



- A. Call to Order & Declaration of a Quorum
- B. Invocation and Pledges
- C. Welcome Guests
- D. **Induct New Governing Board Members for 2019-2021**  
TCOG Governing Board Pledge:  
In accepting this responsibility as a Governing Board member, do you pledge: to uphold the bylaws of the organization, to be faithful in attendance, to strive to achieve the TCOG mission while representing our constituents, to foster full and active participation of all Governing Board members, and to promote our strengths as a region.
- E. **Executive Director's Report**
  - 1. Strategic Plan Update
  - 2. Senior Corps Program Presentation
- F. **Approval of Minutes:** Approve Meeting Minutes for June 20, 2019 – **page 2**
- G. **Action**
  - 1. **United Way of Grayson County Application (ES):** Authorize and approve acceptance of the United Way of Grayson County Grant for the Texoma Senior Corps Foster Grandparent Program.  
**Virginia Rhodes, Texoma Senior Corps Program Manager – page 3**
  - 2. **TCOG 9-1-1 Program Interlocal for Backup and Training PSAP (RS):** Authorize the execution of Interlocal Agreements for 9-1-1 Public Safety Answering Point (PSAP) services for the period September 1, 2019 through August 31, 2021 with TCOG.  
**CJ Durbin-Higgins, Public Safety Program Manager – page 12**
  - 3. **FYE 2019 Cost Pool Budgets Update (AF):** Accept recommendation, if any, regarding TCOG's FYE 2019 Cost Pool Budgets.  
**Mindi Jones, Finance Director – page 27**
  - 4. **FYE 2019 Cost Pool Allocations (AF):** Accept recommendation, if any, regarding TCOG's FYE 2019 Cost Pool Budget Rate changes.  
**Mindi Jones, Finance Director**
- H. **President's Report**
- I. **Adjourn**

APPROVAL

Eric M. Bridges, Executive Director

**Members Present:** Jason Brinkley, Debbie Barnes-Plyler, Bryan Wilson, Bob Rhoden, Ken Keeler, Tony Rodriguez, Cecil Jones, Jeff Whitmire, Randy Moore, Josh Stevenson

- A. Jason Brinkley called the meeting to order and declared a quorum at 5:30 p.m.
- B. Cecil Jones provided the invocation followed by Jeff Whitmire who led the pledges.
- C. Welcome Guests & Staff: Eric Bridges, Bill Lindsay, Mindi Jones, CJ Durbin-Higgins, Judy Conner, Delano Smith, Judy Fullylove, Beth Eggar, Brandon Shelby, Mary Browning-Rodriguez, Sean Norton, Molly Guard
- D. Bob Rhoden was inducted as a new Governing Board member representing Denison ISD for 2019-2021.
- E. Debbie Barnes-Plyler made a motion to accept the slate of officers and subcommittee members as recommended by the nominating committee, which was comprised by Ken Keeler, Jason Fox, and Bryan Wilson. This includes the same officers – Jason Brinkley, President; Jeff Whitmire, Vice President; Teresa Adams, Secretary/Treasurer – as well as the following members for each committee:
  - 1. Human Resources Advisory Committee: Debbie Barnes-Plyler, Tony Rodriguez, & Ken Keeler
  - 2. Audit & Finance Review Committee: Bryan Wilson, Cecil Jones, Cooke County Community Representative Ken Keeler seconded this motion. Motion carried unanimously.
- F. Executive Director's Report
  - 1. Eric Bridges took the opportunity to notify the board of revised efforts for program presentations at the board meetings, which will provide a focus on actual service delivery & impact. Additionally, he updated the board on the status of the new HR specialist, Kay Black, who will begin on June 24; and the status of our current audits/monitorings.
- G. Bryan Wilson made a motion to approve Meeting Minutes for May 16, 2019. Josh Stevenson seconded this motion. Motion carried unanimously.
- H. **Action**
  - 1. Debbie Barnes-Plyler made a motion to ratify the lease agreement between Texoma Council of Governments and Serve Denton. Tony Rodriguez seconded this motion. Motion carried unanimously.
  - 2. A motion was made by Josh Stevenson to authorize the execution of Interlocal Agreements for 9-1-1 Public Safety Answering Point (PSAP) services for the period September 1, 2019 through August 31, 2019 with the City of Bonham, Fannin County, Grayson County, City of Whitesboro, City of Gainesville and Cooke County. Ken Keeler seconded this motion. Motion carried unanimously.
  - 3. There was no recommendation and therefore no action made with regard to TCOG's FYE 2019 Cost Pool Budgets.
  - 4. There was no recommendation and therefore no action made regarding TCOG's FYE 2019 Cost Pool Budget Rate changes.
- I. Jason Brinkley adjourned the meeting at 6:38 p.m.



**TO:** TCOG Governing Board  
**THRU:** Judy Conner, Area Agency on Aging Director *JC*  
**FROM:** Virginia Rhodes, Texoma Senior Corps Program Manager *VR*  
**DATE:** July 11, 2019  
**RE:** United Way of Grayson County Grant Application

**RECOMMENDATION**

Authorize and approve acceptance of the United Way of Grayson County Grant for the Texoma Senior Corps Foster Grandparent Program.

**BACKGROUND**

Texoma Senior Corps is responsible for connecting senior volunteers age 55 and older and their life experiences and skills to specific needs within our community. The Foster Grandparent Program (FGP) consist of senior volunteers who serve as mentors to children with special needs in schools, daycares and/or afterschool programs. Their goal is to provide positive impacts that result in successful outcomes. To become an FGP volunteer a participant’s income cannot exceed over 200% of the poverty level. FGP volunteers currently must be willing to serve a minimum 15 hours a week, and pass a physical, and criminal background check. The program is partially-funded by federal, state and local contributions.

**DISCUSSION**

Texoma Senior Corps will use these funds to support Foster Grandparent volunteers in Grayson County whose primary focus is mentoring at-risk children in area schools, daycares, and after school programs. Funds will support transportation assistance, a small hourly stipend, miscellaneous supplies, and recognition. Our program volunteers commit to serving a minimum of fifteen hours each week and serve approximately 140 children annually. In 2018, forty-one FGP volunteers served 42,825 hours in thirty-one stations.

**BUDGET**

The funding of \$10,000 will be used to supplement the Texoma Senior Corps Foster Grandparent budget for Grayson County to provide senior mentoring services to at-risk children in Grayson County schools, daycares and/or afterschool programs.



## 2019 UNITED WAY – GRAYSON GRANT

**AMOUNT REQUESTED FOR FGP - \$20,000**

### **COMMUNITY IMPACT**

The Foster Grandparent program addresses the Impact Area of Education. The Texoma Regional Foundation - Foster Grandparent Program's goal is to connect senior volunteers, their life experiences, and skills to specific needs of our area youth resulting in a win-win situation. Texoma Foster Grandparents serve as role models, mentors, and friends to these children with exceptional needs providing a proven intergenerational mentoring program that is much needed in our area. In 2016, Grayson County schools served 2351 students in special education and 1731 students in English Second Language (ESL) programs. About 38% of children in Grayson County live in single-parent households. Nationally, based on the most current data, students with special needs make up 13% of total public school enrollment. According to the Center of Evidence Based Social Sciences, older adult mentors are instrumental in teaching social skills, modeling behavior and assisting with diverse social interaction. A 2013 study of at-risk youth according to mentoring.org found that after an average of 10 months of mentoring, mentored youth fared better than those without mentors in emotional/psychological well-being, social relationships, academic attitudes and self-reported grades. There were also notable reductions in depression symptoms across all groups who participated. After 13 months of mentoring, youth also displayed greater acceptance by their peers, and more positive beliefs about their ability to succeed in school and achieve better grades in school. Overall, mentored youth were more likely to show improvement on multiple social, emotional, and academic levels. According to research statistics from the Corporation for National and Community Service -

- Students who meet regularly with their mentors are 52% less likely than their peers to skip a day of school and 37% less likely to skip a class.
- Youth who meet regularly with their mentors are 46% less likely than their peers to start using illegal drugs and 27% less likely to start drinking.
- Seventy-six percent of at-risk young adults who had a mentor aspire to enroll in and graduate from college versus half of at-risk young adults who had no mentor. They are also more likely to be enrolled in college.
- Mentoring reduces “depressive symptoms” and increases “social acceptance, academic attitudes and grades.”

