AGENDA
MEETING OF THE BOARD OF DIRECTORS, GENERAL MEMBERSHIP & LOWER RIO GRANDE VALLEY DEVELOPMENT COUNCIL CORPORATION
LRGVDC Main Campus
301 W. Railroad Street
Weslaco, TX 78596

Wednesday, January 31, 2018  12:00 pm  Ken Jones Executive Board Room

Presiding: Mayor Ambrosio “Amos” Hernandez, President

Item #1: Call to Order
   A. Roll Call
   B. Invocation
   C. Pledge of Allegiance

Item #2: Consider Approval of Meeting Minutes
   A. September 27, 2017 General Membership Meeting
      GENERAL MEMBERSHIP ACTION ITEM

   B. December 6, 2017 Board of Directors Meeting
      ACTION ITEM

Item #3: Public Comment and/or Report from Legislative Delegation

Item #4: Administration
   A. Act on Recommendations from Annual Work Program & Budget Committee Regarding Adoption of FY 2018 Annual Work Program & Budget .........................Mayor David Suarez Committee Officer
      GENERAL MEMBERSHIP ACTION ITEM
B. Consider Approval of Quarterly and Annual Investment Reports ............................... Crystal Balboa
Finance Director

ACTION ITEM

C. Executive Director Report

ACTION MAY BE TAKEN ON ANY OF THE FOLLOWING ITEMS

- Introduction of New Staff Members
- Internet Sales Tax Collection Discussion
- LRGVDC Updates & Activities
  - Road-to-Recycling
  - 2018 Program Orientations
  - BikeShare RGV
  - Explore RGV
  - RGV 2020 (CEDS)
  - It’s Time Texas Community Challenge....... Cindy Lynn Salazar-Collier, MPH CHES
    Regional Coordinator

Item #5: Department Reports

A. Economic Development

Economic Development Status Report ................................................................. Terrie G. Salinas, Director

1. Consider Approval of Regional Small Cities Coalition (RSCC) Officers

ACTION ITEM

- Regional Small Cities Coalition Meeting
- Building Blocks for Economic Development Practitioners & Community Leaders

B. Community & Environmental Services

Community Development Status Report ............................................................. Marcie Oviedo, Director

- HUD Disaster Recovery Housing Program

Environmental Resources Status Report

- Solid Waste Management Program
- Water Resources
  - Rio Grande Regional Water Planning Group (Region M)
  - Reservoir Levels
C. Health & Human Services

Area Agency on Aging (AAoA) Status Reports .................................................. Jose L. Gonzalez, Director

- Age Well Live Well VISTA Project
- Medicare Improvements for Patients and Providers Act (MIPPA)

D. Public Safety

Criminal Justice Status Report ........................................................................ Manuel Cruz, Director

1. Consider Approval of FY 2018 Criminal Justice Division – Victims of Crime Act (VOCA) Grant Project Resolution

ACTION ITEM

- Criminal Justice Division (CJD) Grant Opportunity FY 2018
- Regional Crime Victim Liaison Program

Emergency Communications Status Report .................................................... Manuel Cruz, Director

1. Consider Approval to Purchase KV Switches for 9-1-1 PSAP Workstations

ACTION ITEM

- Location Validation Program
- Database Program
- Mapping Program
- System and Public Safety Answering Point (PSAP) Operations Program
- Public Education/ Training Program

Homeland Security Status Report ..................................................................... Manuel Cruz, Director

1. Consider Approval of Homeland Security Advisory Committee Recommendations for FY 2018 Chair and Vice Chair

ACTION ITEM

2. Consider Approval of Homeland Security Advisory Committee Scoring Instruments

ACTION ITEM

3. Consider Approval of FY 2018 Homeland Security Grant Program Resolutions

ACTION ITEM
• Homeland Security Program & Funding Opportunity FY 2018
• Citizen Corps Program (CCP)/Preparedness
• FY 2015 Homeland Security Grant Program
• FY 2016 Homeland Security Grant Program
• FY 2017 Homeland Security Grant Program

Regional Police Academy Status Report ........................................ Randall Snyder, Training Coordinator

• In-Service Training Hours reported
• Basic Peace Officer Academy Cadets Enrolled
• January – February 2018 In-Service Schedule
• Basic Peace Officer Course Upcoming Academies
• Academy Graduation Dates

E. Transportation

Hidalgo County Metropolitan Planning Organization Status Report .......... Andrew Canon, Director

Valley Metro Status Report ................................................................. Tom Logan, Director

1. Consider Approval of Revisions to Drug and Alcohol Policy

ACTION ITEM

• Ridership Report
• Regional Transportation Advisory Panel (RTAP) Activity

Item #6: Executive Session

A. Personnel Matters pursuant to Section 551-074 (1) to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee RE: Executive Director Annual Performance Evaluation

ACTION ITEM

Item #7: New or Unfinished Business

Item #8: Adjourn

*REMEMINDER*
Next Meeting Date: Wednesday, February 28, 2018
Agenda items may be considered, deliberated and/or acted upon in a different order than numbered above.

The Board of Directors of the Lower Rio Grande Valley Development Council reserves the right to adjourn into Executive (Closed) session at any time during the course of this meeting to discuss any of the items listed on this agenda as authorized by the Texas Open Meetings Act, Chapters 551.071, 551.072, 551.074, and 551.075, Texas Government Code. No final action will be taken in Executive Session.

PUBLIC INPUT POLICY:
“At the beginning of each LRGVDC meeting, the LRGVDC will allow for an open public forum/comment period. This comment period shall not exceed one-half (1/2) hour in length and each speaker will be allowed a maximum of three (3) minutes to speak. All individuals desiring to address the LRGVDC must be signed up to do so prior to the open comment period. The purpose of this comment period is to provide the public an opportunity to address issues or topics that are under the jurisdiction of the LRGVDC. For issues or topics which are not otherwise part of the posted agenda for the meeting, LRGVDC members may direct staff to investigate the issue or topic further. No action or discussion shall be taken on issues or topics which are not part of the posted agenda for the meeting. Members of the public may be recognized on posted agenda items deemed appropriate by the Chair as these items are considered, and the same 3 minute time limitation applies.”
ITEM #2.

MINUTES
MINUTES
LOWER RIO GRANDE VALLEY DEVELOPMENT COUNCIL
GENERAL MEMBERSHIP MEETING

WEDNESDAY, SEPTEMBER 27, 2017
(IMMEDIATELY PRIOR TO BOARD OF DIRECTORS MEETING AT 12:00 P.M.)
LRGVDC MAIN CAMPUS - BUILDING B – KEN JONES EXECUTIVE BOARD ROOM
301 W RAILROAD STREET
WESLACO, TEXAS

PRESIDING: MAYOR AMBROSIO “AMOS” HERNANDEZ, PRESIDENT

1st Vice President Norma G. Garcia called the meeting to order at 12:08 p.m. and announced that President Hernandez was unable to attend today’s meeting; she then asked for the roll to be called. Upon conclusion of roll call a quorum of the General Membership was identified. Vice President Garcia then moved to item 2. – Consider Approval RE: May 31, 2017 Meeting Minutes. Mr. Ronald Mills made a motion to approve of the May 31, 2017 minutes as presented. Commissioner Pilar Garza seconded the motion, and upon a vote the motion carried unanimously.

Following approval of the minutes, Vice President Garcia moved to Public Comments and recognized Senator Eddie Lucio Jr. Senator Lucio presented a framed Texas State flag and a proclamation to Vice President Garcia and Executive Director Ron Garza in recognition of LRGVDC’s 50th anniversary.

Upon conclusion of Senator Lucio’s presentation, Vice President Garcia moved to item 4. – Consider Approval of Bylaws Revision. She asked the Board if they had any questions or comments, then read out loud the section that was added:

“f. One (1) director representing University of Texas Rio Grande Valley, serving as the designated regional educational institution with distributed campuses across LRGVDC’s boundaries. Representative shall consist of University President or other Executive Representative of UTRGV’s Office of the President.”

