



A G E N D A
HOUSTON-GALVESTON AREA COUNCIL
FINANCE AND BUDGET COMMITTEE MEETING
JANUARY 18, 2022 9:15 AM
3555 Timmons Lane, 2nd Floor Conference Room B
Houston, Texas 77027

1. CALL TO ORDER [https://us06web.zoom.us/meeting/register/tZUpceCrqT4iH90QbGurumX4HfDE5fkqtBgx](https://us06web.zoom.us/join/https://us06web.zoom.us/meeting/register/tZUpceCrqT4iH90QbGurumX4HfDE5fkqtBgx)
2. N/A
3. PUBLIC COMMENTS –
Members of the public may participate by sending comments to
BoardPublicComments@h-gac.com; by joining online via website; or by dialing US: 1-
888-788-0099 (Toll Free) or 1-877-853-5247 (Toll Free) (Webinar ID: 814 6937 5859;
Participant ID: 295707; Passcode: 229769)
4. DECLARE CONFLICTS OF INTEREST

ACTION

5. 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. N/A
 - b. INVESTMENT POLICY
Request approval of the 2022 Investment Policy. (Staff Contact: Nancy Haussler)
 - c. 2022 COMMUTE SOLUTIONS OUTREACH CAMPAIGN
Request authorization to contract with media vendors to purchase print/digital, social media, billboards, and radio/tv to promote commute solutions within the Gulf Coast region; total amount is \$250,000. (Staff Contact: Craig Raborn)
 - d. 2022 HURRICANE PREPAREDNESS OUTREACH CAMPAIGN
Request authorization to contract with media vendors to purchase radio, digital, and social media to promote hurricane preparedness within the Gulf Coast region; total amount is \$250,000. (Staff Contact: Craig Raborn)
 - e. PARKS AND NATURAL AREAS AWARDS - RESOLUTION
Request adoption of resolution recognizing January as Parks and Natural Areas Month in support of Parks and Natural Areas Awards program. (Staff Contact: Jeff Taebl)
6. FINANCE AND BUDGET COMMITTEE
Report on activities and Committee recommendations.
 - a. MONTHLY FINANCIAL REPORT – DECEMBER 2021

Request approval of the monthly financial report ending December 31, 2021.
(Staff Contact: Nancy Haussler)

7. HUMAN SERVICES

a. AGING SERVICES 2022 CONTRACTS

Request authorization to amend 2022 existing aging services contracts to \$1,836,682 and authorize new contracts for \$286,000 for a total of \$2,122,682.
(Staff Contact: Curtis Cooper)

8. N/A

9. N/A

10. EXECUTIVE SESSION

a. EXECUTIVE SESSION – CYBERSECURITY

The Board of Directors may go into executive session, if necessary, pursuant to Chapter 551.089 of the Texas Government Code to discuss security devices or security audits. (Staff Contact: Chuck Wemple)

11. EXECUTIVE DIRECTOR’S REPORT

12. 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.

INVESTMENT POLICY

Background

Houston-Galveston Area Council is required to maintain an Investment Policy that is consistent with the Public Funds Investment Act. The policy must identify that the goal of public investment is (1) a protection of principal; and (2) an increase on earnings through allowable investments. The policy is subject to revision as the law changes and the investment landscape changes.

Current Situation

The Public Funds Investment Act requires that we annually submit our written policy to our governing body for approval. This policy is being submitted to assure compliance with the act.

Funding Source

N/A

Budgeted

N/A

Action Requested

Request approval of the 2022 H-GAC Investment Policy. (Staff Contact: Nancy Haussler)

ATTACHMENTS:

▢ 2022 Investment Policy

Cover Memo

I. OBJECTIVES

- Understand suitability of investments to the financial requirements of H-GAC
- Preservation and safety of principal
- Financial security and liquidity of H-GAC funds
- Ability to liquidate investments before their maturity should the need arise.
- Diversification of the investment portfolio.
- Maximize interest yield of funds through methods allowed under Federal and State law.

