



**AGENDA
HUSTON-GALVESTON AREA
COUNCIL
FINANCE AND BUDGET COMMITTEE
MEETING**

**May 20, 2025 9:00 AM
3555 Timmons Ln. Houston, TX 77027
Houston, Texas 77027**

1. CALL TO ORDER
2. PUBLIC COMMENT
3. DECLARE CONFLICT OF INTEREST

ACTION

4. CONSENT AGENDA

Items listed are of a routine nature and may be acted on in a single motion unless requested otherwise by a member of the Board.

- a. REGIONAL BUS CONNECTIVITY STUDY

Request authorization to negotiate contract with consulting firms in the order presented for an amount to not exceed \$830,000 to conduct the Regional Bus Study. (Staff Contact: Thomas Gray)

- b. EXECUTIVE SEARCH AGENCY SELECTION

Request approval for external executive search services; individual contracts not to exceed \$50,000 with annual spend not to exceed \$150,000. (Staff Contact: JP McGowan)

- c. INTERLOCAL AGREEMENT AMENDMENTS TO SUPPORT TRAFFIC INCIDENT MANAGEMENT

Request approval to extend the current agreements with Harris County and the City of Houston through January 31, 2026, and adding up to \$1.41M to the City of Houston Interlocal Agreement, and up to \$1.83M to the Harris County Interlocal agreement for the continuation of the program. (Staff Contact: Marcus Tucker)

- d. INCREASED FUNDS TO SUPPORT TRAFFIC INCIDENT MANAGEMENT

Request approval to amend the advance funding agreement with the Texas Department of Transportation, increasing the value of the agreement by up to \$1.5M for an amount not to exceed \$15M and extending the agreement through January 31, 2026. (Staff Contact: Marcus Tucker)

5. FINANCE AND BUDGET COMMITTEE

- a. MONTHLY FINANCIAL REPORT - APRIL 2025

Request approval of the monthly financial report ending April 30, 2025. (Staff Contact: Christina Ordonez-Campos)

- b. SPEND DOWN UPDATE - WORKFORCE

No action required. For information only. (Staff Contact: Christina Ordonez-

Campos)

6. COMMUNITY AND ENVIRONMENTAL PLAN

Presentation concerning current and possible future disaster recovery programs.

a. CRIMINAL JUSTICE FUNDS FISCAL YEAR 2026

Request approval of the revised General Victim Assistance Grant Program priority list for Fiscal Year 2026 and authorize a resolution to submit the priority list to the Office of Governor, Criminal Justice Division. (Staff Contact: Justin Bower)

7. AUDIT COMMITTEE

a. 2024 ANNUAL COMPREHENSIVE FINANCIAL REPORT

Consideration of Audit Committee recommendations and approval of the 2024 Annual Comprehensive Financial Report. (Staff Contact: Christina Ordonez-Campos)

b. 2024 RETIREMENT PLAN FOR EMPLOYEES OF H-GAC

Consideration of Audit Committee recommendations and approval of the 2024 Retirement Plan for the Employees of Houston-Galveston Area Council. (Staff Contact: Christina Ordonez-Campos)

8. INFORMATION

a. PROCESS OVERVIEW AND INPUT SESSION FOR EXECUTIVE DIRECTOR PERFORMANCE AND COMPENSATION REVIEW

This item is for informational purposes and to facilitate a discussion with the Committee regarding the Executive Director performance and compensation review process. No formal action is requested at this time. (Contact: Judge Ty Prause)

9. REPORTS

a. EXECUTIVE DIRECTOR'S REPORT

Report on current and upcoming H-GAC activities. (Staff Contact: Chuck Wemple)

10. ADJOURNMENT

In compliance with the Americans with Disabilities Act, H-GAC will provide for reasonable accommodations for persons attending H-GAC functions. Requests should be received by H-GAC 24 hours prior to the function.

REGIONAL BUS CONNECTIVITY STUDY

Background

The Regional Bus Study will evaluate the feasibility of implementing and maintaining a comprehensive regional bus network to extend connectivity between communities, counties and transit providers in the H-GAC region. The study will also assess any service gaps that may currently exist outside the MPO's core planning area.

Regional bus services are longer-distance bus routes connecting outlying communities to each other as well as to the urban centers. Regional bus services may connect riders in smaller or rural communities to medical, educational, government, and social services within the region. A regional bus network was one of the recommendations from the 2019 High-Capacity Transit Task Force Priority Network—which has been incorporated into the 2045 Regional Transportation Plan.

The study was originally scoped to cover the 8-county Metropolitan Planning Area; H-GAC was subsequently awarded a Federal Transit Administration Section 5304 planning grant to expand the study to the entire 13-county H-GAC service area.

Current Situation

H-GAC issued a competitive, sealed solicitation to solicit qualified contractor(s) for the goods or services requested under TRN24-09 on February 12, 2025 and which closed on March 27, 2025. Four responsive submissions were received and thoroughly evaluated by a committee of H-GAC representatives. Evaluation Criteria: Qualifications, Experience, and Capability, Study Methodology, Schedule and Level of Effort by Task, Past Performance and References. Based on the committee's scoring and evaluation of the proposal responses, the recommendation and rankings are presented below:

Company Name	Score
1. Cambridge Systematics, Inc.	87
2. Foursquare Integrated Transportation Planning	82
3. Kimley-Horn and Associates, Inc.	77
4. HDR Engineering, Inc.	74

