise dispose of property;
   (3) employ staff and consult with and retain experts; or
   (4)(A) provide retirement benefits for its employees through a jointly contributory retirement plan with an agency, firm, or corporation authorized to do business in the state; or
   (B) participate in the Texas Municipal Retirement System, the Employees Retirement System of Texas, or the Texas County and District Retirement System when those systems by
(c) Participating governmental units may by joint agreement provide for the manner of cooperation between participating governmental units and provide for the methods of operation of the commission, including:

(1) employment of staff and consultants;
(2) apportionment of costs and expenses;
(3) purchase of property and materials; and
(4) addition of a governmental unit.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987.

Sec. 391.006. Governing Body of Commission

(a) Participating governmental units may by joint agreement determine the number and qualifications of members of the governing body of a commission.

(b) At least two-thirds of the members of a governing body of a commission must be elected officials of participating counties or municipalities.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987.

Sec. 391.007. Detail or Loan of an Employee

(a) A state agency or a governmental unit may detail or loan an employee to a commission.

(b) During the period of the detail or loan, the employee continues to receive salary, leave, retirement, and other personnel benefits from the lending agency or governmental unit but works under the direction and supervision of the commission.

(c) The detail or loan of an employee may be on a reimbursable or nonreimbursable basis as agreed by the lending agency or governmental unit and the commission. The detail or loan expires at the mutual consent of the lending agency or governmental unit and the commission.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987.

Sec. 391.008. Review and Comment Procedures

(a) In a state planning region or subregion in which a commission has been organized, the governing body of a governmental unit within the region or subregion, whether or not a member of the commission, shall submit to the commission for review and comment an application for a loan or grant-in-aid from a state agency, and from a federal agency if the project is one for which the federal government requires review and comment by an areawide planning agency, before the application is filed with the state or federal government.

(b) For federally aided projects for which an areawide review is required by federal law or regulation, the commission shall review the application from the standpoint of consistency with regional plans and other considerations as specified in federal or state regulations and shall enter its comments on the application and return it to the originating governmental unit.

(c) For other federally aided projects and for state-aided projects, the commission shall advise the governmental unit on whether the proposed project for which funds are requested has regionwide significance.

(d) If the proposed project has regionwide significance, the commission shall determine whether it is in conflict with a regional plan or policy. It may consider whether the proposed project is properly coordinated with other existing or proposed projects within the region. The commission shall record on the application its view and comments, transmit the application to the originating governmental unit.
unit, and send a copy to the concerned federal or state agency.

(e) If the proposed project does not have regionwide significance, the commission shall certify that it is not in conflict with a regional plan or policy.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987.

Sec. 391.009. Role of State Auditor, Governor, and State Agencies

(a) To protect the public interest and promote the efficient use of public funds, the governor, with the technical assistance of the state auditor, may draft and adopt:

(1) rules relating to the operation and oversight of a commission;
(2) rules relating to the receipt or expenditure of funds by a commission, including:
   (A) restrictions on the expenditure of any portion of commission funds for certain classes of expenses; and
   (B) restrictions on the maximum amount of or percentage of commission funds that may be expended on a class of expenses, including indirect costs or travel expenses;
(3) annual reporting requirements for a commission;
(4) annual audit requirements on funds received or expended by a commission from any source;
(5) rules relating to the establishment and use of standards by which the productivity and performance of each commission can be evaluated; and
(6) guidelines that commissions and governmental units shall follow in carrying out the provisions of this chapter relating to review and comment procedures.

(a-1) The governor may draft and adopt rules under Subsection (a) using negotiated rulemaking procedures under Chapter 2008, Government Code.

(a-2) Based on a risk assessment performed by the state auditor and subject to the legislative audit committee’s approval for inclusion in the audit plan under Section 321.013, Government Code, the state auditor’s office shall assist the governor as provided by Subsection (a).

(b) The governor and state agencies shall provide technical information and assistance to the members and staff of a commission to increase, to the greatest extent feasible, the capability of the commission to discharge its duties and responsibilities prescribed by this chapter and to ensure compliance with the rules, requirements, and guidelines adopted under Subsection (a).

(c) In carrying out their planning and program development responsibilities, state agencies shall, to the greatest extent feasible, coordinate planning with commissions to ensure effective and orderly implementation of state programs at the regional level.


Sec. 391.0091. State Agency Consulation with Regional Planning Commissions

(a) In this section, “service” includes a program.

(b) If a state agency determines that a service provided by that agency should be decentralized to a multicounty region, the agency shall use a state planning region or combination of regions for the decentralization.