II. RESPONSIBILITY

Planning the investment program is the joint responsibility of the Controller, the Executive Director, and the Investment Officer. The investment program shall be reviewed and approved by the Budget and Finance Committee and Board of Directors prior to its institution. Any policy changes requires similar approval.

An investment officer must be designated and approved by the Budget and Finance Committee and the Board of Directors. The investment officer will be responsible for effectively supervising and managing the assets of the investment fund.

H-GAC investments shall be made with judgement and care under circumstances then prevailing that persons of prudence, discretion, and intelligence exercise the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

III. AUTHORIZED INVESTMENTS

The following are authorized investments for H-GAC funds:

1. Obligations of the United States or its agencies and instrumentalities.
2. Direct obligations of the State of Texas or its agencies.
3. Other obligations, the principal of the interest on which are unconditionally guaranteed or insured by the State of Texas or the United States.
4. General obligations of states, agencies, counties, cities, and other political subdivisions of any state having been rated as to investment quality by a nationally recognized investment rating firm and having received a rating of not less than A or its equivalent.
5. Certificates of Deposit issued by State and National banks domiciled in the State of Texas the payment of which is insured in full by the Federal Deposit Insurance Corporation.

6. Fully collateralized direct Repurchase Agreements with a defined termination date purchased pursuant to a master contractual agreement which specified the rights and obligations of both parties and which requires that securities involved in the transaction be held in a safekeeping account subject to the control and custody of H-GAC.
7. No Load Money Market Mutual Funds and No Load Mutual Funds. To be an allowable investment, money market funds must adhere to a 90-day weighted average maturity. No-load mutual funds with a weighted average maturity of up to 2 years are allowable if they are registered with the Securities and Exchange Commission, invest exclusively in obligations authorized by the Public Funds Investment Act, adhere to the requirements set forth for investment pools and are continuously rated by at least one nationally recognized investment rating firm at not less than AAA or its equivalent. A government may invest no more than 15% of its operating funds (excluding bond proceeds, reserves, and debt service funds) in this type of mutual fund.
8. Time deposits in the Council's depositories.
9. Investment pools created to function as money market funds must mark-to-market daily and maintain a market value ratio between .995 and 1.005. These pools must be continuously rated no lower than AAA, AAA-m or an equivalent rating by at least one nationally recognized rating agency.
10. Banker's Acceptances 1) 270 days or fewer, 2) Liquidated in full at maturity, 3) Eligible Federal Reserve Bank collateral, 4) U.S. Bank rated not less than A-1 or P-1.
11. Any combination of the foregoing.

Any law passed by the Texas State legislature changing the scope of legal investments available to a Council of Governments shall be considered included as part of this Investment Policy.

H-GAC monitors investments upon each maturity and compares interest rates offered from various brokers and the state of Texas to assure that rates are competitive for the market. Such comparisons are reviewed by the investment officer and the CFO before investments are made. The comparison analysis is retained for review.

IV MATURITY OF INVESTMENTS

The Council measures interest rate risk using the weighted average maturity method based on the fund in which the Council makes investments.

For pooled funds, the portfolio is measured using the dollar-weighted average maturity allowed based on the stated maturity date for the portfolio as a whole. (2256.005c)

Portfolio maturities will be structured to meet the liquidity needs of H-GAC first and then to achieve the highest prudent return of interest. When H-GAC has

funds that will not be needed to meet current-year obligations, maturity restraints will be imposed based upon H-GAC's investment strategy for each fund. The maximum allowable stated maturity of any individual investment owned by H-GAC is five years unless specific authority is given to exceed this limit.

Reserve funds may be invested in securities exceeding five years if the maturity of such investments is made to coincide as nearly as practicable with the expected use of funds. Any proposed investments in securities exceeding five years maturity must be disclosed to and approved by the Budget and Finance Committee and the Board of Directors including any appropriate time restrictions. The settlement of all transactions, except investment pool funds and mutual funds, is on a delivery versus a payment basis.

I. COLLATERALIZATION REQUIREMENTS

H-GAC's depository accounts must be collateralized. The H-GAC Budget and Finance Committee and the Board of Directors shall select the form of securities pledge contract or surety bond used to secure H-GAC funds. Additional, substitution, or withdrawal of collateral for H-GAC funds shall be subject to approval of H-GAC's Board of Directors.