There being no questions or comments the Vice President called for a motion. Mayor Tony Martinez made a motion to approve the revised bylaws as presented. Mayor Henry Hinojosa seconded the motion, and upon a vote the motion carried unanimously.

There being no further business to be conducted by the General Membership, the meeting was adjourned at 12:25 p.m.

Hon. Norma G. Garcia, 1st Vice President

ATTEST:

Deborah Morales, Recording Secretary
President Ambrosio “Amos” Hernandez called the meeting to order at 12:02 p.m. Roll call was taken and a quorum declared.

The President then moved to item 2: Consider Approval of Board Meeting Minutes (October 25, 2017). Mayor Jim Darling made a motion to approve the Board Meeting Minutes of October 25, 2017 as presented. Commissioner Pilar Garza seconded the motion, and upon a vote the motion carried unanimously.

President Hernandez then moved to item 3: Public Comment and/or Report from Legislative Delegation and noted that there were no neither and moved to item 4: Administration. He recognized Executive Director Ron Garza to address the following items:

A. Consider Date and Time for Annual Work Program & Budget Committee Meeting

Mr. Garza stated that all Members of the Board of Directors are on this committee, and there is no quorum requirement. He then proposed a few different date and time options to hold the Annual Work Program & Budget Committee Meeting. Upon conclusion of discussion Mayor Jim Darling made a motion to schedule the Annual Work Program and Budget Committee meeting on Tuesday, January 23, 2018 at 12:00 pm at Arturo’s Restaurant in Weslaco. The Hon. Norma G. Garcia seconded the motion, and upon a vote the motion carried unanimously.

B. Executive Director Report

- 2018 Board Meeting Calendar/Schedule

Mr. Garza proposed that the Board of Directors continue to meet at 12:00 noon on the last Wednesday of the month and that no meeting be scheduled in July. Further, he proposed a holiday schedule with no meeting in November and the last meeting of the year to be scheduled on December 5. Upon conclusion of discussion Mr. Ron Mills made a motion to approve the 2018 Board Meeting Calendar/Schedule as presented. Councilwoman Catarina Alvarado seconded the motion, and upon a vote the motion carried unanimously.

- Explore RGV Grant

Mr. Garza informed the Board that the Explore RGV project has officially begun; Ms. Blanca Davila has been hired as an Economic Development Specialist and will serve as the project manager. Social media accounts and a website domain have been secured for the project and
an initial agreement has been made with the RGV Partnership to publish the project. The Partnership will expand and align their official “Guide to the RGV” as a hard copy version of Explore RGV. Mr. Garza was excited to announce that to create awareness of this project there will be a photo contest in February 2018 with submissions from the community.

- RGV 2020 (CEDS)
  Mr. Garza stated that the initial meeting of the RGV 2020 (2018-2020 Comprehensive Economic Development Strategy) was held on November 20, 2017 with the RGV 2020 Executive Steering Committee to discuss project scope, process, and overall strategy. The committee made the determination that the next steps would include a series of SWOT (Strength, Weakness, Opportunity, and Threat) forums in each county in January 2018 that are modified to encompass current goal topics such as workforce development, international competitiveness, marketing regional assets and quality of life. Unfortunately Mr. Alex Meade, Mission EDC, is unable to accept a seat on the committee, and Dr. Art Cavazos, Harlingen CISD Superintendent, is considering this position.

- Road-to-Recycling
  As a means to express our gratitude to Cameron, Hidalgo, and Willacy Counties for their contributions to the 2017 Road-to-Recycling project, the LRGVDC has been placed on all three commissioner’s court agendas to present the current outcome of the project and a token of our appreciation. Additionally, a visit to the South East Arkansas Planning & Development District has been scheduled for January 2018. They have been identified as a national leader in Government support tire recycling and reclamation efforts. As our region moves towards long-term solutions, observing and bench-marking successful programs will provide best-practices as we develop our regional solution strategies.

Mr. Garza next brought up the topic of bike share programs in the region noting that there are a few different companies currently providing bike rental service. This is a great amenity for the public; however there is a connectivity issue because riders need to return their bikes to the company from which they are rented. Because of this, there are times when riders are not able to continue their journey seamlessly from town to town. He also mentioned the exploring the possibility of having a “dock-less” bike share system. Those involved in this program would like to create a committee to address these issues and help coordinate a seamless bike share program in the region. Mr. Garza asked the Board for approval to adopt “Bike Share RGV” as a Transportation Advisory Committee of the LRGVDC, and have Mr. Rodney Gomez, UTRGV Director of Parking & Transportation, as the 2018 Committee Chair. Upon conclusion of discussion, Mayor Henry Hinojosa made a motion to adopt Bike Share RGV as a Transportation Advisory Committee of the LRGVDC and have Mr. Rodney Gomez chair the committee in 2018. Mr. Eddy Gonzalez seconded the motion, and upon a vote the motion carried unanimously.

Upon conclusion of Administration item, President Hernandez moved to item 5: Department Reports.

A. Economic Development
  Program Director Terrie Salinas was recognized and gave the status report on the 2018-2020 EDA District Partnership Planning Grant, which is the primary source of funds to administer the Economic Development Program for three years. She also reported on the Regional Small Cities
Coalition Meeting that took place in Laguna Vista in November.

Mr. Matt Ruszczak was recognized next and gave an update on the Rio South Texas Economic Council (RSTEC) activities including the recent International Council of Shopping Centers conference in Dallas. He announced that RSTEC has joined the German American Chamber and hosted one of their delegates, and that RSTEC has also joined the European American Investment Council and in February 2018 they will host a delegation of their site selectors. In April a RSTEC delegation is scheduled to go to Germany for the Hanover Messe (Trade Fair).

B. Community & Environmental Services
Director Marcie Oviedo was recognized and gave updates on the HUD Disaster Recovery Housing Program, Solid Waste Management Program grant opportunities, and water resources. She emphasized that the Request for Applications for Solid Waste Program funds has begun and the submission deadline is Friday, January 12, 2018 at 12:00 noon. Mayor Jim Darling added that the Mexican Water Debt has been paid and a new five-year water payment cycle has begun in accordance with the 1944 Water Treaty.

C. Health & Human Services
Area Agency on Aging Director Joe Gonzalez was recognized and addressed item 5.C.1. – Consider Approval to Submit a Proposal to the National Council on Aging to Establish a Benefits Enrollment Center. He informed the Board that the National Council on Aging has issued a request for proposals to establish assistance and Medicare beneficiaries to access Medicare cost savings programs and other services such as SNAP (Food Stamps). The Hon. Norma G. Garcia made a motion to approve submission of a proposal to the National Council on Aging to establish a Benefits Enrollment Center. Mayor Henry Hinojosa seconded the motion, and upon a vote the motion carried unanimously. Upon conclusion of action Mr. Gonzalez noted that Medicare Part D Open Enrollment will end on December 7, 2017.

D. Public Safety
President Hernandez next moved to item 5. D. - Public Safety and recognized Director Manuel Cruz to address the following:

Criminal Justice Program Status Reports
Mr. Cruz informed the Board that the CJD continues the notification of awards for fiscal year 2017/2018 funding cycle, and that recipients have up to 45 days to accept their grant award on eGrants and begin requesting reimbursements.

Emergency Communications Status Report
1. Consider Approval to Purchase and Add 9-1-1 Call Taking Workstations

Due to the increase in call volume throughout the years, staff requests one (1) additional call taking workstation position at several Public Safety Answering Points (PSAP), and three (3) additional call taking workstation positions at the Hidalgo County Sheriff’s Office. A request was submitted and approved at the Commission on State Emergency Communications (CSEC) Board meeting in September. In accordance with CSEC Program Policy Statement (PPS) 026 - Adding a PSAP or 9-1-1 Call Taking Workstation Position, these PSAPs meet and/or exceed the ten (10) 9-1-1 calls per day, per 9-1-1 call taking workstation position minimum requirements as outlined in PPS 026. With the exception of Hidalgo County, each site will receive equipment
totaling $27,000 and the total project costs will be $299,521.97. **Mayor Henry Hinojosa made a motion to approve the purchase and adding 9-1-1 Call Taking Workstation Positions as requested. Mayor Pro-tem Norie Gonzalez Garza seconded the motion, and upon a vote the motion carried unanimously.** Upon conclusion of action Mr. Cruz gave the program departmental status updates.