Funding Source

Federal; Federal Transit Administration


Budgeted

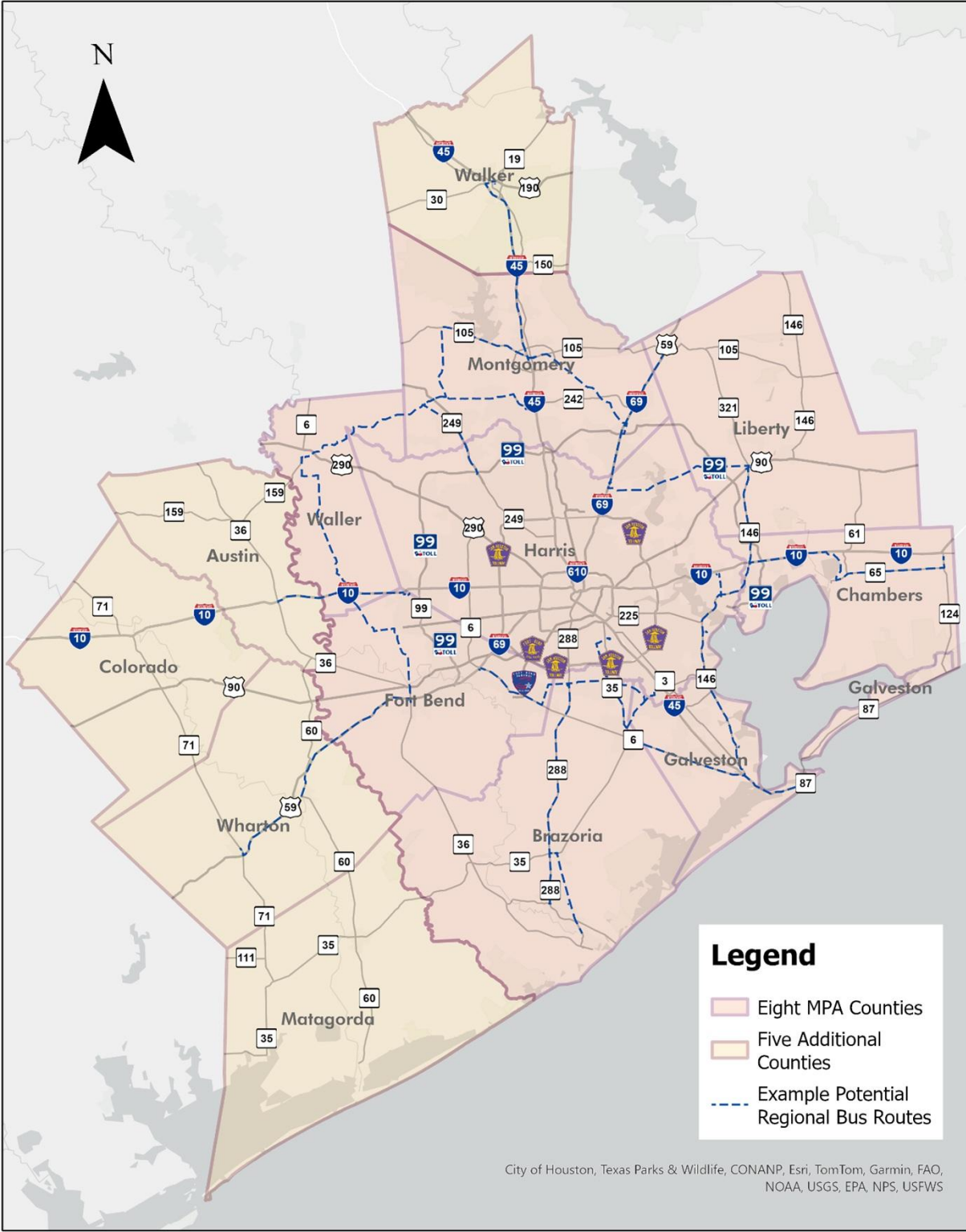
Yes

Action Requested

Request authorization to negotiate contract with consulting firms in the order presented for an amount to not exceed \$830,000 to conduct the Regional Bus Study. (Staff Contact: Thomas Gray)

ATTACHMENTS:

	Description	Type
	Regional Bus Study Area	Exhibit



EXECUTIVE SEARCH AGENCY SELECTION

Background

The Houston-Galveston Area Council (H-GAC) periodically has openings for executive level positions. To be most effective in finding highly qualified talent for these roles, H-GAC will utilize executive search agencies to fill high-level positions due to the specialized expertise these agencies offer. Executive search firms have extensive networks and deep industry knowledge, enabling them to identify and attract top-tier talent that might not be actively seeking new opportunities. They also provide a thorough vetting process, ensuring candidates not only have the necessary skills and experience but also align with the company's culture and strategic goals. This targeted approach saves time and resources, allowing H-GAC to focus on core operations while securing the best leadership for our needs.

Current Situation

H-GAC issued a competitive, sealed solicitation to solicit qualified contractor(s) for the services requested under HR-ESRS-03-25 on March 5, 2025 and which closed on April 10, 2025. 31 responsive submissions were received and thoroughly evaluated by a committee of representatives from H-GAC. Evaluation Criteria: Firm Qualifications, Firm Experience/Capabilities, Suitability/Capability, Key Personnel Qualifications, Methodology/Approach/Schedule, Organization and Model, Financial Stability/Resources, Reasonableness of Fee Schedule/Hourly Rate. Results of the procurement and ranked order of proposals will be presented at the Board meeting

Funding Source

NA

Budgeted

No

Action Requested

Request approval for external executive search services; individual contracts not to exceed \$50,000 with annual spend not to exceed \$150,000. (Staff Contact: JP McGowan)

INTERLOCAL AGREEMENT AMENDMENTS TO SUPPORT TRAFFIC INCIDENT MANAGEMENT

Background

The Houston-Galveston Area Council works with local governments to implement the Tow and Go Program as part of regional incident management activities. The purpose of the Tow and Go Program is to quickly remove stalled vehicles from area freeways to a nearby safe location at no cost to the motorist, thereby reducing traffic congestion and secondary crashes.

Currently, H-GAC has agreements with the City of Houston and Harris County to conduct this program. The Tow and Go service and related incident management activities currently operate within unincorporated Harris County, as well as the cities of Bellaire, Deer Park, Houston, Humble, Jersey Village, La Porte, Pasadena, and Webster. Since the program began on May 1, 2018, there have been over 300,000 tows provided at no cost to the driver. The average incident clearance time is less than 17 minutes.

Current Situation

To continue funding the Traffic Incident Management partnerships with Houston and Harris County while awaiting a new federal grant that is experiencing a delay, staff are working with the Transportation Policy Council and Texas Department of Transportation to add funding to the existing grant to continue the program. This would include:

- Extending the current contract with Harris County currently set to expire June 30, 2025, through January 31, 2026, and adding up to \$1.83M for the continuation of towing and incident management operations.
- Extending the current contract with City of Houston currently set to expire June 30, 2025, through January 31, 2026, and adding up to \$1.41M for the continuation of towing and incident management operations.

Funding Source

Federal Highway Administration - Surface Transportation Block Grant Program

Budgeted

Yes

Action Requested

Request approval to extend the current agreements with Harris County and the City of Houston through January 31, 2026, and adding up to \$1.41M to the City of Houston Interlocal Agreement, and up to \$1.83M to the Harris County Interlocal agreement for the continuation of the program. (Staff Contact: Marcus Tucker)

INCREASED FUNDS TO SUPPORT TRAFFIC INCIDENT MANAGEMENT

Background

The Houston-Galveston Area Council works with local governments to implement the Tow and Go Program as part of regional incident management activities. The purpose of the Tow and Go Program is to quickly remove stalled vehicles from area freeways to a nearby safe location at no cost to the motorist, thereby reducing traffic congestion and secondary crashes.

Currently, H-GAC has agreements with the City of Houston and Harris County to conduct this program. The Tow and Go service and related incident management activities currently operate within unincorporated Harris County, as well as the cities of Bellaire, Deer Park, Houston, Humble, Jersey Village, La Porte, Pasadena, and Webster. Since the program began on May 1, 2018, there have been over 300,000 tows provided at no cost to the driver. The average incident clearance time is less than 17 minutes.

Current Situation

Because H-GAC's new federal grant for the Tow and Go Program has experienced a delay, staff is working with the Texas Department of Transportation to amend the current grant, Control Section Job # 0912-00-559 to extend the grant agreement currently set to expire June 30, 2025, to January 31, 2026, and to add funds for the continuation of the program. Staff is seeking Board approval to add up to \$1.5M of federal Surface Transportation Block Grant funding to the Houston-Galveston Area Council's Regional Freeway Incident Management program.