(c) A state agency that decentralizes a service provided to more than one public entity or nonprofit organization in a region shall consult with the commission for that region in planning the decentralization.
The commission shall consult with each affected public entity or nonprofit organization.

(d) A state agency, in planning for decentralization of a service in a region, shall consider using a commission for that service to:

1. achieve efficiencies through shared costs for:
   A. executive management;
   B. administration;
   C. financial accounting and reporting;
   D. facilities and equipment;
   E. data services; and
   F. audit costs;

2. improve the planning, coordination, and delivery of services by coordinating the location of services;

3. increase accountability and local control by placing a service under the oversight of the commission;

4. improve financial oversight through the auditing and reporting required under this chapter.

(e) This section does not apply to a service:

1. that continues to be operated by a state agency through a regional administrative office of that agency; or

2. for which the state agency determines that a law, rule, or program policy makes use of the geographic area of a single county or adjacent counties more appropriate.

Added by Acts 2003, 78th Leg., ch. 718, Sec. 1, eff. Sept. 1, 2003.

Sec. 391.0095. Audit and Reporting Requirements

(a) The audit and reporting requirements under Section 391.009(a) shall include a requirement that a commission annually report to the state auditor:

1. the amount and source of funds received by the commission;

2. the amount and source of funds expended by the commission;

3. an explanation of any method used by the commission to compute an expense of the commission, including computation of any indirect cost of the commission;

4. a report of the commission’s productivity and performance during the annual reporting period;

5. a projection of the commission’s productivity and performance during the next annual reporting period;

6. the results of an audit of the commission’s affairs prepared by an independent certified public accountant; and

7. a report of any assets disposed of by the commission.

(b) The annual audit of a commission may be commissioned by the commission or at the direction of the governor’s office, as determined by the governor’s office, and shall be paid for from the commission’s funds.

(c) A commission shall submit any other report or an audit to the state auditor and the governor.

(d) If a commission fails to submit a report or audit required under this section or is determined by the state auditor to have failed to comply with a rule, requirement, or guideline adopted under Section 391.009, the state auditor shall report the failure to the governor’s office. The governor may, until the failure is corrected:

1. appoint a receiver to operate or oversee the commission; or
(2) withhold any appropriated funds of the commission.

(e) A commission shall send to the governor, the state auditor, the comptroller, and the Legislative Buget Board a copy of each report and audit required under this section or under Section 391.009. The state auditor may review each audit and report, subject to a risk assessment performed by the state auditor and to the legislative audit committee’s approval of including the review in the audit plan under Section 321.013, Government Code. If the state auditor reviews the audit or report, the state auditor must be given access to working papers and other supporting documentation that the state auditor determines is necessary to perform the review. If the state auditor finds significant issues involving the administration or operation of a commission or its programs, the state auditor shall report its findings and related recommendations to the legislative audit committee, the governor, and the commission. The governor and the legislative audit committee may direct the commission to prepare a corrective action plan or other response to the state auditor’s findings or recommendations. The legislative audit committee may direct the state auditor to perform any additional audit or investigative work that the committee determines is necessary.


Sec. 391.00951. Report to Secretary of State

(a) In this section, “colonia” means a geographic area that:

1. is an economically distressed area as defined by Section 17.921, Water Code;
2. is located in a county any part of which is within 62 miles of an international border; and
3. consists of 11 or more dwellings that are located in close proximity to each other in an area that may be described as a community or neighborhood.

(b) To assist the secretary of state in preparing the report required under Section 405.021, Government Code, the commission on a quarterly basis shall provide a report to the secretary of state detailing any projects funded by the commission that provide assistance to colonias.

(c) The report must include:

1. a description of any relevant projects;
2. the location of each project;
3. the number of colonia residents served by each project;
4. the exact amount spent or the anticipated amount to be spent on each colonia served by each project;
5. a statement of whether each project is completed and, if not, the expected completion date of the project; and
6. any other information, as determined appropriate by the secretary of state.

(d) The commission shall require an applicant for funds administered by the commission to submit to the commission a colonia classification number, if one exists, for each colonia that may be served by the project proposed in the application. If a colonia does not have a classification number, the commission may contact the secretary of state or the secretary of state’s representative to obtain the classification number. On request of the commission, the secretary of state or the secretary of state’s representative shall assign a classification number to the colonia.