The Investment Officer is authorized to accept from depositories of H-GAC funds, as security for deposits, the following kinds of securities: Direct obligations of the United States of America backed by its full faith and credit; evidence of indebtedness guaranteed by Federal Intermediate Credit Banks, Federal Land Banks, Banks for Cooperative, Federal Farm Credit System, Federal Home Loan Banks, Federal National Mortgage Association; any general or special obligations (approved by the Attorney General of Texas) issued by a State of Texas public agency payable from taxes, revenues, either or both, provided all of such obligations are rated A or better by a generally recognized national bond-rating agency.

At all times, such securities shall have a market value of not less than 100% of the amount of the deposits secured thereby, adjusted by the insurance coverage provided those deposits by the Federal Deposit Insurance Corporation.

VI WRITTEN CERTIFICATION FROM INVESTMENT FIRMS

H-GAC may conduct business with any broker licensed to do business in the State of Texas and authorized to negotiate transactions on the national stock exchange. Qualified brokers will be approved by H-GAC's Budget and Finance Committee and Board of Directors to conduct investment transactions on behalf of the Council. Any business organization which seeks to sell an authorized investment to H-GAC must provide a written instrument certifying that they have received and thoroughly reviewed H-GAC's investment policy and have implemented

reasonable procedures and controls in an effort to preclude imprudent or noncompliant investment activities arising from investment transactions.

The governing body of an entity subject to this subchapter or the designated investment committee of the entity shall, at least annually, review, revise, and adopt a list of qualified brokers that are authorized to engage in investment transactions with the entity.

VII PROHIBITED TRANSACTIONS

The Investment Officer is prohibited from:

1. shorting securities;
2. selling calls on securities owned by H-GAC;
3. entering into reverse repurchase agreements
4. trading in options or futures contracts
5. purchasing mortgage-backed derivatives known as principal only (PO's), interest only (IO's) and inverse floaters;
6. purchasing or selling securities from dealers or public depositories other than those approved by the Budget and Finance Committee;
7. making any other investment transaction on behalf of H-GAC that is prohibited by law or that has not been authorized by the Budget and Finance Committee.

VIII REPORTING REQUIREMENTS

The investment officer is responsible for preparing and submitting quarterly written reports of investment transactions and performance to the Budget and Finance Committee and the Executive Director as described in the Public Funds Investment Act. The report must:

1. Describe in detail the investment position of H-GAC on the date of the report;
2. Be prepared and signed by the investment officer.
3. State the book value and market value of each separately invested asset at the beginning and end of the reporting period by the type of asset and fund type invested;
4. State the maturity date of each directly held separate asset that has a maturity date;
5. Contain a summary statement of each pooled fund group that states the:
 - a. beginning and ending market values for the reporting period, and
 - b. additions and changes to the market value during the period;
6. State the compliance of the investment portfolio of H-GAC as it relates to:
 - a. the investment strategy expressed in H-GAC's investment policy, and
 - b. relevant provisions of Government Code Section 2256.023
7. State the percentage of the total portfolio which each type of investment represents.

In conjunction with H-GAC's annual financial audit, a compliance audit shall be performed for management controls on investment and adherence to the H-GAC's investment policies.

If the investment officer has a personal business relationship with an entity or is within the second degree by affinity or consanguinity to an individual seeking to sell an investment to H-GAC, the investment officer must file a statement disclosing that personal business interest, or relationship, with the Texas Ethics Commission, the Budget and Finance Committee, and the Board of Directors.

In addition, investment pools must provide investment officers with a disclosure instrument which contains specific and detailed information. Investment pools must provide investment officers with transaction confirmations and a detailed monthly report.

IX CONTINUING EDUCATION

It is H-GAC's policy to provide training required by the Public Funds Investment Act and periodic training in investments for the investment officer through courses and seminars offered by professional organizations and associations in order to insure the quality, capability, and currency of the investment officer in making investment decisions. The investment officer must attend at least one training session relating to the officer's responsibilities within 12 months of assuming duties

X NOTIFICATION OF INVESTMENT CHANGES

It shall be the duty of the investment officer to notify the Budget and Finance Committee of any significant changes in current investment methods and procedures prior to their implementation, regardless of whether they are authorized by this policy or not.