**PROVIDE THE PROGRAM BACKGROUND – YEAR STARTED , ACCOMPLISHMENTS**

The National Foster Grandparent Program (FGP), which began in 1965, provides loving and experienced tutors and mentors to children with special needs of all ages. The Texoma Foster Grandparent Program became active in 1997 as a part of the Texoma Area Agency on Aging and is primarily funded by the Corporation for National and Community Services. The program's local sponsor, the Texoma Council of Governments, created in 1968, is an organization comprised of city and county governments, colleges, school districts, and chambers of commerce determined to build strength through regional cooperation. Their focus is to work continually to improve the economic, social, and educational opportunities for the citizens of the counties they serve. The goal of the Texoma Foster Grandparent Program is to connect senior volunteer mentors, their life experiences, and skills to specific needs in our area youth. Our primary focus is on the academic, social and developmental needs of area children. Partnering seniors who want to serve with young people who need the service, enhances awareness of the strengths and needs of our older population as well as promotes the continued development of a coordinated and comprehensive system of support for our at-risk youth. There are currently 31 stations (where our volunteers serve) and 37 Foster Grandparent volunteers participating in our program. The Texoma Foster Grandparent Program provides support in three counties, Grayson, Fannin, and Cooke. In 2018, the Texoma Foster Grandparent Program volunteers served 42,825 hours in our area schools, daycares and after school programs which represents a value of \$1,055,208.00 of volunteer service in Texas according to the Independent Sector website. The program serves approximately 140 -180 children annually. In 2018, eighty-nine percent of the students (K-12) in Texoma that partnered with Foster Grandparents showed improvement in academics.

**EXPLAIN SPECIFICALLY HOW UW FUNDING WILL BE USED (include if funding will add new service or supplement funding to maintain current service levels)**

United Way funding will be used to supplement our federal and state grant by allowing the ability to maintain current levels of service as well as add additional mentors that will give us the opportunity to provide added support for children in need. Our current federal and state grant provide funding for forty-one foster grandparents in our region. Of the forty-one volunteers, twenty-eight are in Grayson County. Our goal is to supplement our existing funding and to expand positive outreach by increasing the number of Foster Grandparent mentors in Grayson County. We will be able to help more children in need by providing them with the necessary resources that will build more confidence, establish positive relationships and improve their ability to progress. The project will provide an opportunity for every child involved to be successful.

**PROVIDE THE NUMBER OF UNDUPLICATED INDIVIDUALS SERVED IN OUR COUNTY**

28 foster grandparents serve 140 children directly with an indirect service impact of approximately 560 classroom children.

**ESTIMATED NUMBER OF INDIVIDUALS NOT SERVED DUE TO LIMITED RESOURCES**

Approximately 20 children are not served directly and an additional 80 classroom children indirectly.

### **WHAT ELSE WOULD YOU LIKE US TO KNOW ABOUT YOUR PROGRAM**

Foster Grandparents work with children who come from abused or neglected homes, developmentally delayed, affected by homeless, speech, hearing, and/or visually impaired, English Second Language students and other language, literacy and physical challenges. Foster Grandparents are low income individuals and must meet income eligibility requirements which cannot exceed over 200% of the poverty level, be able to pass physical and criminal history background checks. Foster Grandparents are also required to commit to 15 to 40 hours of service each week. Our mission is to connect those who want to help with those who need the help which results in a win-win situation.

### **ANY ADDITIONAL COMMENTS**

Texoma Regional Foundation dba Texoma Foster Grandparent Program is locally sponsored by the Texoma Council of Governments. Eric Bridges is the Executive Director of the organization. It is a part of the Texoma Area Agency on Aging and Judy Conner is the director.

There are multiple examples of successful impacts with this program. One example involves a student who lived in an abusive home. He would come to school and was very disruptive although very distant from the other children. The student was in danger of repeating the same grade. After partnering with the foster grandparent the child began to build a bond with her. He opened up about his fears. The foster grandparent nurtured and encouraged him daily. The student began to gradually relax and become more open to learning and interaction with others. One morning the student came in and told the foster grandparent "I'm ok now, my dad is in jail." She continued to encourage him while also working with him on his alphabets and reading. He became empowered and was able to accomplish his goals and began coming in each morning saying "It's going to be a good day". He became an excellent student and was promoted to the next grade. The foster grandparent was so grateful and felt awesome knowing that maybe she had a small part in him coming out of his shell. She said "it makes it all worthwhile." Feedback from a recent presentation of TCOG services inspired one comment from Dr. Hicks (Supt. of SISD) who stated "Dr. Hicks in which he wrote, "I learned about a number of resources that are available and it affirmed the power of the Foster Grandparents program that benefits SISD."

### **OUTCOME PROGRAMS 1 (indicators)**

1. Children in the program that are identified by their teachers as needing improvement in academic engagement will demonstrate improvement in that area by the end of the school year. Thirty Foster Grandparents will mentor at minimum sixty assigned at-risk youth with focus on improvement in their overall academic engagement. Foster Grandparent will focus on improvement in the areas of comprehension, listening skills, and/or ability to complete assigned tasks. Teachers will be asked to identify specific areas of need that the volunteer will need to focus on with the child at the beginning of the school year. Teachers will be asked for feedback regarding progress during midterm. At the end of the school year, teachers will provide

feedback through surveys based on performance measurement to determine level of progress achieved.

2. Children in the program that are identified by their teachers as needing improvement in their social/emotional skills will show improvement by the end of the school year. Foster Grandparents will focus on the area of social-emotional skills with a goal of improvement in increased enthusiasm, motivation, and/or classroom participation/behavior. Teachers will be asked for feedback regarding progress during midterm. At the end of the school year, teachers will provide feedback through surveys based on performance measurement to determine level of progress achieved.

**PREVIOUS OUTCOMES** (Provide any previously measured outcomes for this program and explain their results.)

1. Children in the program with reading and literacy deficits will show yearly improvement. Ninety-eight children were mentored by FGP volunteers of which eighty-six percent continued to show improved reading and literacy skills. Performance surveys completed by teachers indicated children improved during this reporting period.

2. Children in the program will have improved behavior skills by the end of each school year. Performance measurement surveys show that twenty one children were partnered with FGP volunteers in regards to working on behavior skills. 90% of the children demonstrated increased abilities to appropriately resolve conflicts as well as working and playing together with other children in a positive manner.

3. ESL students in the program will show yearly improvement. Twenty ESL students partnered with FGP volunteers this reporting period. 100% of the ESL students demonstrated improved comprehension and language skills according to feedback from performance measurement surveys.

4. Pre-school children will show yearly improvement in self-control and the ability to follow guidance and direction. Eighty-nine percent of the preschoolers assigned to FGP volunteers in regards to working on self-control, following rules showed improvement this reporting period.