**Homeland Security Program Status Report**


Mr. Cruz stated that in accordance with the 2017/2018 LRGVDC Intercooperative Agreement with the Office of the Governor’s Homeland Security Grant Division (OOG-HSGD), staff is recommending Board review and approval of the HSAC Policy Manual. This policy manual was developed by staff and will govern the LRGVDC’s Homeland Security Advisory Committee’s application review and prioritization process for designated funding sources. In addition, these policies and procedures will govern the operation of LRGVDC’s Homeland Security Planning as outlined in the Intercooperation Agreement between the OOG-HSGD and the LRGVDC. These policies will be reviewed annually to align with regional and state guidelines and priorities. **Mayor Henry Hinojosa made a motion to approve the Homeland Security Advisory Committee Policy Manual as presented. Mr. Eddy Gonzalez seconded the motion, and upon a vote the motion carried unanimously.** Upon conclusion of action Mr. Cruz gave programmatic updates.

**Regional Police Academy Status Report**

1. Consider Approval of Interlocal Cooperation Act Agreement Between City of Sullivan City and LRGVDC Regional Police Academy for Equipment Services Donation

Mr. Randall Snyder, Training Coordinator was recognized and reported that in accordance with TCOLE regulations and the Texas Administrative Code (TAC) 215.2(c)(5), the Regional Police Academy Basic Peace Officer Course must have sufficient law enforcement automobiles for training purposes. After an extensive search, staff was able to secure two used law enforcement vehicles from the City of Sullivan City Police Department. Only the Regional Police Academy program and cadets will utilize this equipment solely for training purposes during the vehicle operator’s course. In addition, acquiring these assets will satisfy TCOLE’s Comprehensive Academy Program Evaluation requirements. **Mr. Ronald Mills made a motion to approve the Interlocal Cooperation Act Agreement Between the City of Sullivan City and the LRGVDC Regional Police Academy for Equipment Services Donation as presented. Mr. Troy Allen seconded the motion, and upon a vote the motion carried unanimously.** Upon conclusion of action Mr. Snyder gave updates on the Regional Police Academies and was proud to announce that 107 cadets were recently graduated from the 194th BPOC Night Academy and the 195th BPOC Day Academy, and all 107 cadets passed their TCOLE state licensing exam on the first attempt.

**E. Transportation**

**Hidalgo County Metropolitan Planning Organization Status Report**

No report was available at this time.
Valley Metro Status Report

1. Consider Approval of An Indefinite System-wide Fare Free Initiative

Program Director Tom Logan was recognized and reported that the main goal of this initiative is to continue to improve performance measures for Passengers/Hour and Passengers/Mile to increase ridership while remaining cost effective. The Fare Free Initiative was implemented on March 1, 2017 and was slated to end on August 31, 2017. Staff requested and the Board unanimously approved to extend the initiative until December 31, 2017. Upon conclusion of discussion Mayor Jim Darling made a motion to approve continuation of the System-wide Fare Free Initiative on an annual basis effective until December 31, 2018. Ms. Veronica Gonzalez seconded the motion, and upon a vote the motion carried unanimously.

2. Consider Approval of Revisions to ADA Policy Procedures

Mr. Logan stated that the policy revisions are minor in nature and are intended to reflect changes in State and FTA guidelines. Other changes include non-critical language such as grammar corrections, names, and titles within the policy. The Hon. Norma G. Garcia made a motion to approve the revisions to the ADA Policy Procedures as presented. Mayor Jim Darling seconded the motion, and upon a vote the motion carried unanimously. Upon conclusion of action Mr. Logan gave the ridership report and the report on the Regional Transportation Advisory Panel activities.

Upon conclusion of action Ms. Veronica Gonzales requested a moment of personal privilege to address the UTRGV issue of accreditation related to the consolidation of Valley universities. She stated that while UTRGV has been placed on probation for 12 months by the Southern Association of Colleges and Schools Commission on Colleges, UTRGV remains accredited.

President Hernandez next move to item 6: Executive Session, A. Personnel Matters pursuant to Section 551-074 (1) to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee. At 12:41 pm Mr. Eddy Gonzalez made a motion to go into Executive Session; Mayor David Suarez seconded the motion, and upon a vote the motion carried unanimously. At 1:11 pm The Hon. Norma G. Garcia made a motion to return to regular session; Mayor Jim Darling seconded the motion and upon a vote the motion carried unanimously. President Hernandez stated that no action is required from discussions during Executive Session.

President Hernandez next moved to item 13. – New or Unfinished Business; there being none, Mayor Henry Hinojosa made a motion to adjourn; the Hon. Norma G. Garcia seconded the motion and the meeting was adjourned at 1:12 pm.

ATTEST:

Mayor Ambrosio “Amos” Hernandez, President

Deborah Morales, Recording Secretary
ITEM #4. A.
ADMINISTRATION
AWP & BUDGET
Lower Rio Grande Valley Development Council  
Board of Directors & Membership Meeting  
Wednesday, January 31, 2018  

Item #4: Administration  

A. Act on Recommendations from Annual Work Program & Budget Committee Regarding Adoption of FY 2018 Annual Work Program & Budget  
Mayor David Suarez  
Committee Officer  

Summary of Draft Annual Work Program:  
The Annual Work Program (AWP) outlines LRGVDC’s overall purpose, structure, and performance objectives.  
The LRGVDC submitted the Annual Work Program (AWP) to the Membership and requested that any comments be submitted prior to this meeting.  

Summary of the Draft 2018 Annual Budget:  

❖ 2018 Annual Budget is $26,309,626. (Ref. page 34)  
   ▪ This amount reflects a decrease of $437,821 from the 2017 budget.  
   ▪ This decrease is a result of a reduction in funding by GLO as the Hurricane Dolly HUD Disaster Recovery Program is nearing full completion.  

❖ 2018 (Total Budget Expenditure) Indirect Rate is 8.71%.  
   ▪ This amount reflects a decrease of 1.11% from the 2017 amount of 9.82%.  

❖ 2018 (Salary-Based) Indirect Rate is 30.40%. (Ref. page 33)  
   ▪ This amount reflects a decrease of 2% of the 2017 indirect rate amount of 32.40% due to Administration Department salary savings and efficiency.  

❖ 2018 Fringe Benefit rate is 53.87%. (Ref. page 33)  
   ▪ This amount reflects an increase of 1.1% over the 2017 fringe benefit rate of 52.77%.  
   ▪ This increase reflects the TML employee insurance premium rate increase of 9%.  

❖ 2018 Annual Budget does not reflect a Membership dues increase.  

❖ 2018 Salary Recommendations for Staff include a standard Cost of Living Adjustment (COLA) of 2% for all employees.
As per LRGVDC Personnel Policy, additional merit increases recognize outstanding performance and are granted as a result of an exceptional annual employee performance evaluation.

Performance merit increases generally shall not exceed an additional 3% over the 2% COLA.

(To be eligible for an increase, an employee must have been employed for 12 consecutive months and all eligible increases would be effective January 1, 2018. Those employees not eligible in January will be considered eligible for increase consideration on their respective 1-year anniversary Date of Employment.)

The Committee met on January 23 and reviewed the Annual Work Program and Budget. The Committee unanimously recommends approval of both the Annual Work Program and Budget.

GENERAL MEMBERSHIP ACTION ITEM
ITEM #4. B.
ADMINISTRATION
INVESTMENT REPORTS
LOWER RIO GRANDE VALLEY DEVELOPMENT COUNCIL  
Quarterly Investment Report  
October 1, 2017 through December 31, 2017

This quarterly report is in full compliance with investment policy and strategy as established for the Lower Rio Grande Valley Development Council and the Public Funds Investment Act.