2022 COMMUTE SOLUTIONS OUTREACH CAMPAIGN

Background

The Houston-Galveston Area Council seeks to expand its Commute Solutions marketing and outreach campaign. The goal of the campaign is to increase awareness about the various commute options that are available in the region to reduce peak hour congestion and improve air quality. The campaign will focus on major employers and commuters living alongside of the highly congested corridors in the region.

Current Situation

The marketing and outreach campaign will include advertisements with various media outlets to reach employers, universities, and residents working or living within these areas, and will support shifting peak hour travel behavior towards more efficient use of our existing transportation networks.

The 2022 campaign media buys will be conducted by the H-GAC Communications Department. A list of potential vendors and estimated budget for each is listed below:

Type	Amount	Potential Vendors
Print/Digital Advertising	\$50,000	Houston Chronicle, Houston Business Journal, CityBook, Google; Cox Media – KKBQ, KTHT, iHeart – KOVE, KAMA, KBXX, KMJQ, KODA, KQBT, KTBZ, KRBE, Texas Southern University, University of Houston
Social Media	\$50,000	Facebook, Twitter, Instagram, LinkedIn
Billboards	\$100,000	Outfront, SignAd, ClearChannel, Lamar
Radio/TV	\$30,000	KTRK, KPRC, KIAH-TV; KRIV, Cox Media – KKBQ, KTHT, iHeart – KOVE, KAMA, KBXX, KMJQ, KODA, KQBT, KTBZ, KRBE, Texas Southern University, University of Houston, Spotify, Pandora
Tradeshows	\$20,000	Greater Houston Partnership, HR Houston, Texas Parking and Transportation Association

The proposed timeline for the campaign is from February 2022 through February 2023. This project is included in the Transportation Improvement Program and is funded through the federal transportation funds.

Funding Source

Federal – Congestion Mitigation and Air Quality Funds

Budgeted

Yes

Action Requested

Request authorization to contract with media vendors to purchase print/digital, social media, billboards, and radio/tv to promote commute solutions within the Gulf Coast region; total amount is \$250,000. (Staff Contact: Craig Raborn)

2022 HURRICANE PREPAREDNESS OUTREACH CAMPAIGN

Background

In collaboration with our state and local jurisdictions, the Houston-Galveston Area Council seeks to continue its annual Hurricane Preparedness Outreach Campaign. The goal of the outreach campaign is to increase awareness about hurricane evacuation planning, especially for those residents living in zip code zones that are subject to storm surge.

Current Situation

The outreach campaign will include advertisements with various media outlets to reach residents living within the zip code zones and the surrounding areas. The campaign will advertise in English and Spanish to direct people to the Houston-Galveston Area Council's hurricane evacuation planning website.

The 2022 zip zone map campaign media buys will be conducted by the H-GAC Communications Department. Based on demographic research on residents in the zip code zones, a list of potential vendors and estimated budget for each is listed below:

Type	Amount	Potential Vendor
Digital	\$80,000	Houston Chronicle, KPRC Click 2 Houston, KHOU, ABC13, Texas A&M, University of Houston
Social Media	\$10,000	Facebook, Twitter, Instagram, LinkedIn
Radio	\$130,000	Cox Media – KKBQ, KTHT, iHeart – KOVE, KAMA, KBXX, KMJQ, KODA, KQBT, KTBZ, KRBE, Texas Southern University, Texas A&M, University of Houston
Movie Theaters	\$30,000	CineMedia

The proposed timeline for the campaign is from May through November 2022. This effort is included in the H-GAC Unified Planning Work Program.