Added by Acts 2007, 80th Leg., R.S., Ch. 341, Sec. 19, eff. June 15, 2007.
Sec. 391.010. Conflict of Interest in Provision of Legal Services  
(a) A member of the governing body of a commission or a person who provides legal services to a commission may not:
   (1) provide legal representation before or to the commission on behalf of a governmental unit located, in whole or in part, within the boundaries of the commission; or
   (2) be a shareholder, partner, or employee of a law firm that provides those legal services to the governmental unit.
(b) A person who violates Subsection (a) may not receive compensation or reimbursement for expenses from the commission or governmental unit.
Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987.

Sec. 391.011. Funds  
(a) A commission does not have power to tax.
(b) A participating governmental unit may appropriate funds to a commission for the costs and expenses required in the performance of its purposes.
(c) A commission may apply for, contract for, receive, and expend for its purposes a grant or funds from a participating governmental unit, the state, the federal government, or other source.
(d) A commission may not expend funds for an automobile allowance for a member of the governing body of the commission if the member holds another state, county, or municipal office.

Sec. 391.0115. Restrictions on Commission Travel Costs  
(a) In reimbursing commission personnel for travel expenses, a commission may not expend funds for travel in excess of the amount of money that may be expended for state personnel under the General Appropriations Act or travel regulations adopted by the comptroller, including any restrictions on mileage reimbursement, per diem, and lodging reimbursement rates.
(b) A member of the governing body of a commission may not be reimbursed from state-appropriated funds, including federal funds, for official travel in an amount in excess of the rates set for travel by state board and commission members. If a hotel is unable or unwilling to provide a commission or its officers or employees a rate equivalent to the rate provided to state employees or if a negotiated conference rate for an officially sanctioned conference or meeting exceeds the applicable state reimbursement rate for lodging, a commission may reimburse for lodging expenses at the rates of the expenses incurred.
(c) A commission may not expend any funds for the purchase of alcoholic beverages or entertainment.
(d) A commission may purchase goods or a service only if the commission complies with the same provisions for purchasing goods or a service that are equivalent to the provisions, including Chapter 252, applying to a local government.
(e) A commission may not spend an amount more than 15 percent of the commission’s total expenditures on the commission’s indirect costs. For the purposes of this subsection, the commission’s capital expenditures and any subcontracts, pass-throughs, or subgrants may not be considered in determining the commission’s total direct costs. In this subsection, “pass-through funds” means funds, including subgrants or subcontracts, that are received by a commission from the federal or state government...
or other grantor for which the commission serves merely as a cash conduit and has no administrative
or financial involvement in the program, such as contractor selection, contract provisions, contract
methodology payment, or contractor oversight and monitoring.

(f) In this section, “indirect costs” means costs that are not directly attributable to a single action of a
commission. The governor shall use the federal Office of Management and Budget circulars A-87
and A-122 or use any rules relating to the determination of indirect costs adopted under Chapter
783, Government Code, in administering this section.

Added by Acts 1999, 76th Leg., ch. 280, Sec. 19, eff. Sept. 1, 1999; Acts 1999, 76th Leg., ch. 1498,
Sec. 7, eff. Sept. 1, 1999.

Sec. 391.0116. Restrictions on Employment

(a) An employee of a commission when using state-appropriated funds, including federal funds, is
subject to the same rules regarding lobbying and other advocacy activities as an employee of any
state agency.

(b) The nepotism provisions of Chapter 573, Government Code, apply to a commission.

Added by Acts 1999, 76th Leg., ch. 1498, Sec. 7, eff. Sept. 1, 1999.

Sec. 391.0117. Salary Schedules

(a) For each fiscal year, a commission shall adopt a salary schedule containing a classification salary
schedule for classified positions and identifying and specifying the salaries for positions exempt from
the classification salary schedule.

(b) The salary schedule adopted by the commission may not exceed, for classified positions, the state
salary schedule for classified positions as prescribed by the General Appropriations Act adopted by
the most recent legislature. A commission may adopt a salary schedule that is less than the state
salary schedule.

(c) A salary for a position classified under the salary schedule may not exceed the state salary that has
been approved by the state auditor’s office and paid by the state for comparable work.

(d) A position may only be exempted from the classification salary schedule adopted by the commission
if the exemption and the amount of salary paid for the exempt position is within the range determined
appropriate for state exempt positions by the state auditor.

(e) A commission shall submit to the state auditor the commission’s salary schedule, including the
salaries of all exempt positions, not later than the 45th day before the date of the beginning of the
commission’s fiscal year. If the state auditor, subject to the legislative audit committee’s approval for
inclusion in the audit plan under Section 321.013, Government Code, has recommendations to
improve a commission’s salary schedule or a portion of the schedule, the state auditor shall report
the recommendations to the governor’s office. The governor’s office may not allow the portion
of the schedule for which the state auditor has recommendations to go into effect until revisions or
explanations are given that are satisfactory to the governor based on recommendations from the
state auditor.