**DESIRED OUTCOMES**

1. Desired outcomes will indicate that of the sixty children assigned to foster grandparents this year that a minimum forty-eight (80%) will show improvement in academic engagement.
2. Desired outcomes will demonstrate improvement in social-emotional skills. Seventy-five percent of the children assigned to foster grandparents that are identified as needing improvement in social/emotional skills will demonstrate improvement in that area by the end of the school year.



**ARTICLES OF AGREEMENT  
BETWEEN**

**Texoma Regional Foundation  
AND  
UNITED WAY OF GRAYSON COUNTY, INC.**

for the amount of

**\$10,000.00**

**(yearly amount)**

The United Way of Grayson County (UWGC) and its affiliated agencies are fundamentally individual and autonomous organizations joined together in a partnership to meet the health and human-service needs of the community.

Texoma Senior Corps Foster Grandparents Program \$10,000.00

- I. This agreement shall begin **July 1, 2019**, and be in force for a term of one year unless terminated by either the agency or UWGC. The party to whom such notice is given shall have the right to a hearing before the governing board of the other to request consideration of such action. Funding to the agency is not an entitlement, but a determination made annually for the year of this agreement based on funds raised by UWGC and also on the agency's performance and evaluation by Community Investment Team (CIT) Oversight volunteers. Problems perceived by UWGC CIT Oversight volunteers will be addressed in writing to the agency and its Board. Failure to correct the problems addressed may result in reduced funding or the elimination of funding.
- II. Both UWGC and the Agency Agree:
- To maintain exempt status under Section 501(c)(3) of the Internal Revenue Code so that gifts are deductible by the donor for federal income tax purposes.
  - To remain legally constituted, in most cases, to mean being incorporated as a non-profit organization.
  - To maintain responsible governance by an active, rotating voluntary board that serve without compensation and meet at least quarterly for policy setting, fiscal guidance and regular review of operations.
  - To maintain a formal policy of nondiscrimination.
  - To communicate and work together on matters of common concern in an effort to achieve maximum service to those in need.



III. UWGC agrees:

- To recognize and respect each agency's autonomy in determining policies for administering and managing its program(s).
- To conduct an annual community-wide campaign that strives to generate maximum funds from voluntary contributions for meeting the health and human-service needs of Grayson County.
- To promote the identity of each funded agency in communications to donors and the general public.
- To allocate funds through a process of citizen review that strives to be responsive to needs, accountable to donors and fair to agencies.

IV. The Agency Agrees:

- To utilize revenue with maximum efficiency and expend funds for program costs and in accordance with the budget presented to UWGC.
- To submit financial and service reports, as requested.
- To comply with UWGC policy related to agency self-support and/or supplemental fund-raising activities (agencies based in GC).
- To support the annual UWGC campaign by encouraging financial contributions from agency staff and board members (agencies based in GC).
- To communicate the agency's services and UWGC funding by providing tours for contributors and potential contributors, speaking to employee groups or other constituencies and participating in other promotional activities.
- To encourage and promote the Agency's affiliation with UWGC in communications to the public through use of the United Way logo on items, when it does not involve undue cost or expense.
- To maintain cooperative relationships with other service providers to coordinate programming and avoid duplication of effort.
- To engage in no expansion of services that will have a material effect on other UWGC agencies or future financial requirements from UWGC without prior consultation with the affected organizations.
- If the agency/program belongs to a regional, national, or international chartered organization and presents regional or higher level financials, and receives an awarded allotment, the agency must follow these conditions in each semiannual report.
  - If the program/agency distributes money for the following they must include, Case #, City/Zip Code, and amounts for (if necessary):
    - Personal care kits distributed
    - Deposits for rent, utilities, etc.
    - Rent
    - Lodging
    - Assistance debit card amounts to be used for clothing, goods
    - Other – (description must be included)



United Way  
of Grayson County

Page 3

- V. The agency also agrees to notify UWGC of matters that would have a material effect on the agency's financial condition, such as:
- irregularities involving management or employees
  - termination of key personnel
  - communications from regulatory agencies concerning deficiencies in financial reporting practices
  - violations or possible violations of laws or regulations
  - requirements of regulatory agencies and material regulatory matters with which the agency is not in compliance.
  - pending or threatened litigation, claims, or assessments or unasserted claims or assessments.



United Way  
of Grayson County

Page 4

Breach of this agreement may result in a reduction of or elimination of funding.

This agreement has been read and approved at the meeting of the governing body of this agency on 6/18/19  
(date)

Signed by:

Agency Board President/Chair

[Signature] \_\_\_\_\_ 6/19/19  
Signature Date

Agency Director

[Signature] \_\_\_\_\_ 6/18/19  
Signature Date

United Way of Grayson County Board Chair

[Signature] \_\_\_\_\_ 7-1-19  
Signature Date

United Way of Grayson County President/CEO

[Signature] \_\_\_\_\_ 7-1-2019  
Signature Date



TO: TCOG Governing Board  
THRU: Eric M. Bridges, Executive Director *EMB*  
FROM: CJ Durbin-Higgins, Public Safety Program Manager *CJDA*  
DATE: July 2, 2019  
RE: TCOG 9-1-1 Program Interlocal for Backup and Training PSAP

**RECOMMENDATION**

Authorize the execution of Interlocal Agreements for 9-1-1 Public Safety Answering Point (PSAP) services for the period September 1, 2019 through August 31, 2021 with TCOG.

**BACKGROUND**

The Texoma Council of Governments 9-1-1 Program provides management and planning support on behalf of six 9-1-1 Public Safety Answering Points (PSAPs) in the region. The program works to ensure compliance with rules and regulations set forth by the Texas Commission on State Emergency Communications, the Federal Department of Justice and others. Projects include strategic planning and budgeting, compliance, contracts, call taker training, capital equipment, database maintenance, new technology implementation, GIS services, and coordination between local and state agencies.

**DISCUSSION**

The Interlocal Agreement (ILA) is between the TCOG 9-1-1 Program and the Texoma Council of Governments. Oversight will be conducted by the TCOG 9-1-1 Program and the Commission on State Emergency Communications. (See attached ILA)

**BUDGET**

No budget impact.

# **INTERLOCAL AGREEMENT FOR E9-1-1 PUBLIC SAFETY ANSWERING POINT SERVICES**

## **Article 1: Parties & Purpose**

1.1 The Texoma Council of Governments (RPC) is a regional planning commission and political subdivision of the State of Texas organized and operating under the Texas Regional Planning Act of 1965, as amended, Chapter 391 of the Local Government Code. The RPC has developed a Strategic Plan to establish and operate 9-1-1 service (Strategic Plan) in State Planning Region 22, and the Commission on State Emergency Communications (Commission) has approved its current Strategic Plan.

1.2 The Texoma Back-Up/Training PSAP is a local government that operates Public Safety Answering Points (PSAP) that assists in implementing the Strategic Plan as approved by the Commission.

1.3 The Commission, as authorized by Health & Safety Code, Chapter 771, is the oversight and funding authority for regional planning commissions implementing 9-1-1 service.

1.4 The Contract for 9-1-1 Services between the Commission and the RPC requires the RPC to execute interlocal agreements with the Back-Up PSAP relating to the planning, development, operation, and provision of 9-1-1 service, the use of wireline and wireless 9-1-1 fees and equalization surcharge appropriated to the Commission and granted to the RPC (9-1-1 Funds) and adherence to Applicable Law.