Funding Source

Federal - Transportation Planning Funds

Budgeted

Yes

Action Requested

Request authorization to contract with media vendors to purchase radio, digital, and social media to promote hurricane preparedness within the Gulf Coast region; total amount is \$250,000. (Staff Contact: Craig Raborn)

PARKS AND NATURAL AREAS AWARDS – RESOLUTION

Background

The Parks and Natural Areas Subcommittee of H-GAC's Natural Resources Advisory Committee has a mission to promote the expansion and enhancement of the region's parks and natural areas. The subcommittee, which includes representatives of local governments, state agencies, nonprofit organizations, and the private sector, established an awards program in 2006 to highlight best practices and innovative approaches to parks planning and implementation.

Current Situation

There were 18 applications submitted by local entities for the 2021 Parks and Natural Areas Awards program. Winners were selected by a panel of six judges.

To celebrate this year's honorees and support the goals of the region's program, H-GAC Board members, honorees, and guests are invited to attend a recognition ceremony at 10:00 a.m. Friday, February 11 on Zoom.

Winners are listed in the attached document.

Funding Source

N/A

Budgeted

N/A

Action Requested

Request adoption of resolution recognizing January as Parks and Natural Areas Month in support of Parks and Natural Areas Awards program. (Staff Contact: Jeff Taebel)

ATTACHMENTS:

▣ Parks and Natural Areas Awards Honorees Other

PARKS AND NATURAL AREAS HONOR AWARDS

There were 18 applications submitted by local entities for the 2021 program. Winners were selected by a panel of six judges.

Categories are Planning Process/Policy Tools; Projects Over \$500,000; Projects Under \$500,000; Planning Process/Policy Tools; and Programming. This year's honorees are as follows:

H-GAC Parks and Natural Areas Awards Winners

Planning Process / Policy Tools

- Mont Belvieu City Park Phase II & III Master Plan (City of Mont Belvieu)

Projects Over \$500,000

- Brock Adventure Park (City of Houston Parks and Recreation Department)

Projects Under \$500,000

- HPARD's Riparian Restoration Initiative Pilot Project (City of Houston Parks and Recreation Department)

Programming

- Outdoor Education Initiative (City of League City Parks and Recreation Department)

H-GAC Parks and Natural Areas Awards Honorable Mention

Planning Process / Policy Tools

- Joe Matthews Park (City of Mont Belvieu)
- John Paul Landing North Basin Cell (Harris County Precinct Three)

Projects Over \$500,000

- Prairieland Village (The Howard Hughes Corporation)

Projects Under \$500,000

- 3rd Ward Chess Park (Ed Pettitt)
- Keep Friendswood Beautiful Pollinator Garden (Keep Friendswood Beautiful/City of Friendswood)

Programming

- Woodchase Park Programming (Westchase District)

H-GAC Parks and Natural Areas Awards Special Recognition

Planning Process / Policy Tools

- Baytown Parks, Recreation, Trails, and Open Space Master Plan (City of Baytown Parks and Recreation Department)
- Super Dave's All Abilities Park (Fort Bend County)
- Waller County Parks, Trails, & Open Space Master Plan (Waller County)

Projects Under \$500,000

- Amistad Community Park Splashpad (City of Bay City)
- East End Lagoon (Galveston Island Park Board of Trustees)
- Sneed Dog Park (Westchase District)

Programming

- Adventures with Edu-Katie: An Environmental Education Video Series (City of Pearland Parks & Recreation - Natural Resources Division)
- Friendswood Fairy Trail (Keep Friendswood Beautiful)

MONTHLY FINANCIAL REPORT – DECEMBER 2021

Background

N/A

Current Situation

N/A

Funding Source

N/A

Budgeted

N/A

Action Requested

Request approval of the monthly financial report ending December 31, 2021. (Staff Contact: Nancy Haussler)

ATTACHMENTS:

▢ December 2021 Monthly Report

Cover Memo

HOUSTON-GALVESTON AREA COUNCIL
FINANCIAL STATUS REPORT
For the Twelve Months Ended December 2021

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		Budget Year to date	Actual Year to date	Variance Dollar	%
Combined Revenues and Expenditures					
	Revenues	\$ 405,949,788	\$ 349,024,417	\$ (56,925,371)	-14%
	Expenditures	(405,424,075)	(347,041,415)	58,382,660	-14%
	Change in Combined Fund Balance	\$ 525,713	\$ 1,983,001	\$ 1,457,288	