Recorded Interest Income for the quarter $5,115.21

Investments in TexPool:

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TexPool Prime Rate as of December 31, 2017 - 1.4746%

Crystal Balboa  
Director of Finance
LOWER RIO GRANDE VALLEY DEVELOPMENT COUNCIL
Annual Investment Report
January 1, 2017 through December 31, 2017

This annual report is in full compliance with investment policy and strategy as established for the Lower Rio Grande Valley Development Council and the Public Funds Investment Act.

Recorded Interest Income for the year $15,927.83

Investments in TexPool:

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Crystal Balboa
Director of Finance
ITEM #4.C.
ADMINISTRATION
DRAFT
RESOLUTION 2018-01
RESOLUTION
DRAFT
2018 – 01

SUPPORTING THE ABILITY OF MUNICIPALITIES TO COLLECT ONLINE SALES TAX

WHEREAS, the Lower Rio Grande Valley Development Council (LRGVDC) is the Regional Council of Governments serving Cameron, Hidalgo, and Willacy Counties; and

WHEREAS, the Supreme Court of the United States’ current rulings have restricted states and municipalities from collecting sales tax on internet sales at the point of purchase rather than the point of sale; and

WHEREAS, with the increasing amount of internet based retail, the inability to collect tax-revenue by the states can have a potentially disastrous impact as consumers purchase less from brick-and-mortar retailers; and

WHEREAS, brick-and-mortar retailers are likewise disadvantaged by the current holdings of the Supreme court as on-line retailers who are not physically located in the state do not collect or pay state sales tax; and

WHEREAS, the state of South Dakota passed a law requiring out-of-state sellers to collect and turn over sales tax to their states, and this law was struck down by South Dakota’s highest court, and the Supreme Court has accepted the appeal; and

WHEREAS, the states’ and municipalities’ ability to effectively collect sales tax from internet retailers is important to the health and vitality of our communities.

NOW, THEREFORE, BE IT RESOLVED that the LRGVDC Board of Directors hereby passes this resolution in support of South Dakota’s Petition to the Supreme Court of the United States to modify previous holdings restricting states from collecting sales tax from internet retailers.

Adopted this 31st Day of January 2018.

Mayor Ambrosio “Amos” Hernandez, President
ITEM #5. A.

ECONOMIC DEVELOPMENT
Lower Rio Grande Valley Development Council
Board of Directors Meeting

Wednesday, January 31, 2018

Item #5: Department Reports

A. Economic Development

Economic Development Status Report ...................................... Terrie G. Salinas, Director

1. Consider Approval of the Following Regional Small Cities Coalition (RSCC) Officers

   a. Chairman – Rolando Vela, Laguna Vista City Manager
   b. Secretary/Treasurer – Lydia Moreno, Lyford City Secretary
   c. Member-at-Large #2 – Pete de la Cruz, Edcouch Planning Director

The RSCC Meeting for December was held on December 14, 2017, which was after the December LRGVDC Board of Directors meeting. The election of officers requires the LRGDC Board of Directors’ approval at this month’s meeting. Mr. Rolando Vela was the chairman last year and was nominated for a second term. He gladly accepted as did Mrs. Lydia Moreno from the City of Lyford, who will serve another term as the Secretary/Treasurer.

The person for Member-at-Large #2, however, was replaced with Mr. de la Cruz from Edcouch. All the nominees accepted the officer positions; therefore, Board Action is required.

ACTION ITEM
Item #5: Department Reports

A. Economic Development Status Report .............................. Terrie G. Salinas, Director

- Regional Small Cities Coalition Meeting

The RSCC Meeting was conducted January 11, 2018 at the Harlingen Country Club, thanks to our host member, the City of Palm Valley. Unfortunately, Mayor George Rivera was out of town, but we had the next best person, Mayor Pro-Tem Debe Wright to provide a brief overview and welcome. After the luncheon, Chairman Vela called on Ms. Estella Coello to do a brief description of the membership services provided by the Harlingen Country Club.

This month’s main speaker was Mr. Manuel Cruz, LRGVDC Director of Public Safety. He went over the grant programs that are currently available for Homeland Security and Criminal Justice funding. Mr. Cruz was able to provide a detailed, but brief presentation to help the small cities with their project applications. However, he stressed that applicants are still required to attend a mandatory application workshop. The second presentation was conducted by Mr. Art Rodriguez, Owner of RGV Geeks. He addressed the importance of cyber security, especially for city offices. Some of the RSCC members had already experienced a computer crash to their main system and it was an expensive and dreadful recovery process for all concerned. The members had several questions to ask both speakers. The Chairperson then thanked them for answering everyone’s questions and asked for a motion to adjourn. The next meeting will be hosted by the City of Hidalgo.

Manuel Cruz, LRGVDC Public Safety Director
Building Blocks for Economic Development Practitioners & Community Leaders

The Regional South Texas Economic Council (RSTEC) in collaboration with the Office of the Governor, Economic Development & Tourism Division will be conducting the fourth session in the Building Blocks Series. This session is free of charge and open to all communities across the region. It is geared towards economic development professionals (staff), as well as their respective Economic Development Board Members and Municipal Elected Officials.

It will be held on February 7th, from 8:00 a.m. to 11:30 a.m. at the LRGVDC Ken Jones Board Room, Building B, 301 W. Railroad in Weslaco. The main speaker will be Jordan Robinson, Manager of the Department of Strategic Business Development, Office of the Governor Greg Abbott, Economic Development & Tourism Division. Miss Robinson will discuss:

- The State of Texas’ economic recruitment process/strategies
- How communities can respond to leads on companies looking to invest in Texas
- What site selectors & company decision makers are looking for in your response
- What economic incentives the State of Texas has to offer (Texas Enterprise Fund, etc.)
Please feel free to join us and encourage your Board Members and Elected Officials to attend. Breakfast and lunch will be provided and while there is no cost for the workshop; seating is limited, so please RSVP as soon as possible to:

Matt Z. Ruszczak, 956.647.7832; matt@riosouthtexas.com or Leticia Flores, 956.244.1143; leticia.flores@gov.texas.gov
ITEM #5. B.

COMMUNITY & ENVIRONMENTAL SERVICES
Item #5: Department Reports

B. Community & Environmental Services ............................ Marcie Oviedo, Director

Community Development Status Report

- HUD Disaster Recovery Housing Program

The LRGVDC executed a contract with Texas General Land Office (GLO) for Hurricane Dolly Disaster Recovery Affordable Rental Program (DRARP) on October 12, 2012. Additional funds have been awarded to two Multi-Family Rental Projects for additional units: Willacy White House Project (11 units) and South Texas Economic Development Corporation – Donna Project (8 units). Willacy White House Project has completed construction on all 11 units. Donna Project (STEDC) will begin construction early next month and complete the project by March 31, 2018.

Environmental Resources Status Report

- Solid Waste Management Program

The Request for Applications for the FY 2018/2019 Regional Solid Waste Grant Funds was closed on Friday, January 12, 2018. We received 16 applications which will be reviewed by the Subcommittee on Tuesday, January 23, 2018. The Solid Waste Advisory Committee has scheduled the Scoring meeting for Tuesday, February 6, 2018 with final approval by the LRGVDC Board of Directors on Wednesday, February 28, 2018.

Staff continues to provide technical assistance and outreach and continues to monitor all Solid Waste Management Projects. All information pertaining to the Solid Waste Program is available at www.lrgvdc.org/solidwaste.html

- Water Resources

  - Rio Grande Regional Water Planning Group (Region M)

    Please visit the Region M Website at www.riograndewaterplan.org for updates on the 2021 Regional Water Plan and other Rio Grande Regional Water Planning Group activities.
Reservoir Levels

On January 20, 2018 the U.S. combined ownership at Amistad/Falcon stood at 65.90% of normal conservation capacity, impounding 2,235,127 acre-feet, up from 62.98% (2,136,221 AF) of normal conservation a year ago at this time. Overall the system is holding 57.67% of normal conservation capacity, impounding 3,415,521 acre-feet with Amistad at 61.03% of conservation capacity, impounding 1,999,211 acre-feet and Falcon at 53.51% of conservation capacity, impounding 1,416,310 acre-feet.