## **Article 2: Applicable Law**

2.1 Applicable laws include, but are not limited to, the Texas Health and Safety Code Chapter 771; Commission Rules (Title 1, Part 12, Texas Administrative Code) and Program Policy Statements; the biennial state General Appropriations Act, Texas Government Code (including Uniform Grant and Contract Management Standards [UGMS]), Chapter 783 and Title 1, Part 1, Chapter 5, Subchapter A, Division 4, Texas Administrative Code; Preservation and Management of Local Government Records Act, Chapter 441, Subchapter J; and Resolution of Certain Contract Claims Against the State, Chapter 2260); Texas Local Government Code (including Regional Planning Commissions Act, Chapter 391).

2.2 Any new or amended policy or procedure, other than an adopted rule, shall be enforceable against the Back-Up PSAP 30 days following the date of its adoption unless the RPC finds and declares that an emergency exists which requires that such policy or procedure be enforceable immediately. The RPC shall provide the Back-Up PSAP written notice of all new or amended policies, procedures or interpretations of Commission rules within a reasonable time after adoption, and in any event at least 10 days prior to the time such policies or procedures are enforceable against the Back-Up PSAP.

## Article 3: Deliverables

### 3.1 The Back-Up PSAP agrees to:

3.1.1 Operate and maintain the Texoma Back-Up/Training PSAP(s) located at 1117 Gallagher Drive Sherman, Texas;

3.1.2 In the event that the Texoma Back-Up/Training is requested as a back-up PSAP from a member jurisdiction, the member jurisdiction will be responsible to provide 9-1-1 public safety answering service 24 hours per day, seven days per week as needed by ; and

3.1.3 Cooperate in providing and maintaining suitable PSAP space meeting all technical requirements.

### 3.2 Ownership, Transference & Disposition of Equipment

3.2.1. The RPC and the Back-Up PSAP shall comply with Applicable Law, in regards to the ownership, transfer of ownership, and/or control of equipment acquired with 9-1-1 Funds in connection with the provision of 9-1-1 service (9-1-1 equipment).

3.2.2 The RPC shall establish ownership of all 9-1-1 equipment located within the Back-Up PSAP's jurisdiction. The RPC may maintain ownership, or it may agree to transfer ownership to the Back-Up PSAP according to established policy.

3.2.3 The Back-Up PSAP shall ensure that sufficient controls and security exist by which to protect and safeguard the 9-1-1 equipment against loss, damage or theft.

3.2.4 Ownership and transfer-of-ownership documents shall be prepared by the RPC and signed by both parties upon establishing ownership or transference of ownership of any such 9-1-1 equipment in accordance with UGMS and the State Comptroller of Public Accounts. Sample forms are provided as Attachments A and B to this Agreement.

3.2.5 Replacement insurance on 9-1-1 equipment shall be purchased and maintained by the RPC and proof of insurance shall be provided upon request.

3.2.6 The RPC and/or the Commission shall be reimbursed by TCOG for any damage to 9-1-1 equipment other than ordinary wear and tear.

### 3.3 Inventory

3.3.1 The RPC shall maintain a current inventory of all 9-1-1 equipment consistent with Applicable Law;

3.3.2 All 9-1-1 equipment shall be tagged with identification labels.

3.3.3 Any lost or stolen 9-1-1 equipment shall be reported to the RPC and the Commission as soon as possible.

### 3.4 Security

3.4.1 The Back-Up PSAP shall limit access to all 9-1-1 equipment and related data only to authorized personnel.

### 3.5 Operations

The Back-Up PSAP shall:

3.5.1 Monitor and test the 9-1-1 equipment in accordance with the monthly equipment checklist and report any failures or maintenance issues immediately to the appropriate maintenance vendor.

3.5.2 Coordinate with the RPC and local elected officials in the planning for and implementation and operation of all 9-1-1 equipment;

3.5.3 Allow 24-hour access to the 9-1-1 equipment for repair and maintenance service, as required;

3.5.4 Test all Telecommunications Devices for the Deaf (TDD) for proper operation in accordance with the monthly TDD test form.

3.5.5 Log Text test calls performed monthly by each call taker on form provided by RPC.

3.5.6 Log all TDD 9-1-1 calls and equipment testing as required by the Americans with Disabilities Act of 1990 on forms provided by RPC;

3.5.7 Log all trouble reports on form provided by RPC.

3.5.8 Make no changes to 9-1-1 equipment, software or programs.

3.5.11 Comply with all the requirements identified in the Scope of Work (Attachment C).

## **Article 4: Performance Monitoring**

4.1 The RPC and the Commission reserve the right to perform on-site monitoring of the PSAP(s) for compliance with Applicable Law and performance of the deliverables

specified in this Agreement. The Back-Up PSAP agrees to fully cooperate with all monitoring requests from the RPC and/or the Commission for such purposes.

#### **Article 5: Procurement**

5.1 The RPC agree to use competitive procurement practices and procedures required by Applicable Law and RPC procurement policies in connection with any procurement to be funded with 9-1-1 Funds.

#### **Article 6: Financial**

6.1 As authorized by Applicable Law, the provisioning of 9-1-1 service throughout the Region is funded by Commission grants of appropriated 9-1-1 Funds.

6.2 TCOG shall reimburse the Commission, as applicable, any 9-1-1 Funds used in noncompliance with Applicable Law.

6.3 Such reimbursement of 9-1-1 Funds to the Commission, as applicable, shall be made by TCOG within 60 days after demand by the Commission, unless an alternative repayment plan is approved by the Commission.

6.4 The Back-Up PSAP commits to providing 9-1-1 services as a condition to receiving 9-1-1 Funds as prescribed by the RPC's Strategic Plan and any amendments thereto.

#### **Article 7: Records**

7.1 The Local Government will maintain adequate fiscal records and supporting documentation of all 9-1-1 Funds reimbursed to the Back-Up PSAP for 9-1-1 service consistent with Applicable Law and generally accepted accounting principles and as approved in the RPC's current approved Strategic Plan;

7.2 The RPC or its duly authorized representative shall have access to and the right to examine and audit all books, accounts, records, files, and/or other papers or property pertaining to the 9-1-1 service belonging to or in use by the Back-Up PSAP, the PSAP, or by any other entity that has performed or will perform services related to this Agreement.

7.3 The Commission and State Auditor's Office shall have the same access and examination rights as the RPC.

#### **Article 8: Assignment**

8.1 The Back-Up PSAP may not assign its rights or subcontract its duties under this Agreement. An attempted assignment or subcontract in violation of this paragraph is void.

## **Article 9: Nondiscrimination and Equal Opportunity**

9.1 The RPC and the Back-Up PSAP shall not exclude anyone from participating under this Agreement, deny anyone benefits under this Agreement, or otherwise unlawfully discriminate against anyone in carrying out this Agreement because of race, color, religion, sex, age, disability, handicap, or national origin.

## **Article 10: Dispute Resolution**

10.1 Disputes include, but are not limited to, disagreement between the parties about the meaning or application of the Strategic Plan, the Applicable Law or policy, or this Agreement.

10.2 The parties desire to resolve disputes without litigation. Accordingly, if a dispute arises, the parties agree to attempt in good faith to resolve the dispute between them. To this end, the parties agree not to sue one another, except to enforce compliance with this Article 10, until they have exhausted the procedures set out in this Article 10.

10.3 At the written request of either party, each party shall appoint one non-lawyer representative to negotiate informally and in good faith to resolve any dispute arising between the parties. The representatives appointed shall determine the location, format, frequency, and duration of the negotiations.

10.4 If the representatives cannot resolve the dispute within 30 calendar days after the first negotiation meeting, the parties agree to submit the dispute to a mutually designated legal mediator. Each party shall pay one-half the total fee and expenses for conducting the mediation.

10.5 The parties agree to continue performing their duties under this Agreement, which are unaffected by the dispute, during the negotiation and mediation process.