(f) This section does not apply to a commission if the most populous county that is a member of the
commission has an actual average weekly wage that exceeds the state actual average weekly wage
by 20 percent or more for the previous year as determined by the Texas Workforce Commission in
its County Employment and Wage Information Report.

Added by Acts 1999, 76th Leg., ch. 279, Sec. 26, eff. Sept. 1, 1999. Amended by Acts 2003, 78th Leg.,
Sec. 391.012. State Financial Assistance
(a) To qualify for state financial assistance, a commission must:

(1) have funds available annually from sources other than federal or state governments equal to or greater than half of the state financial assistance for which the commission applies;
(2) comply with the regulations of the agency responsible for administering this chapter;
(3) offer membership in the commission to all counties and municipalities included in the state planning region;
(4) include any combination of counties or municipalities having a combined population equal to or greater than 60 percent of the population of the state planning region;
(5) include at least one full county;
(6) encompass an area that is economically and geographically interrelated and forms a logical planning region; and
(7) be engaged in a regional planning process.
(b) Within funds available and in accordance with rules issued by the office of the governor, a commission may use state financial assistance to:

(1) promote intergovernmental cooperation by coordinating regional plans and programs with member governments, nonmember governments, state agencies which impact the region, and, where state agencies have regional office structures, state agency regional offices;
(2) function as a regional review agency under the Texas Review and Comment System pursuant to state and federal statutes and regulations;
(3) leverage commission dues, local funds, and state funds to obtain maximum federal funding assistance and private funding for the state and the region;
(4) provide assistance to local governments;
(5) assist state agencies and organizations in developing local and regional input for state plans, in planning for the successful implementation of state programs at the regional level as required in Section 391.009(c), in preparing for and conducting state-sponsored hearings and public meetings, and in disseminating state-generated information and educational materials; and
(6) provide assistance to state agencies and organizations in developing, implementing, and assessing state programs and services within the region as needed.
(c) A commission that qualifies for state financial assistance is eligible annually for an amount determined as follows:

(1) $1,000 for each dues-paying member county;
(2) an additional 10 cents per capita for the population of dues-paying member counties and municipalities; and
(3) the amount necessary to assure that the total amount available to the commission is no less than $50,000.
(d) If state appropriations are more than the amount necessary to fund the level of financial assistance generated by this formula, the governor shall increase the funding for which each commission is eligible in proportion to the amount it would have been eligible to receive in Subsection (c).
(e) If state appropriations are less than the amount necessary to fund the level of financial assistance generated by the formula in Subsection (c) above:
(1) No commission shall receive less than annual financial assistance of $50,000, as long as financial assistance available to all commissions remains at or above the level of assistance allocated in fiscal year 2003.

(2) If available annual financial assistance is less than the amount allocated in fiscal year 2003, assistance to all commissions shall be reduced proportionally from the assistance they would have received at the fiscal year 2003 funding level.

(f) For the purposes of this section, the population of a county is the population outside all dues-paying member municipalities.


Sec. 391.013. Interstate Commissions
(a) With the advance approval of the governor, a commission that borders another state may:
   (1) join with a similar commission or planning agency in a contiguous area of the bordering state to form an interstate commission; or
   (2) permit a similar commission or planning agency in a contiguous area of the bordering state to participate in planning functions.

(b) Funds provided a commission may be commingled with funds provided by the government of the bordering state.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987.

Sec. 391.014. International Areas
With the advance approval of the governor, a commission that borders the Republic of Mexico may spend funds in cooperation with an agency, constituent state, or local government of the Republic of Mexico for planning studies encompassing areas lying both in this state and in contiguous territory of the Republic of Mexico.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987.

Sec. 391.015. Withdrawal from Commission
A participating governmental unit may withdraw from a commission by majority vote of its governing body unless it has been otherwise agreed.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987.
# Commonly Used Acronyms

## Federal

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Description</th>
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<tbody>
<tr>
<td>ARRA</td>
<td>American Recovery and Reinvestment Act (of 2009)</td>
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<td>EPA</td>
<td>Environmental Protection Agency</td>
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<tr>
<td>FAA</td>
<td>Federal Aviation Administration</td>
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<td>FEMA</td>
<td>Federal Emergency Management Agency</td>
</tr>
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<td>FHWA</td>
<td>Federal Highway Administration</td>
</tr>
<tr>
<td>FTA</td>
<td>Federal Transit Authority</td>
</tr>
<tr>
<td>NASA</td>
<td>National Aeronautics and Space Administration</td>
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<tr>
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<td>Resource Conservation and Development Program</td>
</tr>
<tr>
<td>SBA</td>
<td>Small Business Administration</td>
</tr>
<tr>
<td>USDE</td>
<td>United States Department of Education</td>
</tr>
<tr>
<td>USDOJ</td>
<td>United States Department of Justice</td>
</tr>
<tr>
<td>USDOT</td>
<td>United States Department of Transportation</td>
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<tr>
<td>USGS</td>
<td>United States Geological Survey</td>
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## State