Change in Fund Balance by Fund Type							
	Change in fund balance - General Fund	\$	80,485	\$	171,280	\$	90,795
	Change in fund balance - Gulf Coast Regional 911		895,509		1,667,226		771,717
	Change in fund balance - Enterprise Fund		245,244		144,495		(100,749)
	Total Change in Fund Balances	\$	1,221,238	\$	1,983,001	\$	761,763

Variance Analysis

The presentation of the change in fund balance by fund type is intended to highlight the effects of revenue and expenditure transactions by fund. The General Fund (GF) consists of those funds not associated with grant programs or enterprise activities. The Special Revenue Fund (SRF) consists of those funds that are restricted for a specific purpose. HGAC's grant programs are in this fund. The Enterprise Fund is used to track activities of the Cooperative Purchasing program and the Energy Purchasing Corporation. The variances of specific revenues and expenditures are explained on the second page of this report.

*** The Cooperative Purchasing program has contributed a \$154,790 an increase toward the Enterprise fund balance YTD, and the Energy Purchasing Corporation is reflecting a (\$10,295) decrease to the Enterprise fund balance.

**HOUSTON-GALVESTON AREA COUNCIL
FINANCIAL STATUS REPORT
For the Twelve Months Ended December 2021**

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	Annual Budget	Budget Year to Date	Actual Year to Date	Variance Dollar	%
Revenues					
General and Enterprise Fund					
Membership dues	\$ 395,538	\$ 395,538	\$ 384,743	\$ (10,795)	-3%
HGAC Energy Purchasing Corporation (a)	90,000	90,000	78,678	(11,322)	-13%
Cooperative Purchasing fees (b)	5,500,000	5,500,000	4,359,291	(1,140,709)	-21%
Gulf Coast Regional 911 fees	2,728,558	2,728,558	4,060,432	1,331,874	49%
Interest Income (c)	25,000	25,000	3,105	(21,895)	-88%
Other	5,667,519	5,667,519	4,180,112	(1,487,407)	-26%
Total General and Enterprise Fund revenues	\$ 14,406,615	\$ 14,406,615	\$ 13,066,363	\$ (1,340,252)	-9%
Special Revenue Fund					
Federal Grant (d)	\$ 3,483,782	\$ 3,483,782	\$ 319,234	\$ (3,164,548)	-91%
State Grants	388,059,391	388,059,391	335,638,820	(52,420,571)	-14%
Total Special Revenue Fund revenues	\$ 391,543,173	\$ 391,543,173	\$ 335,958,054	\$ (55,585,119)	-14%
Total Revenues	\$ 405,949,788	\$ 405,949,788	\$ 349,024,417	\$ (56,925,371)	-14%
Expenditures					
Personnel	\$ 27,109,725	\$ 27,109,725	\$ 25,928,825	\$ (1,180,900)	-4%
Pass-through funds - grant {e}	363,718,774	363,718,774	307,966,670	(55,752,104)	-15%
Consultant and contract services	8,030,158	8,030,158	8,041,787	11,629	0%
Lease of office space	1,851,444	1,851,444	1,721,715	(129,729)	-7%
Equipment (g)	1,920,640	1,920,640	581,355	(1,339,285)	-70%
Travel (f)	263,448	263,448	89,465	(173,983)	-66%
Other expense	2,529,886	2,529,886	2,711,599	181,713	7%
Total Expenditures	\$ 405,424,075	\$ 405,424,075	\$ 347,041,415	\$ (58,382,660)	-14%
Excess of Revenues over(under) Expenditures	\$ 525,713	\$ 525,713	\$ 1,983,001	\$ 1,457,288	

Variances:

NOTE: These numbers are preliminary. H-GAC will need more time to complete the closing of the books for 2021.