10.6 If mediation does not resolve the parties' dispute, the parties may pursue their legal and equitable remedies.

## **Article 11: Suspension for Unavailability of Funds**

11.1 In the event that (i) the RPC's approved budget and/or appropriations to the Commission from the Texas Legislature do not permit or otherwise appropriate funds for reimbursement to Back-Up PSAP provided for in this Agreement, and (ii) such lack of permission or non-appropriation shall not have resulted from any act or failure to act on the part of the RPC, and (iii) the RPC has exhausted all funds legally available for reimbursement to Back-Up PSAP, and no other legal procedure shall exist whereby payment hereunder can be made to Back-Up PSAP; and (iv) RPC has negotiated in good faith with Back-Up PSAP to develop an alternative payment schedule or new agreement that will accommodate RPC's approved budget and/or appropriations for the applicable period, then RPC will not be obligated to reimburse the Back-Up PSAP for the applicable budget year(s).

## **Article 12: Notice to Parties**

12.1 Notice under this Agreement must be in writing and received by the party against whom it is to operate. Notice is received by a party (1) when it is delivered to the party personally; or (2) on the date shown on the return receipt if mailed by registered or certified mail, return receipt requested, to the party's address specified in this Article and signed on behalf of the party.

12.2 The RPC's address is:

Texoma Council of Governments  
1117 Gallagher Drive  
Sherman, Texas 75090

Back-Up PSAP's address is:

Texoma Council of Governments  
1117 Gallagher Drive  
Sherman, Texas 75090

12.3 A party may change its address by providing notice of the change in accordance with paragraph 12.1.

## **Article 13: Effective Date and Term**

13.1 This Agreement is effective as of September 1, 2019 and shall terminate on August 31, 2021.

13.2 In the event of default in the performance of this Agreement, the non-defaulting party may terminate this Agreement after providing written notice of the default to the defaulting party, and the failure of the defaulting party to cure said default within 30 calendar days of said notice.

13.3 If this Agreement is terminated for any reason, the RPC shall not be liable to the Back-Up PSAP for any damages, claims, losses, or any other amounts arising from or related to any such termination.

## **Article 14: Force Majeure**

14.1 The RPC may grant relief from performance of the Agreement if the Back-Up PSAP is prevented from performance by act of war, order of legal authority, act of God, or other unavoidable cause not attributable to the fault or negligence of the Back-Up PSAP. The burden of proof for the need of such relief shall rest upon the Back-Up PSAP. To obtain release based on force majeure, the Back-Up PSAP shall file a written request with the RPC.

## **Article 15: Confidentiality**

15.1 The parties will comply with the Texas Public Information Act, Government Code, Chapter 552 as interpreted by judicial opinions and opinions of the Attorney General of the State of Texas. This Agreement and all data and other information generated or otherwise obtained in its performance may be subject to the Texas Public Information Act. The parties agree to maintain the confidentiality of information received during the performance of this Agreement.

15.2 The Back-Up PSAP or its duly authorized representative will notify the RPC upon receipt of any requests for information.

## **Article 16: Indemnification**

16.1 To the extent authorized by law, each party agrees to indemnify the other and agrees to defend its governing body members, officers and employees, against any claim, suit or administrative proceeding, and to indemnify them against any liability including all costs, expenses, and reasonable attorney's fees incurred arising out of an act or omission of the governing body, any officer, employee or agent in carrying out this Agreement.

## **Article 17: Historically Underutilized Business Requirements**

17.1 The Back-Up PSAP shall comply with requirements of Chapter 2261 of the Government Code regarding Historically Underutilized Businesses.

## **Article 18: Miscellaneous**

18.1 For purposes of this Agreement, terms not specifically defined herein are defined in the Applicable Laws.

18.2 Each individual signing this Agreement on behalf of a party warrants that he or she is legally authorized to do so, and that the party is legally authorized to perform the obligations undertaken.

18.3 This Agreement constitutes the entire agreement between the parties and supersedes any and all oral or written agreements between the parties relating to matters herein. An amendment to this Agreement is not effective unless in writing and signed by both parties.

18.4 All parties agree that should any provision of this Agreement be determined to be invalid or unenforceable, such determination shall not affect the term of this Agreement, which shall continue in full force and effect.

18.5 The following Attachments are part of this Agreement:

Attachment A      Ownership Agreement

Attachment B      Transfer of Ownership Form  
Attachment C      Scope of Work  
Attachment D      PSAP Operations Performance Measures and Monitoring  
Attachment E      Commission Documents – Legislation, Rules and Program  
Policy Statements

18.6 This Agreement is binding on, and to the benefit of, the parties' successors in interest.

18.7 This Agreement is executed in duplicate originals.

**TEXOMA COUNCIL OF GOVERNMENTS**

**TEXOMA COUNCIL OF  
GOVERNMENTS 9-1-1 PROGRAM**

By: \_\_\_\_\_

By: \_\_\_\_\_

Printed Name: Eric Bridges

Printed Name: CJ Durbin-Higgins

Title: Executive Director

Title: Public Safety Program Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_

## Attachment A Ownership Agreement

As stipulated in Article 3 of the Agreement, the RPC shall establish ownership of all 9-1-1 equipment located within the Back-Up PSAP's jurisdiction.

The RPC hereby establishes all 9-1-1 equipment located at 1117 Gallagher Drive, in Sherman, Texas, to be the property of the Texoma Council of Governments, hereinafter referred to as "Owner".

Attached is an itemized listing of 9-1-1 equipment hereby defined as the property of Owner.

### TEXOMA COUNCIL OF GOVERNMENTS

By: \_\_\_\_\_

Printed Name: Eric Bridges

Title: Executive Director

Date: \_\_\_\_\_

### TEXOMA COUNCIL OF GOVERNMENTS 9-1-1 PROGRAM

By: \_\_\_\_\_

Printed Name: CJ Durbin-Higgins

Title: Public Safety Program Manager

Date: \_\_\_\_\_

**NOTE: NOT APPLICABLE TO THIS AGREEMENT**

### **Attachment B Transfer of Ownership Form**

As stipulated is Article 3 of the Agreement between [redacted] (RPC) and [redacted] (Local Government) dated [redacted], 20[redacted], the RPC shall document all transfers of ownership of 9-1-1 equipment between the RPC and the Local Government.

Indicate the appropriate classification:

Transfer \_\_\_\_\_ Disposition \_\_\_\_\_ Lost \_\_\_\_\_

Please provide the following information in as much detail as possible.

Inventory Number	Current Assignee:
Description	Location:
Serial Number	Signature:
Acquisition Date	Date:
Acquisition Cost	New Assignee:
Vendor	Location:
Invoice Number	Signature:
Purchase Order Number	Date:
Condition	

Continued.....

**Attachment B**  
**Transfer of Ownership Form (continued)**

Action Recommended by: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Comments: \_\_\_\_\_

Approved:    \_\_\_\_ Yes    \_\_\_\_ No

Proceeds, if any: \_\_\_\_\_

Approved by: \_\_\_\_\_

Title: \_\_\_\_\_  
          Comptroller

Date: \_\_\_\_\_

Disposed or Lost Property shall require approval by the agency head.