<table>
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<tr>
<td>COG</td>
<td>Council of Governments</td>
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<tr>
<td>DADS</td>
<td>Department of Aging and Disability Services</td>
</tr>
<tr>
<td>DARS</td>
<td>Department of Assistive and Rehabilitative Services</td>
</tr>
<tr>
<td>DHHS</td>
<td>Department of Health and Human Services</td>
</tr>
<tr>
<td>HHSC</td>
<td>Health and Human Services Commission</td>
</tr>
<tr>
<td>TAC</td>
<td>Texas Administrative Code</td>
</tr>
<tr>
<td>TCEQ</td>
<td>Texas Commission on Environmental Quality</td>
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<tr>
<td>TCLEOSE</td>
<td>Texas Commission on Law Enforcement Officer Standards and Education</td>
</tr>
<tr>
<td>TDCJ</td>
<td>Texas Department of Criminal Justice</td>
</tr>
<tr>
<td>TDRA</td>
<td>Texas Department of Rural Affairs</td>
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<td>TEA</td>
<td>Texas Education Agency</td>
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<td>TJPC</td>
<td>Texas Juvenile Probation Commission</td>
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<tr>
<td>TNCP</td>
<td>Texas Narcotics Control Program</td>
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<tr>
<td>TSSWCB</td>
<td>Texas State Soil and Water Conservation Board</td>
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<tr>
<td>TxDOT</td>
<td>Texas Department of Transportation</td>
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<td>TYC</td>
<td>Texas Youth Commission</td>
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## Other

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<td>Disadvantaged Business Enterprise</td>
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<td>Acronym</td>
<td>Description</td>
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<td>---------</td>
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<tr>
<td>LOI</td>
<td>Letter of Intent</td>
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<td>METRO</td>
<td>Metropolitan Transit Authority of Harris County</td>
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<tr>
<td>MOA</td>
<td>Memorandum of Agreement</td>
</tr>
<tr>
<td>MOU</td>
<td>Memorandum of Understanding</td>
</tr>
<tr>
<td>NARC</td>
<td>National Association of Regional Councils</td>
</tr>
<tr>
<td>RFA</td>
<td>Request for Applications</td>
</tr>
<tr>
<td>RFP</td>
<td>Request for Proposals</td>
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<tr>
<td>RFQ</td>
<td>Request for Qualifications</td>
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<tr>
<td>RMS</td>
<td>Records Management System</td>
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<tr>
<td>TARC</td>
<td>Texas Association of Regional Councils</td>
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<td>UGMS</td>
<td>Uniform Grant Management Standards</td>
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**H-GAC’S ADVISORY COMMITTEES**

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<tr>
<th>Committee</th>
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<tr>
<td>9-1-1</td>
<td>Regional 9-1-1 Planning Committee</td>
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<tr>
<td>AERCO</td>
<td>Area Emission Reduction Credit Organization</td>
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<td>APAC</td>
<td>Aging Programs Advisory Committee</td>
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<tr>
<td>CJAC</td>
<td>Criminal Justice Advisory Committee</td>
</tr>
<tr>
<td>CRP</td>
<td>Clean Rivers Program Steering Committee</td>
</tr>
<tr>
<td>FAC</td>
<td>Forecast Advisory Committee</td>
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<tr>
<td>GCEDD</td>
<td>Gulf Coast Economic Development District</td>
</tr>
<tr>
<td>GCWD</td>
<td>Gulf Coast Workforce Board</td>
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<tr>
<td>GDC</td>
<td>Geographic Data Committee</td>
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<tr>
<td>H-GALDC</td>
<td>Houston-Galveston Area Local Development Corporation</td>
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<tr>
<td>NRAC</td>
<td>Natural Resources Advisory Committee</td>
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<td>RAQPC</td>
<td>Regional Air Quality Planning Committee</td>
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<tr>
<td>RASP</td>
<td>Regional Aviation System Plan</td>
</tr>
<tr>
<td>RFMC</td>
<td>Regional Flood Management Council</td>
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<tr>
<td>RHSCC</td>
<td>Regional Homeland Security Coordinating Council</td>
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<td>RHSPPC</td>
<td>Regional Health Services Policy Council</td>
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<tr>
<td>RSC</td>
<td>Regional Safety Council</td>
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<tr>
<td>SWMC</td>
<td>Solid Waste Management Committee</td>
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<tr>
<td>TAC</td>
<td>Technical Advisory Committee</td>
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<tr>
<td>TPC</td>
<td>Transportation Policy Council</td>
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**COMMUNITY AND ENVIRONMENTAL DEPARTMENT**