- a). The Energy Purchasing Corporation will not meet revenue projections this year. A new vendor has been engaged to improve performance, but results may lag in the short-term
- b). H-GAC uses the accrual basis of accounting for the Cooperative Purchasing program, so final revenue for 2021 has not been fully booked at this time.
- c). Interest income is down due to the Federal Reserve holding interest rates low. H-GAC will have some investment maturities before the end of the year.
- d) Federal pass-through revenue and expense in an EPA program administered by the Transportation department is delayed in 2021. This funding and revenue will be included in the 2022 fiscal year budget.
- e) Pass-thru expenses and corresponding revenue is down in three major program areas: Transportation, Workforce, and Aging Services. All three received additional funds during the year which have not been spent. The grantors are allowing most of this money to carry forward into 2022.
- f) Travel was restricted in 2021 due to Covid.
- g). Equipment budget included a tenant improvement allowance for modifications to H-GAC's office space. While some funds have been spent on planning these renovations, the bulk of the renovation will occur in 2022 after Board approval.

AGING SERVICES 2022 CONTRACTS

Background

H-GAC is the Area Agency on Aging for 12 of the 13 counties in our region (not including Harris County). Each year we contract with community organizations to provide nutrition, transportation, and direct in-home services, such as personal assistance, respite care, residential repair, health maintenance, emergency response, and health promotion – for individuals 60 years and older.

Current Situation

At its December 2021 meeting, the Aging and Disability Advisory Committee approved the attached recommendations to amend 2022 contracts and to authorize new 2022 direct service contracts.

- **Contract Amendments:** We received supplemental funds from the Health and Human Services Commission to provide additional nutrition and direct support services. The Advisory Committee recommends increasing contracts for existing 2022 community providers who have capacity to provide additional services and have met or exceeded program performance this year.
- **New Contracts:** We solicited proposals for personal assistance, respite care and residential repair providers to serve underserved counties in the region. We received five proposals, and after scoring and review, the Advisory Committee recommends contracting with two new providers: Fidelity Home Services and Legacy Healthcare Services.

The attachment summarizes the recommendations to amend 2022 contracts for nutrition and transportation and to authorize two new contracts for direct services.

Funding Source

Texas Health and Human Services Commission

Budgeted

Yes

Action Requested

Request authorization to amend 2022 existing aging services contracts to \$1,836,682 and authorize new contracts for \$286,000 for a total of \$2,122,682. (Staff Contact: Curtis Cooper)

ATTACHMENTS:

▢ Aging Funding Recommendations

Backup Material

HOUSTON-GALVESTON AREA COUNCIL / AREA AGENCY ON AGING
FY 2022 Aging Contract Recommendation
Community Providers

Contractor Name	Service Area	2022 Current Contract	2022 New Contract	2022 Amended	2022 Contract Total	Service(s)
Actions of Brazoria County	Brazoria	\$ 680,392		\$ 152,634	\$ 833,027	Congregate & Home Delivered Meals, Transportation
Catholic Charities of the Archdiocese of Galveston-Houston	Fort Bend	\$ 248,720		\$ 83,138	\$ 331,857	Congregate Meals
Cleveland Senior Citizens Organization	Liberty	\$ 161,103		\$ 19,465	\$ 180,567	Congregate & Home Delivered Meals, Transportation
Colorado Valley Transit, Inc.	Austin Waller	\$ 106,753		\$ -	\$ 106,753	Transportation
Economic Action Committee of the Gulf Coast	Matagorda	\$ 126,868		\$ 27,766	\$ 154,634	Congregate & Home Delivered Meals, Transportation
Fort Bend Seniors Meals on Wheels & Much Much More, Inc.	Fort Bend	\$ 1,160,747		\$ 263,270	\$ 1,424,017	Congregate & Home Delivered Meals, Transportation
Fort Bend Seniors Meals on Wheels & Much Much More, Inc. - Waller County Sr. Citizens	Waller	\$ 81,347		\$ 22,479	\$ 103,825	Congregate & Home Delivered Meals
Galveston County	Galveston	\$ 514,110		\$ 55,377	\$ 569,487	Congregate Meals and Transportation
G.R,A.C.E Initiative of South Liberty County	Liberty	\$ 46,044		\$ 23,790	\$ 69,834	Home Delivered Meals
Helping One Another, Inc. of Austin County	Austin	\$ 79,547		\$ 18,885	\$ 98,432	Congregate & Home Delivered Meals
Interfaith Ministries for Greater Houston	Galveston	\$ 231,728		\$ 123,258	\$ 354,986	Home Delivered Meals
Meals on Wheels Montgomery County	Montgomery	\$ 957,194		\$ 216,611	\$ 1,173,805	Congregate & Home Delivered Meals, Transportation