Funding Source

Federal Highway Administration - Surface Transportation Block Grant Program

Budgeted

Yes

Action Requested

Request approval to amend the advance funding agreement with the Texas Department of Transportation, increasing the value of the agreement by up to \$1.5M for an amount not to exceed \$15M and extending the agreement through January 31, 2026. (Staff Contact: Marcus Tucker)

MONTHLY FINANCIAL REPORT - APRIL 2025

Background

N/A

Current Situation

N/A

Funding Source

N/A

Budgeted

N/A

Action Requested

Request approval of the monthly financial report ending April 30, 2025. (Staff Contact: Christina Ordonez-Campos)

ATTACHMENTS:

	Description	Type
	Monthly Financial Report - April 2025	Cover Memo

HOUSTON GALVESTON AREA COUNCIL (H-GAC)

FY25 Monthly Financial Report

For Month Ending April 30, 2025

Prepared on May 7, 2025



Esteemed H-GAC Board of Directors and Executive Director Wemple, please find attached the financial report for last month. The information contained within is intended for managerial reporting purposes. All figures are unaudited and subject to change. Should you have any questions, please feel free to let me or a member of my staff know. Respectfully submitted, Christina Ordóñez-Campos, CPA - Chief Financial Officer.

SUMMARY OF KEY CHANGES

REVENUES

- > As of the end of this month, a total of 106K in membership dues has been collected, of which 4.2K pertains to outstanding dues from the 2024 membership year that were recognized this year.
- > A significant portion of "Other Revenue" budget relates to space renovation costs. We expect this revenue to increase once the renovation project begins for the additional space.
- > During April 2025, the cooperative purchasing fee collection saw a significant increase with fees totaling 744K compared to 166K in March. A major portion of this revenue is attributed to Q1 reporting contracts.

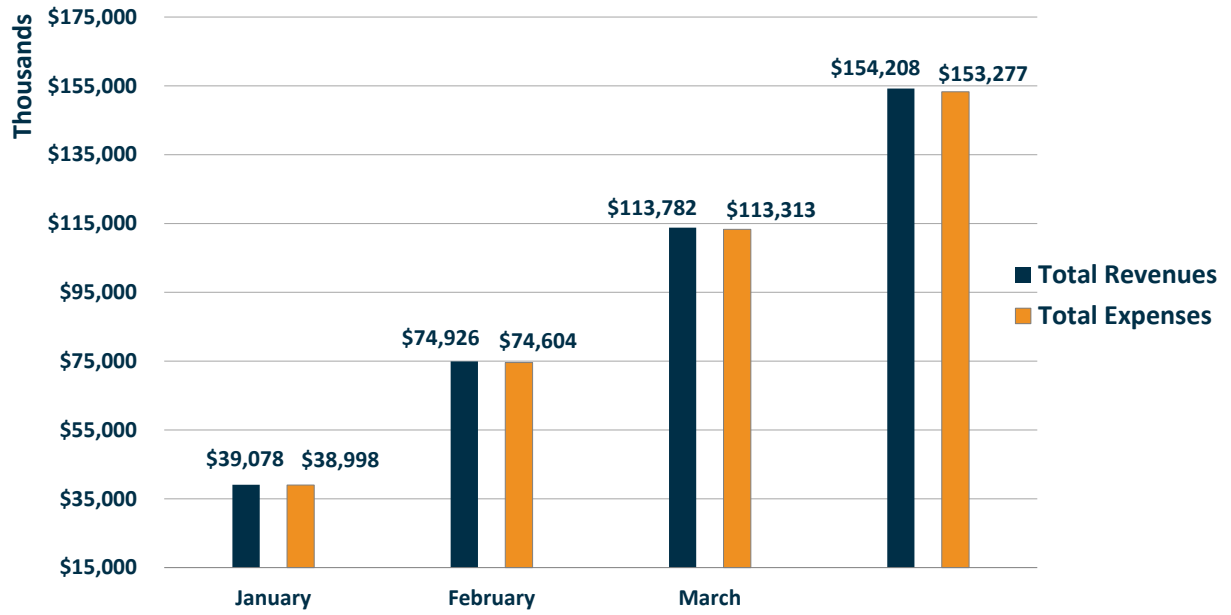
EXPENDITURES

- > Personnel expenditures are at 25% of the budget, while 33.33% of time has elapsed. We currently have 365 employees compared to 333 in April 2024.
- > Equipment expense appears low as it includes a 3.6 mil budget for the C&E 911 program. The procurement process is currently underway, with equipment purchases expected toward the end of the year following vendor selection, delivery and installation, and final invoice payment upon project completion.
- > Consultant expenses are under the projection levels mainly in the Transportation department and the Shared Services area. We will make any necessary adjustments to the budgeted amounts during our mid-year revision if necessary.

*** Please note: the financial activity outlined above and in the report falls within the past trends observed in H-GAC's operations and is not out of the ordinary. ***

Monthly Trends Chart

As of April 30, 2025



HOUSTON GALVESTON AREA COUNCIL (H-GAC)

FY25 Monthly Trends Report

For Month Ending April 30, 2025

	January 2025	February 2025	March 2025	April 2025	May 2025	June 2025
Revenues						
General & Enterprise Fund Revenues						
Membership Dues	\$ -	\$ -	\$ -	\$ 106,065		
HGAC Energy Corporation	7,717	5,117	11,474	11,788		
Cooperative Purchasing Fees	333,326	576,612	166,092	743,821		
Gulf Coast Regional 911 Fees	327,668	384,194	333,500	738,018		
Interest Income	32,271	148,962	233,354	98,060		
Other Revenues	175,158	153,458	113,386	484,824		
Total General & Enterprise Fund Revenues	\$ 876,140	\$ 1,268,343	\$ 857,807	\$ 2,182,577	\$ -	\$ -
Special Revenue Fund						
Federal Grants	\$ 11,608	\$ 17,191	\$ 52,377	\$ 32,807		
State Grants	38,190,394	34,562,137	37,945,983	38,210,641		
Total Special Revenue Fund Revenues	\$ 38,202,002	\$ 34,579,328	\$ 37,998,359	\$ 38,243,448	\$ -	\$ -
Total Revenues	\$ 39,078,142	\$ 35,847,671	\$ 38,856,167	\$ 40,426,025	\$ -	\$ -
Expenditures						
Personnel	\$ 3,268,715	\$ 3,361,995	\$ 3,529,778	\$ 3,728,298		
Pass-through Funds - Grant	34,905,968	30,929,587	33,629,396	34,519,569		
Consultant and Contract Services	133,856	710,131	1,035,209	967,884		
Lease of Office Space	121,103	127,746	126,566	126,555		
Equipment	91,509	29,489	25,888	42,127		
Travel	6,081	48,615	44,477	32,228		
Other Expenses	471,070	398,528	317,584	547,381		
Total Expenditures	\$ 38,998,301	\$ 35,606,091	\$ 38,708,898	\$ 39,964,044	\$ -	\$ -
Excess of Revenues Over(Under) Expenditures	\$ 79,841	\$ 241,580	\$ 147,269	\$ 461,981	\$ -	\$ -

HOUSTON GALVESTON AREA COUNCIL (H-GAC)