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<th>Program</th>
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<td>Bacteria Implementation Group</td>
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<tr>
<td>C&amp;E</td>
<td>Community and Environmental Planning Department</td>
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<td>CWI</td>
<td>Clean Waters Initiative</td>
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<tr>
<td>EAR</td>
<td>Environmental Awareness Roundtable</td>
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<tr>
<td>FAST</td>
<td>Flood Awareness Success in Texas</td>
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<td>Abbreviation</td>
<td>Description</td>
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<td>HMGP</td>
<td>Hazard Mitigation Grant Program</td>
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<td>PDM</td>
<td>Pre-Disaster Mitigation</td>
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<td>PNA</td>
<td>Parks and Natural Areas</td>
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<td>RMW</td>
<td>CRP Regional Monitoring Workgroup</td>
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<td>RRC</td>
<td>Regional Review Committee</td>
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<td>SWCD</td>
<td>Soil and Water Conservation District</td>
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<tr>
<td>TDCJ</td>
<td>Texas Department of Criminal Justice</td>
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<tr>
<td>TMDL</td>
<td>Total Maximum Daily Load</td>
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<td>TPWD</td>
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<td>TSSWCB</td>
<td>Texas State Soil and Water Conservation Board</td>
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<td>WQMP</td>
<td>Water Quality Management Plan</td>
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**DATA SERVICES DEPARTMENT**

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<td>CMS</td>
<td>Content Management System</td>
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<tr>
<td>GIS</td>
<td>Geographical Information System or Geospatial Information System</td>
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<td>IT</td>
<td>Information Technology</td>
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<tr>
<td>LiDAR</td>
<td>Light Detection and Ranging</td>
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<td>MOSS</td>
<td>Microsoft Office SharePoint System</td>
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<td>STAR*Map</td>
<td>Southeast Texas Addressing and Referencing Map</td>
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**HUMAN SERVICES DEPARTMENT – AREA AGENCY ON AGING**

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<td>Area Agency on Aging</td>
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<td>Aging Programs Advisory Committee</td>
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<td>Texas Department of Aging and Disability Services</td>
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**HUMAN SERVICES DEPARTMENT – WORKFORCE SOLUTIONS**

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<tr>
<td>DOL</td>
<td>US Department of Labor</td>
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<tr>
<td>ES</td>
<td>Employer Services</td>
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<tr>
<td>GCWB</td>
<td>Gulf Coast Workforce Board</td>
</tr>
<tr>
<td>HHSC</td>
<td>Texas Health and Human Services Commission</td>
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<tr>
<td>MOU</td>
<td>Memorandum of Understanding</td>
</tr>
<tr>
<td>NEG</td>
<td>National Emergency Grant</td>
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<tr>
<td>OJT</td>
<td>On-the-Job Training</td>
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<tr>
<td>RIO</td>
<td>Reintegration of Offenders</td>
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<tr>
<td>SNAP</td>
<td>Supplemental Nutrition Assistance Program</td>
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<tr>
<td>SSBG</td>
<td>Social Services Block Grant</td>
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<tr>
<td>TANF</td>
<td>Temporary Assistance for Needy Families</td>
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<tr>
<td>TWC</td>
<td>Texas Workforce Commission</td>
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<tr>
<td>TWIST</td>
<td>Workforce Information System of Texas</td>
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</table>
UI  Unemployment Insurance
WFB  Workforce Board
WIA  Workforce Investment Act
WIT  Work in Texas