Reviewed by: \_\_\_\_\_  
                  Executive Director (or other appropriate title of agency head)

Date: \_\_\_\_\_

## Attachment C Scope of Work

RPC Staff will:

- Follow industry standards and best practices for handling of 9-1-1 calls for service.
- Comply with established operating procedures from the Commission on State Emergency Communications pertaining to 9-1-1 service.
- Monitor the 9-1-1 equipment, report any failures or maintenance issues immediately to the appropriate equipment maintenance provider
- Keep a log of all trouble reports
- Test all 9-1-1 and related equipment for proper operation and user familiarity at least once per month, in accordance with the Commission on State Emergency Communications requirements and guidelines.
- Test all 9-1-1 TDD/TTYs for proper operation and to maintain user familiarity at least once per month.
- Log all TDD/TTY calls including all test calls
- Log Text test calls monthly to be performed by each call taker.
- Limit access to all 9-1-1 equipment and related data only to trained, authorized personnel.
- Make no changes to the 9-1-1 equipment, software or programs.
- Provide a safe and healthy environment for all 9-1-1 call takers/dispatchers which enhances proper use and maintenance of 9-1-1 equipment.
- Not change or modify any configuration, software or hardware
- Maintain an inventory of all equipment funded by the 9-1-1 Program.
- Provide oversight, management and coordination of all matters related to 9-1-1 service, as authorized and outlined through the Commission on State Emergency Communications.
- Obtain and provide insurance on equipment purchased with 9-1-1 for provisioning 9-1-1 service.
- Coordinate and provide for all technical activities related to provisioning 9-1-1 service.
- Comply with established operating procedures from the Commission on State Emergency Communications pertaining to 9-1-1 service.

**TEXOMA COUNCIL OF GOVERNMENTS**

**TEXOMA COUNCIL OF  
GOVERNMENTS 9-1-1 PROGRAM**

By: \_\_\_\_\_

By: \_\_\_\_\_

Printed Name: Eric Bridges

Printed Name: CJ Durbin-Higgins

Title: Executive Director

Title: Public Safety Program Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_

## **Attachment D**

### **PSAP Operations Performance Measures and Monitoring**

#### Quality Assurance Inspections

RPC personnel will conduct site visits at least two times per year to evaluate the condition of equipment, efficiency of PSAP operations, and compliance with the Agreement.

In addition, quality assurance inspections will be conducted as follows:

The RPC's equipment vendor will conduct equipment maintenance inspections on a quarterly basis, and more often if necessary. In addition, the RPC may conduct periodic inspections of the equipment, with or without equipment vendors, in order to assess condition and assure quality.

## **Attachment E**

### **Commission Documents**

The following documents govern the funding and provisioning of 9-1-1 services by the RPC:

1. Commission Legislation and Rules: [https://www.csec.texas.gov/s/?language=en\\_US&tabset-fa183=1](https://www.csec.texas.gov/s/?language=en_US&tabset-fa183=1)
2. Commission Program Policy Statements: [https://www.csec.texas.gov/s/program-policy-statements?language=en\\_US&tabset-634e4=2&tabset-f25bf=1](https://www.csec.texas.gov/s/program-policy-statements?language=en_US&tabset-634e4=2&tabset-f25bf=1)



**TO:** TCOG Governing Board  
**FROM:** Mindi Jones, Finance Director *MJ*  
**DATE:** July 18, 2019  
**RE:** FYE 2020 Cost Pool Budgets Update

**RECOMMENDATION**

Accept recommendation, if any, regarding TCOG's FYE 2020 Cost Pool Budgets.

**BACKGROUND**

Each month the Governing Board is presented with a status update of the prior month and current (unreconciled) fiscal year budgets for the indirect cost allocation pool and the central service IT pool and afforded the opportunity to make desired changes to the general and administrative indirect cost allocation rate or the central service IT rate as conditions warrant.

**DISCUSSION**

The following documents are attached: prior month updated Statement of Proposed Indirect Cost for FYE 4/30/2020 Status Report depicting fiscal year budget with fiscal year to date expense and budget balance, Statement of Central Service IT Costs for FYE 4/30/2020 Status Report depicting fiscal year budget with fiscal year to date expense and budget balance.

**BUDGET**

No rate changes are recommended at this time.