FY25 Budget to Actual Report - All Funds

For Month Ending April 30, 2025

33.33% of Year
Elapsed

	FY25 Budget	FY25 Year-to-Date Actuals	FY25 % of Actuals to Budget	FY24 Budget	FY24 Year-to-Date Actuals	FY24 % of Actuals to Budget
Revenues						
General & Enterprise Fund Revenues						
	FY25 Budget	FY25 Year-to-Date Actuals	FY25 % of Actuals to Budget	FY24 Budget	FY24 Year-to-Date Actuals	FY24 % of Actuals to Budget
Membership Dues	\$ 462,937	\$ 106,065	23%	\$ 462,137	\$255,094	55%
HGAC Energy Purchasing Corporation	130,000	36,097	28%	80,000	48,703	61%
Cooperative Purchasing Fees	6,704,157	1,819,851	27%	5,500,000	1,574,794	29%
Gulf Coast Regional 911 Fees	5,793,623	1,783,380	31%	2,818,187	1,372,601	49%
Interest Income	1,000,000	512,647	51%	500,000	493,181	99%
Other Revenues	8,713,867	926,826	11%	6,947,976	2,195,410	32%
Total General & Enterprise Fund Revenues	\$ 22,804,584	\$ 5,184,867	23%	\$ 16,308,300	\$5,939,783	36%
Special Revenue Fund						
	FY25 Budget	FY25 Year-to-Date Actuals	FY25 % of Actuals to Budget	FY24 Budget	FY24 Year-to-Date Actuals	FY24 % of Actuals to Budget
Federal Grant	\$ 695,000	\$ 113,982	16%	\$ 695,000	\$163,085	23%
State Grants	571,145,162	148,909,156	26%	533,764,173	152,108,716	28%
Total Special Revenue Fund Revenues	\$ 571,840,162	\$ 149,023,137	26%	\$ 534,459,173	\$152,271,801	28%
Total Revenues	\$ 594,644,746	\$ 154,208,004	26%	\$ 550,767,473	\$ 158,211,584	29%
Expenditures						
	FY25 Budget	FY25 Year-to-Date Actuals	FY25 % of Actuals to Budget	FY24 Budget	FY24 Year-to-Date Actuals	FY24 % of Actuals to Budget
Personnel	\$ 55,702,282	\$ 13,888,786	25%	\$ 41,512,429	\$12,167,925	29%
Pass-through Funds - Grant	497,596,133	133,984,519	27%	479,466,417	140,539,432	29%
Consultant and Contract Services	20,414,078	2,847,080	14%	20,364,025	2,276,155	11%
Lease of Office Space	2,525,527	501,970	20%	1,827,797	486,654	27%
Equipment	5,765,834	189,013	3%	566,200	310,142	55%
Travel	909,870	131,401	14%	697,397	116,895	17%
Other Expenses	11,731,022	1,734,564	15%	6,484,891	1,512,009	23%
Total Expenditures	\$ 594,644,746	\$ 153,277,333	26%	\$ 550,919,156	\$157,409,212	29%
Excess of Revenues Over(Under) Expenditures	\$ -	\$ 930,671		\$ (151,683)	\$ 802,372	
Beginning Fund Balance (all funds) - Jan. 1 (1)	\$ 48,127,368	\$ 48,127,368		\$ 40,872,331	\$ 40,872,331	
Ending Fund Balance (all funds) - April. 30 (2)	\$ 48,127,368	\$ 49,058,039		\$ 40,720,648	\$ 41,674,703	

(1) Jan. 1, 2025 beginning fund balance is preliminary & subject to change. This figure is unaudited.

(2) All ending fund balances are of April 30th for each year.

SPEND DOWN UPDATE - WORKFORCE

Background

An overview of the H-GAC spend down policy was provided to the Board by Chuck Wemple during the August 2024 board meeting.

Current Situation

Staff will be providing an update on the spend down process for Workforce contracts.

Funding Source

N/A

Budgeted

N/A

Action Requested

No action required. For information only. (Staff Contact: Christina Ordonez-Campos)

CRIMINAL JUSTICE FUNDS FISCAL YEAR 2026

Background

The General Victim Assistance Grant Program is part of the State of Texas' broader Criminal Justice Funding Program, which supports projects that address needs of crime victims and help prevent or reduce crime by enhancing criminal justice efforts in the region. H-GAC staff support this grant program in our region by providing community planning support, managing the annual Request for Applications grant process, providing extensive technical assistance for applicants, and facilitating the Criminal Justice Advisory Committee.

Applications for each funding source are scored and ranked by the Criminal Justice Advisory Committee who are appointed by the H-GAC Board. This committee advises on criminal justice issues and recommends funding priorities for grants in the region to the H-GAC Board. The Criminal Justice Advisory Committee met on April 11, 2025 to discuss applications to the General Victim Assistance Grant Program and the other funding programs. The Committee ranked the eligible applications after robust discussion. On April 15, 2025, the H-GAC Board of Directors approved the submission of the priority lists to the Office of the Governor, with the recommendation that all eligible projects be funded. The results of the process are reflected in the priority rankings attachment.

Current Situation

Prior to the submittal of the priority lists, staff discovered a data entry error on the General Victim Assistance Grant funding program list reviewed by Board. Two of the projects on that list's summary table did not reflect their accurate scoring results, which slightly alter the rankings presented previously. A corrected version of the priority list for this funding program is included with this item. Upon consideration and approval of the revised list and adoption of a new resolution, H-GAC will submit to the Office of the Governor for their consideration. Final awards made by the state may deviate from the H-GAC recommendations in order to achieve statewide priorities. H-GAC has identified and will implement improvements to the data transfer and human review processes to ensure against future errors.

Funding Source

State; Office of the Governor, Criminal Justice Division

Budgeted

Yes

Action Requested

Request approval of the revised General Victim Assistance Grant Program priority list for Fiscal Year 2026 and authorize a resolution to submit the priority list to the Office of Governor, Criminal Justice Division. (Staff Contact: Justin Bower)

ATTACHMENTS:

	Description	Type
	VOCA Priority List	Cover Memo

Agenda	Grant Number	Agency Name	Project Title	Score	FY26 Requested Amount	Recommended Amount
1	5365401	Fort Bend County - Social Services	The IRIS Women's Program	101.00	\$75,000.00	\$75,000.00
2	4991502	Foster Care Advocacy Center	Advocacy and Emotional Support for Victims of Crime Involved In Child Welfare Legal Proceedings	100.00	\$164,574.77	\$164,574.77
3	3103708	YMCA International Services	Professional Counseling for Victims of Human Trafficking	99.50	\$121,624.85	\$121,624.85
4	2550012	Galveston County - Victim Assistance	Victims Assistance Coordinator and Outreach Project	99.00	\$133,891.85	\$133,891.85
5	3332009	Harris County - PCT 5 Constable	Crime Victim's Assistance Unit	99.00	\$146,708.18	\$146,708.18
6	3342308	Sojourn Landing	HT-The Landing Expansion	99.00	\$272,078.18	\$272,078.18
7	4015606	SAAFE House	Family Violence and Sexual Assault Advocacy and Crisis Services	99.00	\$194,384.72	\$194,384.72
8	4055106	Aid to Victims of Domestic Abuse	The Legal Advocacy Victim Services Expansion Project	99.00	\$566,197.62	\$566,197.62
9	4956002	Fort Bend County - Sheriffs Office	Victim Assistance, General Direct Service	99.00	\$69,618.19	\$69,618.19
10	1364524	Fort Bend County - District Attorney	Victim Witness Staff Expansion	98.75	\$150,000.00	\$150,000.00
11	2589413	Center for the Missing	Missing Person Victim Assistance and Bilingual Services Project	98.75	\$56,084.65	\$56,084.65
12	1364823	Fort Bend County - Judicial District	Victim Services Program	98.50	\$73,357.44	\$73,357.44
13	2872008	Montgomery County - District Attorney	Child Victim Coordinator Project	98.50	\$95,723.74	\$95,723.74
14	4198005	The Parris Foundation	TPF VOCA Project	98.50	\$138,976.32	\$138,976.32
15	4831203	Angleton, City of	Crime Victim Assistance Program	98.50	\$57,175.91	\$57,175.91
16	1371523	Northwest Assistance Ministries	Family Violence Center	98.25	\$475,662.00	\$475,662.00
17	1406224	Friendswood, City of	Crime Victim Assistance Program	98.25	\$76,908.00	\$76,908.00
18	3967606	UT Health at Houston	Serving Elder Abuse Survivors via Elder to Elder Support + Home-Based TeleHealth	98.25	\$266,171.00	\$266,171.00
19	2803110	Boat People SOS-Houston	Victim Assistance	98.00	\$124,000.00	\$124,000.00
20	2855509	Harris Co. Domestic Violence Coordinating Council	Harris County DV High Risk Team	98.00	\$415,049.00	\$415,049.00
21	2876609	Liberty County - District Attorney	Victim Assistance Coordinator	98.00	\$126,384.91	\$126,384.91
22	3386608	Houston-Galveston Area Council	HGAC Elder and Vulnerable Adult Justice Program	98.00	\$499,376.00	\$499,376.00
23	1370324	Montgomery County Women's Center	Supportive Services for Victims/Survivors of Family and Sexual Violence	97.75	\$560,500.00	\$560,500.00

24	2026315	Missouri City, City of	Crime Victim Liaison	97.75	\$68,124.10	\$68,124.10
25	3103408	Harris County - Sheriff's Office	Domestic Violence & Human Trafficking Advocacy	97.75	\$353,389.00	\$353,389.00
26	3572107	Fresh Spirit Wellness for Women Inc	Counseling Services	97.75	\$587,817.00	\$587,817.00
27	3576708	Harris County -Domestic Relations Office	Family Victimization Services For Children Referred to Supervised Possession	97.75	\$370,500.00	\$370,500.00
28	4941502	Santa Maria Hostel Inc	STARS (Survivors of Trafficking Achieve Recovery and Stability)	97.75	\$150,000.00	\$150,000.00
29	1522022	3 A Bereavement Foundation	Bereaved Family Assistance Program	97.50	\$50,009.00	\$50,009.00
30	2909909	Montgomery County Youth Services	YES to YOUTH General Victim Services	97.50	\$297,361.00	\$297,361.00
31	3872607	Walker County - District Attorney	Victim Assistance Coordinator	97.50	\$62,883.20	\$62,883.20
32	2449913	YMCA of Greater Houston	Direct Assistance to Victims of Crime	97.25	\$242,702.97	\$242,702.97
33	2463212	Huntsville, City of	Victim's Service Coordinator	97.25	\$88,411.20	\$88,411.20
34	3303708	Stafford, City of	Crime Victims Liaison	97.25	\$73,092.78	\$73,092.78
35	4035406	OnPurpose Enrichment Inc	OnPurpose Driven: Victim Resiliency and Recovery Services	97.25	\$430,299.36	\$430,299.36
36	4451204	Bellaire, City of	Crime Victim Specialist	97.25	\$96,072.91	\$96,072.91
37	1890916	Dickinson, City of	Crime Victim Assistance Program	97.00	\$64,603.60	\$64,603.60
38	4411504	Harris County - PCT 2 Constable	General Victim Assistance Grant Program	97.00	\$90,000.00	\$90,000.00
39	1693420	The Montrose Center	Victim/Survivor Services	96.75	\$256,087.00	\$256,087.00
40	2875510	Tejano Center for Community Concerns	Victims of Crime Outreach and Support Program	96.75	\$493,219.29	\$493,219.29
41	3960706	Harris County - Community Supervision and Corrections Department	Victim Assistance Program	96.75	\$70,121.10	\$70,121.10
42	4433804	Advocates for Immigrant Survivors	Case Management for Immigrant Survivors of Crime Project	96.75	\$105,980.00	\$105,980.00
43	4237505	Sarah's House	Victim Intervention Services	96.50	\$364,938.04	\$364,938.04
44	4521704	Crime Stoppers of Houston	Crime Stoppers of Houston Victim Services and Advocacy Program	96.50	\$138,124.74	\$138,124.74
45	4993302	The Sanctuary Foster Care Services	Therapy and Crisis Services Project (TCSP)	96.50	\$165,000.00	\$165,000.00
46	2506912	League City, City of	Crime Victim Assistance Program	96.25	\$235,047.75	\$235,047.75
47	5449301	Young Mothers Don't Quit Inc	Teen Parent Violence Resilience Program	96.25	\$147,807.00	\$147,807.00