PUBLIC SERVICES DEPARTMENT – 9-1-1
PSAP  Public Safety Answering Point

PUBLIC SERVICES DEPARTMENT – ENERGY PURCHASING
REP  Retail Electricity Provider

PUBLIC SERVICES DEPARTMENT – CRIMINAL JUSTICE
BJA  Bureau of Justice Assistance
BOR  Balance of Region (counties other than Harris)
CFDA  Catalogue for Federal Domestic Assistance
CJAC  Criminal Justice Advisory Committee
CJD  Criminal Justice Division of the Governor’s Office
CLE  Continuing Legal Education
CSCD  Community Supervision Correction Department (adult probation)
DMC  Disproportionate Minority Confinement
DOE  Direct Operating Expenses
EDGAR  Education Department General Administrative Regulations
EEOP  Equal Employment Opportunity Plan
EUDL  Enforcing Underage Drinking Laws
FSR  Financial Status Report
GTS  Grant Tracking System (of CJD)
JABG  Juvenile Accountability Block Grant
JAG  Justice Assistance Grants
JCEC  Juvenile Crime Enforcement Coalition
JJ  Juvenile Justice
JJAB  Juvenile Justice Advisory Board
JJAC  Juvenile Justice Advisory Council
JJDP  Juvenile Justice and Delinquency Prevention
LCDC  Licensed Chemical Dependency Counselor
LET  Law Enforcement Training
LMSW  Licensed Master in Social Work
LPC  Licensed Professional Counselor
LSW  Licensed in Social Work
OCR  Office of Civil Rights
OESE  Office of Elementary and Secondary Education
OJJDP  Office of Juvenile Justice and Delinquency Prevention
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<td>Office of Justice Programs</td>
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<td>OMB</td>
<td>Office of Management and Budget</td>
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<td>OOG</td>
<td>Office of the Governor</td>
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<td>PPRI</td>
<td>Public Policy Research Institute, (Texas A&amp;M)</td>
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<td>RBE</td>
<td>Regional Budget Expectation</td>
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<td>RSAT</td>
<td>Residential Substance Abuse Treatment</td>
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<td>SAI</td>
<td>State Application Identifier (number request)</td>
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<td>SAMHSA</td>
<td>Substance Abuse and Mental Health Services Administration</td>
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<td>SDFSC</td>
<td>Safe and Drug Free Schools and Communities</td>
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<td>SF421</td>
<td>State Fund 421 (juvenile and non-juvenile)</td>
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<td>TA</td>
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<td>Texas Department of Criminal Justice</td>
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<td>Texas Education Agency</td>
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<td>TJPC</td>
<td>Texas Juvenile Probation Commission</td>
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<td>Texas Narcotics Control Program</td>
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<td>TYC</td>
<td>Texas Youth Commission</td>
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<td>UCR</td>
<td>Uniform Crime Report</td>
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<td>VAWA</td>
<td>Violence Against Women Act</td>
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<td>VOCA</td>
<td>Victims of Crime Act</td>
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<td><strong>TRANSPORTATION DEPARTMENT</strong></td>
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<td>Compressed Natural Gas</td>
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<td>DBE</td>
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<td>Intermodal Surface Transportation Efficiency Act (of 1991)</td>
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<td>Intelligent Transportation System</td>
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<td>Liquefied Natural Gas</td>
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<td>Metropolitan Transit Authority of Harris County</td>
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<td>Metropolitan Planning Organization</td>
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<td>Regional Aviation System Plan</td>
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<td>RTP</td>
<td>Regional Transportation Plan</td>
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<td>SIP</td>
<td>State Implementation Plan</td>
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<td>TUCP</td>
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<td>UPWP</td>
<td>Unified Planning Work Program</td>
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<td>Unified Transportation Plan</td>
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<td>Voluntary Mobile Emission Reduction Programs</td>
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**TRANSPORTATION DEPARTMENT – AIR QUALITY**