Mexico has 46.65% of normal conservation capacity, impounding 1,180,394 acre-feet at Amistad/Falcon.
1/20/2018, 65.90% of Capacity or 2,235,127 AF
up from 2,136,221 AF of Normal Conservation a year ago

NOTE: Mexico Ownership/Reservoir Capacity for January 20, 2018: 46.65% (1,180,394) A.F.
<table>
<thead>
<tr>
<th></th>
<th>Amistad</th>
<th>Falcon</th>
</tr>
</thead>
<tbody>
<tr>
<td>Normal Conservation Elevation</td>
<td>340.462 Meters 1,117.00 Feet</td>
<td>91.805 Meters 301.20 Feet</td>
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<tr>
<td>Water Elevation</td>
<td>333.345 Meters 1,093.65 Feet -23.35</td>
<td>86.410 Meters 283.50 Feet -17.70</td>
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<tr>
<td>Total Normal Conservation Capacity</td>
<td>4,040,325 TCM 3,275,532 Acre-Feet</td>
<td>3,264,813 TCM 2,646,817 Acre-Feet</td>
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<tr>
<td>Total Combined Storage</td>
<td>2,466,000 TCM 1,999,211 Acre-Feet 61.03%</td>
<td>1,747,000 TCM 1,416,310 Acre-Feet 53.51%</td>
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<tr>
<td>US Share of Current Storage</td>
<td>1,707,000 TCM 1,383,882 Acre-Feet 69.22%</td>
<td>1,050,000 TCM 851,246 Acre-Feet 60.10%</td>
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<tr>
<td>Mexico share of Current Storage</td>
<td>759,000 TCM 615,329 Acre-Feet 30.78%</td>
<td>697,000 TCM 565,065 Acre-Feet 39.90%</td>
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<tr>
<td>TOTAL RELEASES AVG</td>
<td>37.00 CMS 1,307 CFS 88.65%</td>
<td>30.10 CMS 1,063 CFS 11.35%</td>
</tr>
<tr>
<td>US Release AVG</td>
<td>32.80 CMS 1,158 CFS</td>
<td>4.20 CMS 148 CFS</td>
</tr>
<tr>
<td>Mexico Release AVG</td>
<td>4.20 CMS 148 CFS</td>
<td>20.20 CMS 713 CFS</td>
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<tr>
<td>TOTAL INFLOWS AVG</td>
<td>30.10 CMS 1,063 CFS</td>
<td>30.10 CMS 1,063 CFS 48.41%</td>
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<td>US Inflows AVG</td>
<td>9.90 CMS 350 CFS</td>
<td>2.05 CMS 72 CFS</td>
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<tr>
<td>Mexico Inflows AVG</td>
<td>2.05 CMS 72 CFS</td>
<td>2.05 CMS 72 CFS</td>
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<tr>
<td>US Reservoir Loss</td>
<td>3.72 CMS 131 CFS</td>
<td>34.70 CMS 1,225 CFS</td>
</tr>
<tr>
<td>Overall Status</td>
<td></td>
<td></td>
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<tr>
<td>Normal Conservation Capacity -</td>
<td>Amistad 4,040,325 TCM 3,275,532 Acre-Feet</td>
<td>Falcon 3,264,813 TCM 2,646,817 Acre-Feet</td>
</tr>
<tr>
<td>US Share of Amistad Normal Conservation</td>
<td>2,270,663 TCM 1,840,849 Acre-Feet</td>
<td>1,913,180 TCM 1,551,034 Acre-Feet</td>
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<tr>
<td>Current US share of Normal Conservation</td>
<td>1,707,000 TCM 1,383,882 Acre-Feet 75.18%</td>
<td>1,050,000 TCM 851,246 Acre-Feet 54.88%</td>
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<tr>
<td>Normal Conservation Capacity -</td>
<td>Falcon 3,264,813 TCM 2,646,817 Acre-Feet</td>
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<tr>
<td>US Share of Falcon Normal Conservation</td>
<td>1,913,180 TCM 1,551,034 Acre-Feet</td>
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</tr>
<tr>
<td>Current US share of Normal Conservation</td>
<td>1,050,000 TCM 851,246 Acre-Feet 54.88%</td>
<td></td>
</tr>
<tr>
<td>Normal Capacity - Amistad/Falcon System</td>
<td>7,305,138 TCM 5,922,348 Acre-Feet</td>
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<td>Normal Conservation Capacity - US</td>
<td>4,183,843 TCM 3,391,883 Acre-Feet 57.27%</td>
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<td>Normal Conservation Capacity - Mexico</td>
<td>3,121,295 TCM 2,530,466 Acre-Feet 42.73%</td>
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<tr>
<td>Current Storage US</td>
<td>2,757,000 TCM 2,235,127 Acre-Feet 65.90%</td>
<td></td>
</tr>
<tr>
<td>Current Storage Mexico</td>
<td>1,456,000 TCM 1,180,394 Acre-Feet 46.65%</td>
<td></td>
</tr>
<tr>
<td>Current Storage - Amistad - Falcon System</td>
<td>4,213,000 TCM 3,415,521 Acre-Feet</td>
<td></td>
</tr>
<tr>
<td>Percent of Storage Capacity</td>
<td>57.67% 57.67%</td>
<td></td>
</tr>
</tbody>
</table>
ITEM #5. C.

HEALTH

&

HUMAN SERVICES
Item #5: Department Reports

C. Health & Human Services

**Area Agency on Aging Status Report** ........................................ Jose L. Gonzalez, Director

- **Age Well Live Well VISTA Project**

  The memorandum of agreement and the volunteer assignment description have been submitted to the Texas Health and Human Services to start the posting and advertising for the VISTA volunteer. The Area Agency on Aging is one of eight Area Agencies on Aging in the State to be involved in this project.

  Health and Human Services is the lead agency in this endeavor. The goal of the project is to provide resources, tips, tools and expertise to help older Valley residents be healthy, be connected, and be informed.

- **Medicare Improvements for Patients and Providers Act (MIPPA)**

  Area Agency on Aging staff will start their annual efforts in addressing the MIPPA project. This program will provide assistance to low income Medicare beneficiaries to access some of the Medicare cost saving programs such as the Low Income Subsidy. This program helps with the Medicare insurance premium, deductibles, and other cost sharing.
ITEM #5. D.

PUBLIC SAFETY

CRIMINAL JUSTICE
Item #5: Department Reports

D. Public Safety

Criminal Justice Program Status Reports .......................... Manuel Cruz, Director

1. Consider Approval of FY 2018 Criminal Justice Division – Victims of Crime Act (VOCA) Grant Project Resolution

In accordance with the Office of the Governor's - Criminal Justice Division (OOG-CJD), grant applications must include a resolution that contains specific information relevant to the FY 2018 CJD grant funding cycle. Upon approval, the resolution will be uploaded and included with the application on e-Grants.

The LRGVDC is requesting your support and approval to apply for a two year VOCA grant to continue with the Regional Crime Victim Liaison (RCVL) Project. This project will continue to benefit the region as it will continue to provide assistance directly to victims of crime in order to speed up their recovery and aid them through the criminal justice process.

Attached for your review and approval is the resolution for the grant that will be submitted by the LRGVDC.

Attachment A. Should there be any questions, please advise.

ACTION ITEM
WHEREAS, The LRGVDC Board of Directors, Governing Body finds it in the best interest of the local governments and the citizens of the LRGVDC Region, that the Regional CVL Project be operated for 09/01/2017-08/31/2019; and

WHEREAS, The LRGVDC Board of Directors agrees that in the event of loss or misuse of the Office of the Governor funds, The LRGVDC Board of Directors assures that the funds will be returned to the Office of the Governor in full; and

WHEREAS, LRGVDC Board of Directors, designates the LRGVDC Executive Director as the grantee’s authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that The LRGVDC Board of Directors approves submission of the grant application for the Regional CVL Project to the Office of the Governor’s, Criminal Justice Division.