48	1697819	Focusing Families	Victim Services Counseling/Emergency Shelter/Legal Advocacy Project	96.00	\$449,313.00	\$449,313.00
49	3621607	Communities In Schools of Houston	School Based Integrated Student Support for Juvenile Victims in Houston ISD	96.00	\$484,000.00	\$484,000.00
50	3747407	Crisis Intervention of Houston Inc	Crisis Hotline: Providing Crisis Counseling Services to Victims of Crimes	96.00	\$165,000.00	\$165,000.00
51	3808507	Brazoria County - CSCD	Victim Services Program	96.00	\$15,000.00	\$15,000.00
52	4045006	Pasadena, City of	PD Crime Victim Assistance Program	96.00	\$85,857.19	\$85,857.19
53	4276605	FamilyTime Crisis and Counseling Center	FamilyTime's Survivor Empowerment Program	96.00	\$550,685.79	\$550,685.79
54	3328308	Fort Bend County Women's Center	Enhancing Victim Services	95.75	\$1,202,656.00	\$1,000,000.00
55	1378824	Resource and Crisis Center of Galveston County Inc	Victim Assistance Grant	95.50	\$1,174,482.49	\$1,000,000.00
56	2877908	Harris County - District Attorney	HCDAO Victim Assistance Project	95.50	\$3,804,500.00	\$1,900,000.00
57	2896408	Matagorda County Women's Crisis Center Inc	Victim Services	95.50	\$664,532.84	\$664,532.84
58	3380507	REDIMIR dba Redeemed Ministries	Trauma-Informed Care for Domestic Adult Sex Trafficking Survivors	95.50	\$379,940.00	\$379,940.00
59	3521207	Houston Area Women's Center	Project Empower: Comprehensive Services for Survivors	95.50	\$1,349,599.05	\$1,000,000.00
60	1817318	Women's Center of Brazoria County Inc	Direct Services for Domestic Violence Survivors Grant	95.25	\$229,000.00	\$229,000.00
61	5142702	The Platform Youth Inc	The Platform Youth's Project BRAVE Houston	95.25	\$408,623.40	\$408,623.40
62	2353814	Tahirih Justice Center	Holistic Direct Services and Systems Advocacy to Protect Immigrant Survivors	95.00	\$200,000.00	\$200,000.00
63	3327908	Houston, City of	Direct Services for Human Trafficking Victims	95.00	\$156,979.80	\$156,979.80
64	3368708	Communities In Schools of Southeast Harris County	Victim Crisis Intervention Project	95.00	\$671,054.83	\$671,054.83
65	3784807	Galveston County Community Action Council	Crime Victims Services (CVS)	95.00	\$175,767.00	\$175,767.00
66	4254705	Waller County - District Attorney	Victims' Assistant	95.00	\$50,854.00	\$50,854.00
67	1353024	Bay Area Turning Point Inc	Victim Assistance Services	94.50	\$927,062.83	\$927,062.83
68	3818506	Samaritan Women at the Well	GRACE Housing and Supportive Services	94.50	\$601,746.48	\$601,746.48
69	1367825	Innovative Alternatives Inc	Victim Assistance Program	94.25	\$625,000.00	\$625,000.00
70	3341109	Wallis, City of	Victims Services Advocate	94.25	\$62,865.00	\$62,865.00
71	4066206	Family Ties, Family Resource Services	Community Based Residential and Drop in Center for Commercial Sexual Exploitation of Youth	94.25	\$250,000.00	\$250,000.00

72	5150502	Wharton, City of	Victim Assistance Officer	94.00	\$75,795.00	\$75,795.00
73	2580312	Family Service Center of Galveston County	Victim Support Services Program	93.75	\$467,373.00	\$467,373.00
74	1755819	The Bridge Over Troubled Waters	Crisis Intervention Services	93.50	\$1,716,654.36	\$1,000,000.00
75	3702407	Santa Fe, City of	Santa Fe Resiliency Center (SFRC)	93.50	\$470,178.29	\$470,178.29
76	3794107	Fort Bend ISD	FBISD Campus Victim Assistance Program for K-12	93.25	\$275,430.20	\$275,430.20
77	5359201	Emerging Grace Ministries Inc	Grace House 1 - Team 1	93.25	\$144,500.00	\$144,500.00
78	1353523	Brazoria County - District Attorney	Crime Victim Assistance Program	93.00	\$332,622.57	\$332,622.57
79	2469713	Resolve It	Evidence-Based Interventions for Child Victims	93.00	\$332,872.00	\$332,872.00
80	4435504	Houston, City of	FY26 General Victim Assistance Grant Program	93.00	\$216,884.33	\$216,884.33
81	4789103	Rescue Us Inc	Hope for Human Trafficking Victim Services	93.00	\$244,137.00	\$244,137.00
82	2371914	Family Ties, Family Resource Services	Just for Kids Victim Services	92.75	\$300,000.00	\$300,000.00
83	4763403	Her Well Center Inc	Sexual Assault Services	92.75	\$462,635.04	\$462,635.04
84	5467501	Honor Humanity	SEEDS for Victims of Violence (SEEDS-V2) Program	92.75	\$147,510.00	\$147,510.00
85	2566211	Rosenberg, City of	Crime Victim Advocate	92.25	\$88,460.57	\$88,460.57
86	4098206	Justice for Children	Child Abuse Victims Advocacy	92.00	\$115,860.34	\$115,860.34
87	3621307	Shifa Healthcare and Community Services USA	ShifaUSA Shelter Program	91.50	\$235,040.00	\$235,040.00
88	4514404	Gulf Coast Center	GCC Crime Victims Counseling	91.50	\$258,732.50	\$258,732.50
89	3824207	Family Life and Community Resource Center	Finding Your GRIT	91.25	\$317,401.02	\$317,401.02
90	5402101	Counseling Creations Charities	Victims Mental Health Services	91.00	\$150,000.00	\$150,000.00
91	4446004	United Against Human Trafficking	Youth Prevention and Outreach to Support Survivors of Human Trafficking	90.75	\$150,785.45	\$150,785.45
92	3971406	An Nisa Hope Center	An-Nisa: Services to Victims of Domestic Violence	89.50	\$169,251.72	\$169,251.72
93	4862703	Matagorda County - District Attorney	Victim's Assistance Coordinator	89.25	\$41,454.94	\$41,454.94
94	3102808	Daya	Empowering South Asian Survivors of Domestic Violence	88.25	\$325,881.50	\$325,881.50
95	5340701	Harris County - PCT 7 Constable	Victim Assistance Program Coordinator	88.00	\$149,328.93	\$149,328.93

96	4474704	Conroe, City of	Crime Victim Coordinator Position	87.00	\$169,648.00	\$169,648.00
97	4936302	Wharton ISD	Crime Victims	85.75	\$48,200.00	\$48,200.00
98	4954402	Families to Freedom Inc	Transportation for Gulf Coast Victims of Abuse	83.00	\$305,676.00	\$305,676.00
99	2362313	Pearland, City of	Crime Victim Assistance Project	ineligible, no workshop	\$135,580.00	\$0.00
				Total Request	\$32,393,450.83	\$28,909,978.93
Reasonable Budget Expectation (RBE)					\$28,546,295.04	\$28,546,295.04
				Variance	-\$3,847,155.79	-\$363,683.89

2024 ANNUAL COMPREHENSIVE FINANCIAL REPORT

Background

N/A

Current Situation

N/A

Funding Source

N/A

Budgeted

N/A

Action Requested

Consideration of Audit Committee recommendations and approval of the 2024 Annual Comprehensive Financial Report. (Staff Contact: Christina Ordonez-Campos)

ATTACHMENTS:

	Description	Type
	Management Rep Letter	Cover Memo

May 8, 2025

To the Board of Directors and Management
Houston-Galveston Area Council
Houston, Texas

In planning and performing our audit of the financial statements of Houston-Galveston Area Council (the "Council") as of and for the year ended December 31, 2024, in accordance with auditing standards generally accepted in the United States of America, we considered the Council's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Council's internal control. Accordingly, we do not express an opinion on the effectiveness of the Council's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses and therefore, there can be no assurance that all deficiencies, significant deficiencies, or material weaknesses have been identified. We did not identify any deficiencies in internal control that we consider to be material weaknesses. However, as discussed below, we identified certain matters involving the internal control, other operational matters that are presented for your consideration. This letter does not affect our report dated May 8, 2025 on the financial statements of the Council.

Our observations are summarized as follows:

H-GAC's Accounting and Financial Policies and Procedures

Observation: During the 2024 audit, we reviewed of the written accounting and financial policies and procedures dated December 19, 2023. We noted that section 1.05 *The Roles of the Executive and Staff* is not in line with the current standard operating procedures, which could result in increased risk of noncompliance, operational inefficiencies, and increased risk of errors.