Senior Center of Walker County	Walker	\$ 141,336		\$ 28,044	\$ 169,381	Congregate & Home Delivered Meals, Transportation
Senior Citizens Project of Chambers County	Chambers	\$ 60,989		\$ 18,431	\$ 79,420	Home Delivered Meals & Transportation
Wharton County Junior College - Colorado County	Colorado	\$ 98,325		\$ 18,103	\$ 116,428	Congregate & Home Delivered Meals, Transportation
Wharton County Junior College - Wharton County	Wharton	\$ 144,455		\$ 28,765	\$ 173,220	Congregate & Home Delivered Meals, Transportation
Total		\$ 4,839,656		\$ 1,100,016	\$ 5,939,672	

HOUSTON-GALVESTON AREA COUNCIL / AREA AGENCY ON AGING
2022 Aging Contract Recommendation
Direct Service Providers

Contractor Name	Service Area	2022 Current Contract	2022 New Contract	2022 Amended	2022 Contract Total	Service(s)
ADT US Holding	12 County Region	\$ 22,000		\$ 2,550	\$ 24,550	Emergency Response Services
Aegis Senior Care Group, LLC	12 County Region	\$ 88,040		\$ 38,500	\$ 126,540	Personal Assistance, Respite
American Primary Home Car, LLC.	12 County Region	\$ 80,700		\$ 38,500	\$ 119,200	Personal Assistance, Respite
Brown Sterling Construction	12 County Region	\$ 440,300		\$ 225,033	\$ 665,333	Residential Repair
EntraMed, Inc. dba Sentido Health	12 County Region	\$ 102,700		\$ 7,000	\$ 109,700	Health Maintenance
Excello Construction	12 County Region	\$ 440,300		\$ 225,033	\$ 665,333	Residential Repair
Fidelity Home Health Services, LLC.	12 County Region		\$ 143,000		\$ 143,000	Personal Assistance, Respite

Haselden HomeCare LLC dba Synergy Home Care - Katy	12 County Region	\$ 102,700		\$ 38,500	\$ 141,200	Personal Assistance, Respite
Ike McDonald dba Legacy Health Care Service	12 County Region		\$ 143,000		\$ 143,000	Personal Assistance, Respite
Merc Medical Supply	12 County Region	\$ 117,400		\$ 7,000	\$ 124,400	Health Maintenance
MiMac Health Services, Inc.	12 County Region	\$ 190,760		\$ 79,500	\$ 270,260	Participant Assessment, Respite Care, Personal Assistance, Health Maintenance
Mosher Initiatives Inc. dba Synergy HomeCare	12 County Region	\$ 117,400		\$ 72,500	\$ 189,900	Personal Assistance, Respite
Valued Relationships, Inc.	12 County Region	\$ 11,700		\$ 2,550	\$ 14,250	Emergency Response Services
Total		\$ 1,714,000	\$ 286,000	\$ 736,666	\$ 2,736,666	
Grand Total		\$ 6,553,656	\$ 286,000	\$ 1,836,682	\$ 8,676,338	

EXECUTIVE SESSION – CYBERSECURITY

Background

Chapter 551 of the Texas Government Code permits the Houston-Galveston Area Council Board of Directors to meet in closed session.

Current Situation

Pursuant to Chapter 551 of the Texas Government Code, the H-GAC Board is not required to conduct an open meeting to deliberate on security assessments or deployments related to information resources technology; network security information as described by Section 2059.055(b) or the deployment, or specific occasions for implementation, of security personnel, critical infrastructure, or security devices.

Funding Source

N/A

Budgeted

N/A

Action Requested

The Board of Directors may go into executive session, if necessary, pursuant to Chapter 551.089 of the Texas Government Code to discuss security devices or security audits. (Staff Contact: Chuck Wemple)