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<td>Air Quality Planning</td>
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<tr>
<td>ARD</td>
<td>Acid Rain Data</td>
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<tr>
<td>Auto GC</td>
<td>Automated Gas Chromatograph</td>
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<td>BAYP</td>
<td>Bayland Park (monitoring site)</td>
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<td>BCs</td>
<td>Boundary Conditions</td>
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<td>BPA</td>
<td>Beaumont-Port Arthur</td>
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<tr>
<td>CAIR2</td>
<td>Clean Air Interstate Rule, Phase 2</td>
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<td>CAMx</td>
<td>Comprehensive Air Model with Extensions</td>
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<td>CB05</td>
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<td>CBIV</td>
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<td>CENRAP/RPO</td>
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<td>CO</td>
<td>Carbon Monoxide</td>
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<td>DERC</td>
<td>Discrete Emission Reduction Credit</td>
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<td>DFW</td>
<td>Dallas Fort Worth (nonattainment area)</td>
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<td>DRPK</td>
<td>Deer Park (monitoring site)</td>
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<tr>
<td>DV</td>
<td>Design Value</td>
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<td>EGAS</td>
<td>Economic Growth Analysis System</td>
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<td>EGU</td>
<td>Electrical Generating Unit</td>
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<td>EI</td>
<td>Emissions Inventory</td>
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<td>EPS3</td>
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<td>ERG</td>
<td>Eastern Research Group</td>
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<td>ESAD</td>
<td>Emission Specific Attainment Demonstration</td>
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<td>Acronym</td>
<td>Definition</td>
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<td>ETA-PBL</td>
<td>ETA Weather Model Planetary Boundary Layer Numerical Algorithm</td>
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<td>Four Dimensional Data Assimilation</td>
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<td>GEOS-CHEM</td>
<td>Goddard Earth Observing Systems Chemistry Model</td>
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<td>GloBEIS</td>
<td>Global Biosphere Emissions and Interactions System</td>
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<td>HARC</td>
<td>Houston Advanced Research Center</td>
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<td>Hydrocarbon</td>
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<td>HECT</td>
<td>HRVOC Emissions Cap and Trade</td>
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<td>HGB</td>
<td>Houston-Galveston-Brazoria</td>
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<td>HRVOC</td>
<td>Highly Reactive Volatile Organic Compound</td>
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<td>HSC</td>
<td>Houston Ship Channel</td>
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<td>HSMA</td>
<td>Houston Swiss and Monroe monitoring site</td>
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<td>Kilometer</td>
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<td>Land use/Land cover</td>
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<td>Mass Emissions Cap and Trade</td>
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<td>MM5</td>
<td>Fifth Generation Meteorological Model</td>
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<tr>
<td>NAAQS</td>
<td>National Ambient Air Quality Standard</td>
</tr>
<tr>
<td>NASA</td>
<td>National Aeronautics and Space Administration</td>
</tr>
<tr>
<td>NCEP</td>
<td>National Centers for Environmental Prediction</td>
</tr>
<tr>
<td>NEI</td>
<td>National Emissions Inventory</td>
</tr>
<tr>
<td>NMIM</td>
<td>National Mobile Inventory Model</td>
</tr>
<tr>
<td>NOAA</td>
<td>National Oceanic and Atmospheric Administration</td>
</tr>
<tr>
<td>NOAH</td>
<td>NCEP-Oregon State University-Air Force-Hydrological Research Laboratory</td>
</tr>
<tr>
<td>NOX</td>
<td>Nitrogen Oxides</td>
</tr>
<tr>
<td>NOY</td>
<td>Nitrogen Species</td>
</tr>
<tr>
<td>O₃</td>
<td>Ozone</td>
</tr>
<tr>
<td>OSD</td>
<td>Ozone Season Day</td>
</tr>
<tr>
<td>PAR</td>
<td>Photosynthetically Active Solar Radiation</td>
</tr>
<tr>
<td>PPB</td>
<td>Parts per Billion</td>
</tr>
<tr>
<td>PPB-C</td>
<td>Parts per Billion Carbon</td>
</tr>
<tr>
<td>PPBv</td>
<td>Parts per Billion by Volume</td>
</tr>
<tr>
<td>PSCFv2</td>
<td>Potential Source Contribution Factor, Version 2</td>
</tr>
<tr>
<td>REMI</td>
<td>Regional Economic Models, Inc.</td>
</tr>
<tr>
<td>RRF</td>
<td>Relative Response Factor</td>
</tr>
<tr>
<td>SI</td>
<td>Special [emissions] Inventory</td>
</tr>
<tr>
<td>SIP</td>
<td>State Implementation Plan</td>
</tr>
<tr>
<td>STARS</td>
<td>State of Texas Air Reporting System</td>
</tr>
<tr>
<td>Abbreviation</td>
<td>Description</td>
</tr>
<tr>
<td>--------------</td>
<td>--------------------------------------------------</td>
</tr>
<tr>
<td>STT</td>
<td>Sea Surface Temperature</td>
</tr>
<tr>
<td>TexAER</td>
<td>Texas Air Emissions Repository</td>
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<tr>
<td>TexAQS II</td>
<td>Second [2006] Texas Air Quality Study</td>
</tr>
<tr>
<td>TPD</td>
<td>Tons Per Day</td>
</tr>
<tr>
<td>TTI</td>
<td>Texas Transportation Institute</td>
</tr>
<tr>
<td>UT-CSR</td>
<td>University of Texas Center for Space Research</td>
</tr>
<tr>
<td>VMT</td>
<td>Vehicle Miles Traveled</td>
</tr>
<tr>
<td>VOC</td>
<td>Volatile Organic Compound</td>
</tr>
<tr>
<td>WALV</td>
<td>Wallisville Road (monitoring site)</td>
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</tbody>
</table>