Passed and Approved this 31st of January, 2018

Signed by:

______________________________
The Honorable Ambrosio Hernandez, LRGVDC President

eGrants Number: _3343102_
Item #5: Department Reports

D. Public Safety

Criminal Justice Program Status Report ................................................. Manuel Cruz, Director

- Criminal Justice Division (CJD) Grant Opportunities – FY 2018

The Office of the Governor – Criminal Justice Division continues the notification of awards for the FY2018/2019 funding cycle. Recipients will have up to 45 days to accept their grant award on eGrants and begin requesting reimbursements.

The FY2018 Criminal Justice funding cycle for agencies interested in improving the criminal justice system, juvenile justice system, direct victim services, and mental health/substance abuse treatment services began in December. The LRGVDC’s Criminal Justice Program scheduled CJD Grant Workshops for the FY 2018 CJD funding year. Future potential applicants were highly encouraged to attend the MANDATORY Grant Workshops. Applicants who failed to attend a mandatory grant workshop will be placed in a second tier of the category and prioritized by the committee to be eligible for any excess funding that may be available. The workshop schedules and details regarding eligible applicants and requirements were made available for viewing and downloading at the LRGVDC website, www.lrgvdc.org - Public Safety tab.

Anyone who has an interest in making our community safer was encouraged to attend, including but not limited to:

- Law Enforcement Officials
- Juvenile Organizations
- School District Officials
- Non-profit Agencies
- Probation Department Employees
- Faith-based Organizations
- Concerned Citizens
- Victims’ Assistance Agencies

An email along with RFA’s regarding the Criminal Justice Grant Notification of the Availability of Funding was sent out to the following groups:

- CJAC Members
- HSAC Members
*CJAC General Distribution List
*HSAC General Distribution List
*Police Chiefs
*Emergency Management Coordinators
*City Managers
*Sheriff’s office for Cameron County
*Sheriff’s office for Hidalgo County
*Sheriff’s office for Willacy
(Constables for Cameron County
(Constables for Hidalgo County
(Constables for Willacy County

*A friendly reminder will be sent to the groups mentioned above in February 2018.

The following steps will be taken to provide notice of this funding announcement opportunity during the months of January and February:

- Notification of Availability of Funding will be posted on the LRGVDC website under the Public Safety tab and on the regional calendar and will include links to the CJD website.
- Notification of this funding opportunity will be sent out via Twitter.
- Funding announcements will also be made at the monthly Homeland Advisory Committee and LRGVDC Board of Directors meetings in January and February.
- A notice will be mailed out to the 46 local governments (city managers) in Cameron, Hidalgo, and Willacy Counties in January.

Please refer to Attachment B. should you have any questions, please advise.

- **Regional Crime Victim Liaison Program**

  (Hidalgo County) Staff continue to visit the police departments in Hidalgo County to provide assistance. Staff have been going out to the community and providing presentations. They have set up booths at events to provide information regarding the services provided and have attended events where they have been able to discuss their role with the department. Staff are in the process of meeting to schedule the Regional Victim Assistance Academy in collaboration with other agencies. The dates have not been confirmed, but will be shared once they are confirmed.

  (Cameron & Willacy County) Staff is scheduled to attend a meeting in February to assist Cameron County at South Padre Island during Spring Break week. Liaisons will be conducting visits in Willacy and Cameron County to further assist police departments.
ITEM #5. D.

PUBLIC SAFETY

EMERGENCY COMMUNICATIONS
Item #5: Department Reports

D. Public Safety

Emergency Communications Status Report.......................... Manuel Cruz, Director

1. Consider Approval to Purchase KV Switches for 9-1-1 PSAP Workstations

   Due to the increase in 9-1-1 call taking, there is a need for additional technology such as, computers and monitors at each workstation. Instead of having three or four separate keyboard and mouse combinations at each work station, the KV switches give the Telecommunicator the ability to have a single keyboard and mouse for up to four different computers and four different monitors. This will assist call takers by increasing response time during an actual emergency.

   At this time, staff requests Board approval to begin the procurement process to purchase KV switches for 48 workstations for a total cost of $33,360.00.

   Should there be any questions, please advise.
Lower Rio Grande Valley Development Council  
Board of Directors Meeting  
Wednesday, January 31, 2018

Item #5: Department Reports

D. Public Safety

Emergency Communications Status Report ............................... Manuel Cruz, Director

- Location Validation Program

  Staff constantly generates address tickets, addresses new subdivisions and customer requests for their 9-1-1 Physical Address; and we are also working closely with the Hidalgo County 2020 Census Coalition and with Ann Cass at Proyecto Azteca to address Colonias and other hard to reach areas of Hidalgo and Willacy County. Presently, we have completed addressing 76 wind turbines in San Perlita in Willacy County and we have been in communication with the operations manager at Los Mirasoles Windfarms in McCook to provide us shape files to geocode existing turbines.

- Database Program

  Database staff continuously updates the 9-1-1 database and adds new streets and ranges as new subdivisions are developed in Hidalgo and Willacy Counties. In December 429 Telephone Numbers (TN) were corrected and 112 streets in the Master Street Address Guide (MSAG) were updated. Also, over 260 address request calls were received which resulted in 235 address tickets for 9-1-1 physical addresses.

- Mapping Program

  Mapping Program staff has transitioned all 9-1-1 physical address data to the new State approved EGDMS Schema; this change is vital to the future of 9-1-1 call routing. It has been implemented at the LRGVDC 9-1-1 office as well as the host sites at McAllen PD and the Hidalgo County Sheriff’s Office. The Mapping Program continues to use the Geolynx tool to add new data to maps more efficiently and to help detect and correct any errors in GIS. Staff continuously works on address point verification in order to ensure accurate call routing in the new I-3 9-1-1 Environment. Staff also continues to update address information on its local maps.

- System and Public Safety Answering Point (PSAP) Operations

  On November 8, 2017, staff performed monitoring on the following PSAPs: **La Joya PD, Palmview PD, Hidalgo PD**, Mission PD, Pharr PD, Pharr Fire, Elsa PD, Alton PD, **Edinburg PD** and **McAllen PD**. Out of these ten monitoring visits, five PSAP’s, listed in bold italic above, were noted to have
discrepancies. The discrepancies found were as follows: TTY test call log not up to date, temperature in the back room not cold enough and one of the trunks not working accordingly. Discrepancies were fixed on two of the PSAPs (Edinburg & McAllen) and follow up visits are scheduled for the other three (La Joya, Palmview & Hidalgo) the week of January 22, 2018.

By CSEC requirements, at a minimum, one monitoring visit is required, however, due to the high importance of the 9-1-1 systems, staff performs two monitoring visits per year.

We require that all corrective actions outlined in the discrepancy report be resolved within thirty (30) days from the receipt of mailed correspondence that is sent by staff. At the end of the thirty day period we will make additional requests for documentation and confirm completion of the corrective actions for compliance purposes. If necessary, an additional monitoring visit will be scheduled with PSAP personnel.

Our back-up network has been completely deployed with AT&T fiber, adding redundancy to our 9-1-1 networks which will significantly decrease down time.

- Public Education /Training Program

Public Education is an ongoing priority for Emergency Communications Program and staff continues to reach out to communities and educate residents. In December, staff participated in the annual Weslaco Parade. Storage cleanup and inventory of public education material was finalized. No Telecommunicator trainings were conducted during this month, will reconvene training opportunities in 2018. Bus Wrap Installations were completed on (5) buses to assist in promoting the ongoing 9-1-1 campaigns. Efforts continue to focus on educating the Lower Rio Grande Valley on “Kari’s Law” along with “Text to 9-1-1” and “Know Your Location.”
ITEM #5. D.  

PUBLIC SAFETY  

HOMELAND SECURITY
Lower Rio Grande Valley Development Council
Board of Directors Meeting

Wednesday, January 31, 2018

Item #5: Department Reports

D. Public Safety

Homeland Security Program Status Report..................................Manuel Cruz, Director

1. Consider Approval of Homeland Security Advisory Committee Recommendations for FY 2018 Chair and Vice Chair

In accordance with the HSAC Bylaws, the HSAC held elections for officers on January 4 for FY 2018 and elected Ms. Odee Leal, City of Brownsville Emergency Management Coordinator as Chair, and Mr. Tony Lopez, City of Weslaco Fire Chief/Emergency Management Coordinator as Vice-Chair.