Recommendation: We recommend the Council a comprehensive review process to identify outdated policies and procedures and focus on aligning with current and effective operations and ensuring they are relevant and in compliance with laws and regulations. The updated policies and procedures should be well-documented, communicated, and easily accessible to employees.

Management's Response:

Management concurs with the audit observation. *We acknowledge that the accounting and financial policies and procedures manual has not been reviewed or updated in a timely manner. Since then, several system changes, process changes, and regulatory updates have occurred, and the current documentation does not accurately reflect these developments.*

H-GAC's Accounting and Financial Policies and Procedures (continued)

Corrective Action Plan:

- *A comprehensive review and update of the accounting and financial policies manual has been initiated.*
- *We will align all procedures with current accounting standards (e.g., IFRS/GAAP/GAAS) and regulatory requirements.*
- *The updated manual will also reflect recent changes in financial systems, roles, and responsibilities.*
- *Training sessions will be conducted to ensure staff are familiar with the revised policies.*
- *A policy will be implemented to review and update financial procedures every two years.*

Expected Completion Date: Q3, 2025

Person Responsible: Controller

H-GAC's Employee Handbook and Compensated Absences

Observation: During our inquiries, review of the employee handbook dated October 18, 2022, and testing of compensated absences, we noted the following observations:

- We noted that certain employees had earned leave hours at a higher rate than other employees due to a recruitment initiative several years ago.
- The Time off and Leaves of Absences chart shown below provides the number of hours employees are allowed to accrue annually based on their years of service. The ranges shown in the chart, however, have years of service that overlap that affect the Council's ability to accurately calculate the total number of hours accrued. For example, five (5) years of service appears in both the 0-5 and 5-10 years of service range.

YEARS EMPLOYED	ANNUAL VACATION LEAVE HOURS	HOURS PER PAY PERIOD	MAXIMUM BALANCE ALLOWED
0 – 5	96	3.69	256
5 – 10	112	4.30	256
10 – 15	128	4.92	256
15 and over	144	5.54	256

- The Council's employee handbook references 26 pay periods within the calendar year, but during 2024, the actual calculation was based on 27 pay periods.
- We noted during our review of compensated balances, that the Council uses employee categories A through G, however, the policy only reference categories A through D in reference to the sick leave criteria as shown below (page 68 of the Employee Handbook).

Employees that have not taken more than 40 hours of sick time by the end of a calendar year may transfer up to 24 to 30 hours of sick time from their sick time balance to their vacation balance. Employees who have not completed a full calendar year of service are still eligible to transfer up to 30 hours of sick time balance to employee's vacation balance calculated on a pro-rata basis in alignment with employee's start date. The hours eligible to be transferred are dependent on employee's regular work schedule. Employees with Schedules A or B may transfer up to 27 hours. Employees with Schedule C may transfer up to 24 hours. Employees with Schedule D may transfer up to 30 hours.

H-GAC's Employee Handbook and Compensated Absences (continued)

Observation: (continued)

The table below was not located in the employee handbook.

EMPLOYEE SCHEDULE PBC	
Schedule	Maximum hours allowed to transfer
A	27
B	27
C	24
D	30
E	30
F	27
G	27

- The policy is not clear about the effective date of the higher hours per period accrual occurs (e.g., the first pay period after the employee's anniversary or the pay period of the employee's anniversary).
- The employee handbook does not provide guidance on the type of formal documentation, including approvals, when adjustments or corrections to compensated absences are made.
- We noted that the annual compensated absence liability calculation requires manual adjustments to the maximum annual carryover and accrual amounts. Manual adjustments or calculations outside of MIP could cause error, discrepancies, and inconsistencies in future period.

Recommendation: We recommend the Council perform a comprehensive review to identify outdated policies and procedures and focus on aligning those procedures with current and effective operations to ensure compliance with laws and regulations. The updated policies and procedures should be well-documented, communicated, and easily accessible to employees. The Council should limit or remove manual calculations which are causing discrepancies or inconsistencies.

Management's Response:

Management acknowledges the observations and appreciates the detailed review of our compensated absences policies and related practices. We recognize the need for improved clarity, consistency, and accuracy in our Employee Handbook and internal procedures related to time off and leave policies.

Corrective Actions Planned or Taken:

1. **Review and Standardize Policy:** A review of all recruitment related incentives, including leave accrual modifications will be undertaken and an addendum to the Employee Handbook will be added to grandfather those exceptional cases where a higher accrual rate was offered as a recruitment initiative to executive level candidates. In addition, conditions under which these incentives may be granted will also be noted in the Employee Handbook.
2. **Policy Review and Revision:** A comprehensive review of the Employee Handbook is currently underway, with a focus on identifying and correcting inconsistencies, including the overlapping years of service ranges in the time-off accrual chart. We will revise the ranges to ensure there is no ambiguity in interpreting accrual eligibility.
3. **Alignment with Payroll Calendar:** Management is aware that the 2024 calendar year includes 27 pay periods instead of the standard 26. This additional pay period was added due to the normal pay period falling on a bank holiday (Jan. 1st). We will update the Employee Handbook to reflect this type of an occurrence and ensure accrual calculations are adjusted accordingly in years with additional pay periods..
4. **Expansion of Employee Categories:** We will update the Handbook to include all relevant employee categories (A through G) and define the specific accrual and sick leave entitlements applicable to each, ensuring consistency between practice and policy

H-GAC's Employee Handbook and Compensated Absences (continued)

Corrective Actions Planned or Taken: (continued)

5. ***Clarification of Accrual Effective Dates:*** Language will be added to the Employee Handbook to clarify the effective date of increased accrual rates—specifically whether the higher accrual rate begins on the anniversary pay period or following it.
6. ***Documentation and Adjustment Protocols:*** The procedure in place for making corrections or adjustments to compensated absences will be formalized and the process documented. This will include required approval levels, documentation standards, and communication protocols.
7. ***Reduction of Manual Processes:*** Management agrees that reliance on manual calculations creates more room for error. We are evaluating options to automate accrual tracking and carryover limits within our MIP accounting system or other HRIS tools to reduce manual intervention, ensure accuracy, and improve auditability.

Timeline: We anticipate completing the handbook revisions and procedural updates by Q4 2025. Interim guidance will be issued to staff as necessary while updates are finalized.

Responsible Parties: The Human Resources Department, in coordination with the Finance Division and Executive Leadership, will lead these efforts.

H-GAC's Procurement

Observation: During our testing of procurement contracts, we noted one vendor contract that required timely review of contract for renewal and reconciliation of transactions. The activities we noted after the contract period were related to outstanding invoices based on contract closeout. Expired vendor contracts can potentially lead to significant financial and legal risks for the Council.

Recommendation: We recommend the Council review expenditures after the contract period to ensure that the vendor does not receive payment after the contract period. The Council should have a formal process to monitor contract expiration dates in order to procure goods and services in a timely manner. The reconciliation of invoices with the vendors should be done on a monthly or quarterly basis.