**100 - General - 91.7%**

10 - Finance and Administration

10000 - Indirect Pool

05/01/2019 - 05/31/2019

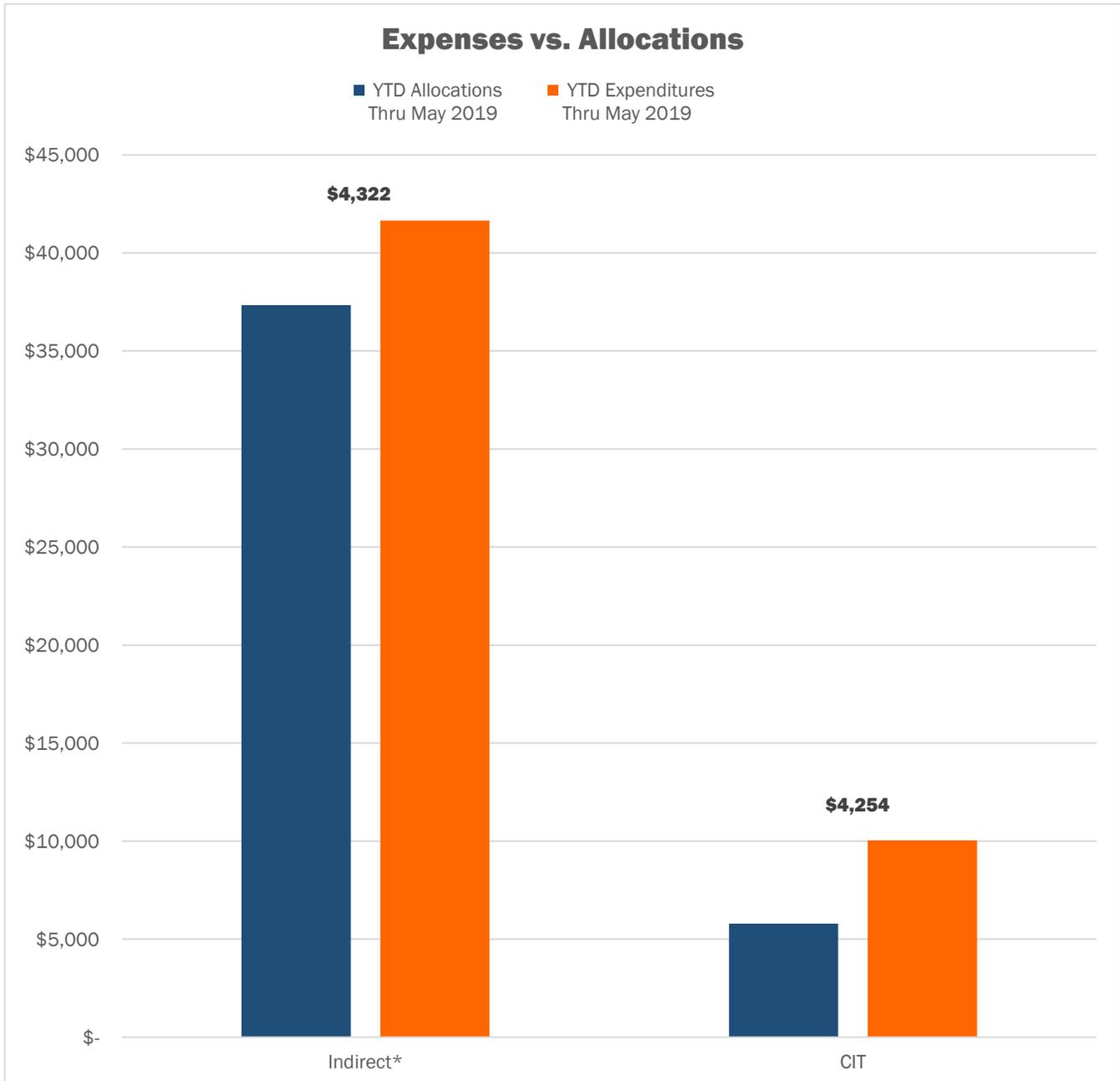
	Current Month		Year-to-Date	Budget Balance	% of Budget Remaining
	Budget	Actual			
<b>INDIRECT SALARY</b>					
Indirect Salary					
Salaries	\$ 315,797.00	\$ 12,681.41	\$ 12,681.41	\$ 303,115.59	95.98%
Employee Benefits	\$ 1,087.07	\$ 1,087.07	\$ 1,087.07	\$ -	0.00%
<b>Total INDIRECT SALARY</b>	<b>\$ 316,884.07</b>	<b>\$ 13,768.48</b>	<b>\$ 13,768.48</b>	<b>\$ 303,115.59</b>	<b>95.66%</b>
<b>CONTRACTED SERVICES</b>					
Janitorial	\$ 13,800.00	\$ 1,133.72	\$ 1,133.72	\$ 12,666.28	91.78%
Lawn Service	\$ 3,400.00	\$ 248.86	\$ 248.86	\$ 3,151.14	92.68%
Pest Control	\$ 1,100.00	\$ 45.10	\$ 45.10	\$ 1,054.90	95.90%
<b>Total CONTRACTED SERVICES</b>	<b>\$ 18,300.00</b>	<b>\$ 1,427.68</b>	<b>\$ 1,427.68</b>	<b>\$ 16,872.32</b>	<b>92.20%</b>
<b>PROFESSIONAL SERVICES</b>					
Audit	\$ 23,380.00	\$ -	\$ -	\$ 23,380.00	100.00%
Consultant	\$ 18,050.00	\$ -	\$ -	\$ 18,050.00	100.00%
Legal	\$ 6,246.00	\$ 150.00	\$ 150.00	\$ 6,096.00	97.60%
<b>Total PROFESSIONAL SERVICES</b>	<b>\$ 47,676.00</b>	<b>\$ 150.00</b>	<b>\$ 150.00</b>	<b>\$ 47,526.00</b>	<b>99.69%</b>
<b>UTILITIES</b>					
Electric	\$ 62,000.00	\$ 4,589.42	\$ 4,589.42	\$ 57,410.58	92.60%
Natural Gas	\$ 23,000.00	\$ 967.57	\$ 967.57	\$ 22,032.43	95.79%
Sanitation	\$ 1,600.00	\$ 127.47	\$ 127.47	\$ 1,472.53	92.03%
Water	\$ 3,000.00	\$ 236.06	\$ 236.06	\$ 2,763.94	92.13%
<b>Total UTILITIES</b>	<b>\$ 89,600.00</b>	<b>\$ 5,920.52</b>	<b>\$ 5,920.52</b>	<b>\$ 83,679.48</b>	<b>93.39%</b>
<b>OTHER</b>					
Training & Travel	\$ 9,850.00	\$ -	\$ -	\$ 9,850.00	100.00%
Advertising	\$ 100.00	\$ -	\$ -	\$ 100.00	100.00%
Copier Expense	\$ 1,300.00	\$ 45.25	\$ 45.25	\$ 1,254.75	96.52%
Depreciation	\$ 77,651.00	\$ -	\$ -	\$ 77,651.00	100.00%
Dues/Subscriptions	\$ 11,500.00	\$ -	\$ -	\$ 11,500.00	100.00%
Insurance	\$ 8,800.00	\$ -	\$ -	\$ 8,800.00	100.00%
Postage	\$ 800.00	\$ -	\$ -	\$ 800.00	100.00%
Printed Material	\$ 2,300.00	\$ 216.75	\$ 216.75	\$ 2,083.25	90.58%
Building Maintenance	\$ 42,230.00	\$ 12,654.53	\$ 12,654.53	\$ 29,575.47	70.03%
FICA/Medicare	\$ 24,724.75	\$ 745.32	\$ 745.32	\$ 23,979.43	96.99%
Workers Compensation	\$ 1,400.70	\$ 47.67	\$ 47.67	\$ 1,353.03	96.60%
Insurance Health	\$ 32,910.40	\$ 1,095.81	\$ 1,095.81	\$ 31,814.59	96.67%
Insurance Health Savings Account	\$ 5,916.67	\$ 210.32	\$ 210.32	\$ 5,706.35	96.45%
Insurance Life	\$ 407.60	\$ 14.10	\$ 14.10	\$ 393.50	96.54%
Retirement	\$ 19,974.81	\$ 737.17	\$ 737.17	\$ 19,237.64	96.31%
Training & Travel	\$ 8,400.00	\$ 646.16	\$ 646.16	\$ 7,753.84	92.31%
Mortgage Interest Expense	\$ 26,800.00	\$ 2,051.26	\$ 2,051.26	\$ 24,748.74	92.35%
Supplies	\$ 10,000.00	\$ 1,923.60	\$ 1,923.60	\$ 8,076.40	80.76%
<b>Total OTHER</b>	<b>\$ 285,065.93</b>	<b>\$ 20,387.94</b>	<b>\$ 20,387.94</b>	<b>\$ 264,677.99</b>	<b>92.85%</b>
<b>Total INDIRECT</b>	<b>\$ 757,526.00</b>	<b>\$ 41,654.62</b>	<b>\$ 41,654.62</b>	<b>\$ 715,871.38</b>	<b>94.50%</b>
<b>YTD Budget</b>			<b>\$ 63,127.17</b>		
<b>REIMBURSEMENT</b>					
Allocation Indirect Expense	\$ 853,026.00	\$ 37,332.50	\$ 37,332.50	\$ 815,693.50	95.62%
<b>Total REIMBURSEMENT</b>	<b>\$ 853,026.00</b>	<b>\$ 37,332.50</b>	<b>\$ 37,332.50</b>	<b>\$ 815,693.50</b>	<b>95.62%</b>
<b>YTD Budget</b>			<b>\$ 71,085.50</b>		

	Budget	Current Month Actual	Year-to-Date	Budget Balance	% of Budget Remaining
<b>CENTRAL IT</b>					
IT-Voice & Data Service	\$ 15,037.00	\$ 3,044.93	\$ 3,044.93	\$ 11,992.07	79.75%
IT-Hardware	\$ 4,615.00	\$ -	\$ -	\$ 4,615.00	100.00%
Network Professional Services	\$ 55,473.00	\$ 6,999.38	\$ 6,999.38	\$ 48,473.62	87.38%
Software-Licensing-Maint	\$ 14,600.00	\$ -	\$ -	\$ 14,600.00	100.00%
<b>Total EXPENSES</b>	<b>\$ 89,725.00</b>	<b>\$ 10,044.31</b>	<b>\$ 10,044.31</b>	<b>\$ 79,680.69</b>	<b>88.81%</b>
<b>YTD Budget</b>			<b>\$ 7,477.08</b>		
<b>REIMBURSEMENT</b>					
Allocation CIT Expense	\$ 89,725.00	\$ 5,789.95	\$ 5,789.95	\$ 83,935.05	93.55%
<b>Total REIMBURSEMENT</b>	<b>\$ 89,725.00</b>	<b>\$ 5,789.95</b>	<b>\$ 5,789.95</b>	<b>\$ 83,935.05</b>	<b>93.55%</b>
<b>YTD Budget</b>			<b>\$ 7,477.08</b>		