Should there be any questions, please advise.

ACTION ITEM
Item #5: Department Reports

D. Public Safety

Homeland Security Program Status Report..............................Manuel Cruz, Director

2. Consider Approval of Homeland Security Advisory Committee Scoring Instruments

In accordance with the FY 2017/2018 LRGVDC Intercooperative Agreement with the Office of the Governor’s Homeland Security Grant Division (OOG-HSGD), staff is recommending Board review and approval of the HSAC Score Instruments for the FY 2018 HSGD Grant funding cycle.

The attached two scoring instruments for the SHSP and LETPA funding categories are to be used for the HSAC’s application review and prioritization process. Scoring instruments are reviewed annually to align with regional and state guidelines and priorities.

Please refer to the attachments. Should there be any questions, please advise.
# SHSP – FY 2018 Project Application Score Score Sheet

<table>
<thead>
<tr>
<th>Applicant:</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Project Title:</td>
<td></td>
</tr>
<tr>
<td>Amount Requested:</td>
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</tr>
</tbody>
</table>

Did the applicant attend a COG grant workshop as mandated by the Homeland Security Grants Division?  
If “No”, application is ineligible.  

Y | N

Is the applicant complying with ALL of the following requirements:  
1) a current Emergency Management Plan at Intermediate level or above; and  
2) a 90% average on both adult and juvenile criminal history dispositions reported to Texas DPS; and  
3) a full 12 months of accurate UCR data reporting to Texas DPS for the most recent calendar year?  
If “No”, application is ineligible.  

Y | N

If applicant is part of a Special Response Team, 1) is team FEMA Typed; and  
2) has applicant provided the COG with a copy team’s MOU or By-Laws?  
If “No”, application is ineligible.  
If not applicable, mark “NA”.  

Y | N

Will the applicant be able to sustain the capabilities supported by this project without additional state or federal funds?  

Y | N

Does this project assist the applicant in preventing, preparing for, or protecting against acts of terrorism?  
Max 25 Pts. allowed

Does this project address a high-priority preparedness gap(s)?  
Max 20 Pts. allowed

Does the project address a regional Activity Area identified by HSAC for FY 2018?  
(Interoperable Communications, Special Response Teams & Responder Capabilities, Operational Coordination, or Critical infrastructure)  
Max 15 Pts. allowed

Is the project consistent with capability targets set in the LRGVDC’s Threats & Hazard Identification and Risk Assessment (THIRA) process, and gaps identified in the LRGVDC’s State Preparedness Report (SPR)?  
Max 20 Pts. allowed

Does this project have a regional impact? (i.e. a positive impact for developing or sustaining capabilities that may benefit neighboring jurisdiction(s) or the state and/or nation as a whole)  
Max 10 Pts. allowed

Is the project cost reasonable and cost effective?  
Max 10 Pts. allowed

**TOTAL SCORE**  
Max 100 Pts. allowed
### If not fully funded, can this project be completed?

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<tr>
<th>Y</th>
<th>or</th>
<th>N</th>
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<th>Amount Recommended for Funding:</th>
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<tr>
<th>Printed Name of HSAC Member:</th>
<th>Print Name Here</th>
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<table>
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<th>Signature of HSAC Members:</th>
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- [ ] Check if Exempt due to conflict of interest
## LRGVDC (COG-21) Homeland Security Advisory Committee

### LETPA – FY 2018 Project Application Score Sheet

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<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
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<tr>
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<tr>
<td>Did the applicant attend a COG grant workshop as mandated by the Homeland Security Grants Division?</td>
<td>Y</td>
<td>N</td>
</tr>
<tr>
<td>Is applicant complying with ALL of the following requirements:</td>
<td>Y</td>
<td>N</td>
</tr>
<tr>
<td>1) a current Emergency Management Plan at Intermediate level or above; and</td>
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<tr>
<td>2) a 90% average on both adult and juvenile criminal history dispositions reported to Texas DPS; and</td>
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<td>3) a full 12 months of accurate UCR data reporting to Texas DPS for the most recent calendar year?</td>
<td>Y</td>
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<td></td>
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<td>Will the applicant be able to sustain the capabilities supported by this project without additional state or federal funds?</td>
<td>Y</td>
<td>N</td>
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<tr>
<td>Does this project assist the applicant in achieving target capabilities related to preventing, preparing for, or protecting against acts of terrorism?</td>
<td>Y</td>
<td>N</td>
</tr>
<tr>
<td>Does this project have a clear linkage to one or more of the following Core Capabilities of the National Preparedness Goal? <em>(Planning, Public Information &amp; Warning, Operational Coordination, Intelligence &amp; Information Sharing, Interdiction &amp; Disruption, Screening, Search, &amp; Detection, and Forensics &amp; Attribution)</em></td>
<td>Y</td>
<td>N</td>
</tr>
<tr>
<td>Does the project address one of the regional Activity Areas identified by the HSAC for FY 2018? <em>(Interoperable Communications, Special Response Teams &amp; Responder Capabilities, Operational Coordination, Critical infrastructure)</em></td>
<td>Y</td>
<td>N</td>
</tr>
<tr>
<td>Is the project consistent with capability targets set in the LRGVDC’s Threats &amp; Hazard Identification and Risk Assessment (THIRA) process, and gaps identified in the LRGVDC’s State Preparedness Report (SPR)?</td>
<td>Y</td>
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<td>Does this project have a regional impact? <em>(i.e. a positive impact for developing or sustaining capabilities that may benefit neighboring jurisdiction(s) or the state and/or nation as a whole)</em></td>
<td>Y</td>
<td>N</td>
</tr>
<tr>
<td>Is the project cost reasonable and cost effective?</td>
<td>Y</td>
<td>N</td>
</tr>
<tr>
<td>If not fully funded, can this project be completed?</td>
<td>Y or N</td>
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☐ Check if Exempt due to conflict of interest
Item #5: Department Reports

D. Public Safety

Homeland Security Program Status Report..........................Manuel Cruz, Director

3. Consider Approval of FY 2018 Homeland Security Grant Program Resolutions

In accordance with the Office of the Governor’s Homeland Security Grant Division (OOG-HSGD), grant applications must include a resolution that contains specific information relevant to the FY 2018 HSGP grant funding cycle. Upon approval, the resolutions will be uploaded and included with the application on e-Grants.

Attached for your review and approval are the resolutions for the specific projects that will be managed by the LRGVDC.

1. LRGVDC Regional Planning Services
2. Texas Task Force RGV Type 3 Team Enhancement

Attachment A & B. Should there be any questions, please advise.
WHEREAS, The LRGVDC Board of Directors, Governing Body finds it in the best interest of the local governments and the citizens of the LRGVDC Region, that the Regional Homeland Security Planning be operated for 09/01/2018 – 08/31/2019; and

WHEREAS, The LRGVDC, Board of Directors agrees that in the event of loss or misuse of the Office of the Governor funds, the LRGVDC Board of Directors assures that the funds will be returned to the Office of the Governor in full; and

WHEREAS, LRGVDC Board of Directors, designates the LRGVDC Executive Director as the grantee’s authorized official. The authorized official is given the power to apply for, accept, reject, alter, or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that the LRGVDC Board of Directors approves submission of the grant application for the Regional Homeland Security Planning Project to the Office of the Governor’s Homeland Security Grant Division.

Passed and approved this 31st of January, 2018.

Signed by: ___________________________________________

The Honorable Ambrosio Hernandez, LRGVDC President
WHEREAS, The LRGVDC Board of Directors, Governing Body finds it in the best interest of the local governments and the citizens of the LRGVDC Region, that the Texas Task Force-RGV Team Enhancement Project be operated for 09/01/2018 – 08/31/2019; and

WHEREAS, The LRGVDC, Board of Directors agrees that in the event of loss or misuse of the Office of the Governor funds, the LRGVDC Board of Directors assures that the funds will be returned to the Office of the Governor in full; and

WHEREAS, LRGVDC Board of Directors, designates the LRGVDC Executive Director as the grantee’s authorized official. The authorized official is given the power to apply for, accept, reject, alter, or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that the LRGVDC Board of Directors approves submission of the grant application for the Texas Task Force-RGV Team Enhancement Project to the Office of the Governor’s Homeland Security Grant Division.