In addition, the review of contracts and the procurement method should be independent from the subrecipients' contracts. Training should be provided to employees to clarify the difference between vendor and subrecipient contracts.

The contracts workflow approval should be done in an orderly manner with an audit trail.

Management's Response:

Management agrees with the audit observation and appreciates the recommendations provided. We recognize the importance of actively monitoring contract expiration dates and ensuring that no payments are made to vendors beyond the valid contract period. We also acknowledge the need to strengthen internal controls around procurement processes, contract classifications, and approval workflows.

Corrective Action Plan:

1. ***Invoice Reconciliation Process:*** A formal monthly reconciliation process will be established to ensure all invoices align with contract terms and are reviewed prior to payment. This will support timely reviews, renewals, or terminations and help prevent post-expiration transactions.

H-GAC's Procurement (continued)

Corrective Action Plan (continued)

2. **Contract Monitoring System:** *The contract monitoring process will also be strengthened to ensure any contract changes, renewals, expirations, are notified in a timely manner. For contract purchase orders, the accounting team, with the assistance of the program departments, has already implemented a new process to assist with the management and application of contract payments and improved monitoring.*
3. **Training on Contract Classifications:** *Program staff will be given additional training to ensure they understand the differences between vendor and subrecipient contracts. They also will be reminded of the reference chart created by the procurement and contracts team to determine the appropriate contract type.*
4. **Independent Review of Procurement Methods:** *We will ensure that the review and approval of procurement methods are conducted independently from subrecipient contract management, with documentation retained for audit purposes.*
5. **Workflow and Audit Trail Improvements:** *The contract approval workflow will be updated to ensure all steps are documented and completed in a consistent manner to provide an audit trail. The Agiloft contract approval workflow is currently being utilized and its approval workflow will transfer to the new Gatekeeper contract management system. The new contract purchase order process will have an approval workflow that follows standard Microix threshold approvals as established by accounting with documented audit trail.*

Expected Completion Date: Q3, 2025.

Responsible Parties: *Procurement Director, in coordination with Controller.*

H-GAC's Accounts Receivable and Deferred Revenue

Observation: During our testing of accounts receivable and unearned revenue accounts, we noted outstanding balances over 90 days in the amount of approximately \$64,000. Inaccurate recording of accounts receivable and unearned revenue accounts can lead to misstatements in the financial statements.

Recommendation: We recommend the Council review its accounts receivable and unearned revenue accounts on a monthly or quarterly basis to analyze transactions over 90 days past due and record the appropriate journal entries.

Management's Response:

Management acknowledges the finding and appreciates the auditor's observation regarding the outstanding balances over 90 days in the accounts receivable and unearned revenue accounts. We recognize the importance of timely reconciliation and review of these accounts to ensure the integrity of the financial statements.

Corrective Actions Planned or Taken:

- *In response to this recommendation, a more structured review process for accounts receivable and deferred revenue balances will be implemented.*
- *The accounting staff will begin conducting a detailed review of these accounts on a monthly basis, focusing specifically on outstanding balances greater than 90 days.*
- *Appropriate follow-up actions will be taken, including contacting responsible program staff, resolving discrepancies, and posting necessary journal entries to ensure timely and accurate recording.*
- *Reconciliations and related journal entries will have support and proper documentation.*

Expected Completion Date: Q3, 2025.

Person Responsible: *Controller.*

We will review the status of these observations during our next audit engagement. Our observations and recommendations which have been discussed with appropriate members of management, are intended to improve the internal control or result in other operating efficiencies. We will be pleased to discuss these comments in further detail at your convenience, perform any additional study of these matters or assist you in implementing the recommendations.

The Council's written response to the observations noted in our audit have not been subjected to the audit procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

This communication is intended solely for the information and use of the Board of Directors, management, and others within the Council, and is not intended to be and should not be used by anyone other than these specified parties.

Respectfully,

A handwritten signature in black ink that reads "Whitley Penn LLP". The signature is written in a cursive, flowing style.

Houston, Texas
May 8, 2025

2024 RETIREMENT PLAN FOR EMPLOYEES OF H-GAC

Background

N/A

Current Situation

N/A

Funding Source

N/A

Budgeted

N/A

Action Requested

Consideration of Audit Committee recommendations and approval of the 2024 Retirement Plan for the Employees of Houston-Galveston Area Council. (Staff Contact: Christina Ordonez-Campos)

PROCESS OVERVIEW AND INPUT SESSION FOR EXECUTIVE DIRECTOR PERFORMANCE AND COMPENSATION REVIEW

Background

At H-GAC the Executive Director receives an annual performance review around June or July each year. Our current evaluation process for the Executive Director has been in place for over 15 years and is outlined below. Last year the Finance & Budget Committee expressed interest in modernizing the process, making it more transparent for all involved, and to provide an opportunity for the Executive Director to establish yearly goals in collaboration with the committee. At the request of Judge Ty Prause, Chair of the Finance and Budget Committee, staff has outlined the current process for the Executive Director's performance and compensation review. This information will serve as the basis for a process overview and input session with the Committee during the May 2025 board meeting. The goal of this session is to provide clarity on the existing process and solicit feedback from Committee members regarding potential enhancements for the upcoming review cycle.

Current Situation

The current process for the Executive Director's compensation review generally follows these steps:

1. **Compensation Data Collection:** H-GAC Human Resources undertakes a comprehensive nationwide compensation survey, gathering data from comparable organizations. This survey aims to identify competitive salary benchmarks for similar executive roles, considering factors such as organizational size, budget, and scope of responsibilities. The sources for these comparisons are maintained confidentially to ensure the integrity of the data collection process.
2. **Executive Director Performance Feedback Survey:** An electronic survey is issued to all primary Board members with a deadline for submission. The individual submissions from board members are collected and treated with strict confidentiality. The results are aggregated and anonymized to protect the privacy of participating members and provided to the Committee chair.
3. **Committee Review and Discussion:** The Committee Chair receives the summary compensation data and performance results prior to a scheduled Committee Executive Session. At the Committee meeting, the data is presented, and a discussion ensues regarding potential salary adjustments for the Executive Director. The timeline for this discussion typically occurs within a month of the request being triggered by the chair of the Finance and Budget committee.
4. **Recommendation Formulation:** Following the review and discussion, the Finance and Budget Committee formulates a recommendation regarding the Executive Director's compensation. This recommendation is then presented to the full Board of Directors for consideration and approval.
5. **Board Action:** The Board of Directors reviews the recommendation from the Finance and Budget Committee and takes appropriate action.

In collaboration with Judge Prause, we'd like to receive Finance and Budget committee members input on any potential modifications to this process including potential additions to the survey or other relevant measures they would like to see incorporated

Funding Source

NA

Budgeted

NA

Action Requested

This item is for informational purposes and to facilitate a discussion with the Committee regarding the Executive Director performance and compensation review process. No formal action is requested at this time. (Contact: Judge Ty Prause)

EXECUTIVE DIRECTOR'S REPORT

Background

N/A

Current Situation

N/A

Funding Source

N/A

Budgeted

N/A

Action Requested

Report on current and upcoming H-GAC activities. (Staff Contact: Chuck Wemple)