### FYE 2020 YTD Indirect, Benefits, and CIT Budgets

	FY 2020 Approved Budget	YTD Allocations Thru May 2019	YTD Expenditures Thru May 2019	Budget Balance	% of Budget Remaining	Under/(Over)
Indirect*	\$ 853,026	\$ 37,333	\$ 41,655	\$ 811,371	95.12%	\$ 4,322
CIT	89,725	5,790	10,044	79,681	88.81%	4,254
<b>Total</b>	<b>\$ 942,751</b>	<b>\$ 43,122</b>	<b>\$ 51,699</b>	<b>\$ 891,052</b>	<b>94.52%</b>	<b>\$ 8,576</b>



\*Includes Year-to-Date Depreciation Expense Estimate

**Texoma Council of Governments**  
Financial Information  
Balance Sheets for the Fiscal Years Ended:

	Prior Year (05/31/2018)	Prior Month (05/31/2019)	Year-to-Date Change (\$)	Change (%)	Current Month Not Reconciled (06/30/2019)	Notes
<b>ASSETS</b>						
<b>Current Assets</b>						
Cash in Bank General	79,603.00	258,810.00	179,207.00	225.13%	279,705.00	Better control on CEAP expenses
Cash in Bank TCEQ	1,418.00	100.00	(1,318.00)	-92.95%	100.00	holding the account open
Cash in Bank Local	71,078.00	105,495.00	34,417.00	48.42%	107,551.00	
Cash in Bank 911	283,609.00	35,054.00	(248,555.00)	-87.64%	46,795.00	for reimb from state
Cash in Bank FSS	124,190.00	97,207.00	(26,983.00)	-21.73%	102,243.00	Paid out graduations and forfeitures
Cash in Bank Section 8	197,069.00	160,610.00	(36,459.00)	-18.50%	159,977.00	More in reserves-Hud had us spend those down
Cash in Bank Chase LOC	355,985.00	355,985.00	0.00	0.00%	355,985.00	
Texpool Investment Acct	993.00	1,015.00	22.00	2.22%	1,015.00	
Accounts Receivable	937,188.00	790,096.47	(147,091.53)	-15.69%	175,033.00	
Travel Advance	288.00	405.00	117.00	40.63%	2,132.00	
Prepaid Items	7,682.00	15,531.00	7,849.00	102.17%	15,531.00	
Due From	491,389.00	710,783.95	219,394.95	44.65%	882,412.00	
Other Assets	105,354.00	88,748.71	(16,605.29)	-15.76%	88,749.00	COST POOL CLOSEOUT
<b>Total Current Assets</b>	<b>2,655,846.00</b>	<b>2,619,841.13</b>	<b>(36,004.87)</b>	<b>-1.36%</b>	<b>2,217,228.00</b>	
<b>Fixed Assets</b>						
Building & Improvements	2,764,453.00	2,764,453.00	0.00	0.00%	2,764,453.00	
Furniture, Vehicles &	2,937,875.00	2,892,773.00	(45,102.00)	-1.54%	2,892,773.00	
Other Equipment						Transferred assets to cities
Accumulated Depreciation	(2,951,297.00)	(3,209,772.00)	(258,475.00)	8.76%	(3,209,772.00)	Yearend Depreciation was entered at 4/30/19
<b>Total Fixed Assets</b>	<b>2,751,031.00</b>	<b>2,447,454.00</b>	<b>(303,577.00)</b>	<b>-11.04%</b>	<b>2,447,454.00</b>	
<b>Total ASSETS</b>	<b>5,406,877.00</b>	<b>5,067,295.13</b>	<b>(339,581.87)</b>	<b>-6.28%</b>	<b>4,664,682.00</b>	
<b>LIABILITIES</b>						
Accounts Payable	481,834.00	401,333.00	(80,501.00)	-16.71%	170,320.00	CEAP/DOE/LIHEAP
Payroll Liability	(38,663.00)	(26,877.00)	11,786.00	-30.48%	(28,836.00)	
FSS Escrow Liability	82,466.00	89,727.00	7,261.00	8.80%	92,858.00	
Due To Due From Other Funds	491,389.00	710,783.95	219,394.95	44.65%	882,412.00	
Deferred Local Revenue - AAA	2,200.00	28,777.52	26,577.52	1208.07%	29,879.52	
Accrued Compensated Absences	118,771.00	118,146.23	(624.77)	-0.53%	118,146.00	
Long Term Debt Building Payable	676,623.00	600,950.76	(71,939.00)	-10.63%	600,951.00	
<b>Total LIABILITIES</b>	<b>1,814,620.00</b>	<b>1,922,841.46</b>	<b>111,954.70</b>	<b>6.17%</b>	<b>1,865,730.52</b>	
<b>Fund Balance</b>	<b>3,592,257.00</b>	<b>3,144,453.67</b>	<b>(451,536.57)</b>	<b>-12.57%</b>	<b>2,798,951.48</b>	
<b>Total Liabilities &amp; Fund Balance</b>	<b>5,406,877.00</b>	<b>5,067,295.13</b>	<b>(339,581.87)</b>	<b>-6.28%</b>	<b>4,664,682.00</b>	

**Texoma Council of Governments**  
Financial Information  
For the Fiscal and Month-to-Date Periods

	Prior Year Thru May (May 2018)	Current Year Thru May (May 2019)	Change (\$)	Change (%)	Current Year Not Reconciled (June 30, 2019)	Notes
<b>OPERATION REVENUE</b>						
Grant Revenue	1,351,176.75	1,338,119.37	(13,057.38)	-0.97%	1,650,867.08	
Program Revenue	216,624.95	213,529.04	(3,095.91)	-1.43%	241,356.47	
Investment Income	18.21	18.39	0.18	0.99%	18.39	
Other Income	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>	-	<i>First month of the new year and have not closed out any grants that need the transfer</i>
<b><u>Total OPERATING REVENUE</u></b>	<u>1,567,819.91</u>	<u>1,551,666.80</u>	<u>(16,153.11)</u>	<u>-1.03%</u>	<u>1,892,241.94</u>	
Total Revenue	<u>1,567,819.91</u>	<u>1,551,666.80</u>	<u>(16,153.11)</u>	<u>-1.03%</u>	<u>1,892,241.94</u>	
<b>EXPENDITURES</b>						
Personnel Expenses	171,917.24	169,002.51	(2,914.73)	-1.70%	381,557.36	
Program Expenses	112,329.53	78,913.95	(33,415.58)	-29.75%	155,666.54	
Direct Services	727,916.21	707,021.80	(20,894.41)	-2.87%	1,079,151.95	
Professional Fees	(840.81)	2,052.58	2,893.39	-344.12%	6,202.66	<i>CEAP and LIHEAP</i>
Interest Expense	2,816.83	2,501.54	(315.29)	-11.19%	5,058.40	
Occupancy	25,898.56	29,410.60	3,512.04	13.56%	42,944.34	<i>Maintenance</i>
Conferences, Conventions, & Meetings	7,674.31	15,048.20	7,373.89	96.09%	17,444.96	
Printing & Publications	512.45	4,123.59	3,611.14	704.68%	8,334.11	
Dues & Subscriptions	6,084.00	0.00	(6,084.00)	-100.00%	-	
Operations	6,640.87	3,209.88	(3,430.99)	-51.66%	5,034.34	
Equipment	0.00	134,626.13	134,626.13	0.00%	134,626.13	911
Depreciation	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>	-	
<b><u>Total EXPENDITURES</u></b>	<u>1,060,949.19</u>	<u>1,145,910.78</u>	<u>84,961.59</u>	<u>8.01%</u>	<u>1,836,020.79</u>	
Net Revenue Over Expenditures	<u>506,870.72</u>	<u>405,756.02</u>	<u>(101,114.70)</u>	<u>-19.95%</u>	<u>56,221.15</u>	