Passed and approved this 31st of January, 2018.

Signed by:  

The Honorable Ambrosio Hernandez, LRGVDC President
Lower Rio Grande Valley Development Council
Board of Directors Meeting
Wednesday, January 31, 2018

Item #5: Department Reports

D. Public Safety

Homeland Security Program Status Report.................................Manuel Cruz, Director

- Homeland Security Program & Funding Opportunity FY 2018

  Staff held two workshops regarding the FY 2018 HSGD Grant Funding cycle. Staff will continue to provide technical assistance to jurisdictions during the grant application period.

  Staff continues to provide technical assistance to jurisdictions with Emergency Management Plans (EMP), meeting eligibility requirements, technical assistance on equipment expenditures, grant deadlines and hosting trainings for first responders.

- Citizen Corps Program (CCP)/Preparedness

  Staff continues to be part of R6 FEMA Community Preparedness Working Group and well as Advisory member for the Texas Youth Preparedness Council. Staff continues to conduct outreach and promote Community Preparedness throughout the LRGVDC Region.

  SAVE-THE-DATE: South Texas 2018 All Hazard Conference is scheduled to take place on March 28 & 29 at the McAllen Convention Center.

  Register at: https://www.hidalgocounty.us/1464/2017-South-Texas-All-Hazards-Conference

- FY 2015 Homeland Security Grant Program

  As part of the reallocation process, LRGVDC has purchased equipment for the RGV Texas Task Force – Type 3 Team. This project is completed.

- FY 2016 Homeland Security Grant Program

  As part of the reallocation process, LRGVDC has purchased equipment for the RGV Texas Task Force – Type 3 Team. Additional monies were received, and staff is in process of ordering additional equipment for the team.
FY 2017 Homeland Security Grant Program

Staff continues to monitor active grants for the FY 2017 grant funding cycle and assist jurisdictions with technical assistance. Staff continues to manage the FY 2017 grant for the Edinburg-Mission HAZ-MAT Team Enhance Project.

Should there be any questions, please advise.
ITEM #5. D.

PUBLIC SAFETY

REGIONAL POLICE ACADEMY
Item #5: Department Reports

D. Public Safety

Regional Police Academy Status Report  .................... Randall Snyder, Training Coordinator

- **In-Service Training Hours Reported**
  
<table>
<thead>
<tr>
<th></th>
<th>12/01/17-01/31/2018</th>
<th>Year to date</th>
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<tbody>
<tr>
<td>Classes Reported</td>
<td>8</td>
<td>2</td>
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<tr>
<td>Officers Attending</td>
<td>65</td>
<td>27</td>
</tr>
<tr>
<td>Contact Hours</td>
<td>792</td>
<td>108</td>
</tr>
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- **Basic Peace Officer Academy Cadets Enrolled**

  - Upper Valley Day   Accepting Cadets
  - Upper Valley Night Accepting Cadets
  - Lower Valley Day   Accepting Cadets
  - Lower Valley Night Accepting Cadets

- **January – February 2018 In-Service Schedule**

  - February 16, 2018  DWI Investigation
  - February 17, 2018  SFST Refresher Course
  - February 19-20, 2018 Advanced Vehicle
                        Contraband Concealment

- **Basic Peace Officer Course Upcoming Academies**

  The registration is in process for all Academies

  - 196th BPOC Day Academy – Upper Valley  Tentative: March 02, 2018
  - 196th BPOC Day Academy – Lower Valley  Tentative: March 02, 2018
  - 197th BPOC Night Academy – Upper Valley Tentative: March 02, 2018
  - 197th BPOC Night Academy – Lower Valley Tentative: March 02, 2018

- **Academy Graduation Dates**

  - 196th BPOC-Day Academy  Tentative: August 2018
  - 197th BPOC-Night Academy Tentative: November 2018
ITEM #5. E.

TRANSPORTATION
Item #5: Department Reports

E. Transportation

Valley Metro Status Report ................................................................. Tom Logan, Director

1. Consider Approval of Revisions to Drug and Alcohol Policy

The policy revisions are minor in nature and are intended to reflect changes in the Federal Transit Administration guidelines in order to maintain compliance.

Please see attachment A

Should you have any questions please advise.

ACTION ITEM
LRGVDC
Transit Services Department
Drug & Alcohol
Free Workplace Policy

LRGVDC Board of Directors
Proposed Approval by
January 31, 2018

Lower Rio Grande Valley Development Council
510 S. Pleasantview Drive
Weslaco, TX 78596
(956) 969-5761
1-800-574-8322
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1.0 POLICY STATEMENT

The Lower Rio Grande Valley Development Council (LRGVDC) Transit Services Department – Valley Metro is committed to promoting the safety and well-being of its employees, passengers, motorists and pedestrians. To ensure that transit service is delivered safely, efficiently and effectively, each employee has the responsibility to perform his/her duties in a safe, conscientious, and courteous manner.

A drug/alcohol-free workplace is essential to creating a safe environment for employees and the public while providing transit services. LRGVDC’s Transit Services Department – Valley Metro is committed to providing a drug/alcohol-free workplace through the enforcement of the regulations issued by the Federal Transit Administration (FTA). In February 1994, the Federal Transit Administration (FTA) published two regulations prohibiting drug use and alcohol misuse by transit employees and required that transit agencies test for prohibited drug use and alcohol misuse. In August 2001, these regulations were updated and consolidated into one regulation. The new regulation is 49 CFR Part 655, as amended, “Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations”. In addition, the U.S. Department of Transportation (DOT) issued 49 CFR Part 40, as amended, Procedures for Transportation Workplace Drug and Alcohol Testing Programs which describes the testing procedures to be followed. A complete copy of regulation Part 49 CFR Part 40, as amended will be made available to employee upon request.

2.0 PURPOSE:

In order to meet its public safety responsibilities and to comply with the requirements of the above laws and regulations, including the requirements of the FTA and State regulations regarding the prevention of prohibited drug use and misuse of alcohol in transit operations, LRGVDC’s Transit Services Department – Valley Metro has adopted the following Drug/Alcohol-Free Workplace Policy and a copy of this policy will be distributed to each covered employee.
3.0 DRUG AND ALCOHOL DESIGNATED EMPLOYER REPRESENTATIVE (DER)
Any questions regarding this policy or any aspect of LRGVDC's Transit Services Department – Valley Metro Substance Abuse Program should be addressed to the following transit system representatives:

<table>
<thead>
<tr>
<th>Drug &amp; Alcohol Program Manager (DAPM):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sarah Dierlam</td>
</tr>
<tr>
<td>Manager I</td>
</tr>
<tr>
<td>510 S. PLEASANTVIEW DR.</td>
</tr>
<tr>
<td>WESLACO, TEXAS 78596</td>
</tr>
<tr>
<td>1-800-574-8322</td>
</tr>
<tr>
<td>Fax (956) 969-8176</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Designated Employer Representative (DER):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dora Cruz</td>
</tr>
<tr>
<td>Program Specialist I</td>
</tr>
<tr>
<td>510 S. PLEASANTVIEW DR.</td>
</tr>
<tr>
<td>WESLACO, TEXAS 78596</td>
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<td>1-800-574-8322</td>
</tr>
<tr>
<td>Fax (956) 969-8176</td>
</tr>
</tbody>
</table>

4.0 SAFETY- SENSITIVE FUNCTIONS
The Federal Transit Administration (FTA) has determined that safety-sensitive functions are performed by those who:
1. Operate revenue service vehicles, whether or not the vehicle is in revenue service.
2. Operate non-revenue service vehicles that require drivers to hold a Commercial Driver License (CDL).
3. Control dispatch or movement of a revenue service vehicle.
4. Maintain revenue service vehicles or equipment used in revenue service. (The rule applies to all maintenance contractors who stand in the shoes of an urbanized system serving a population of 200,000 or more and who perform engine repair, revenue service repair, equipment repair, and component rebuild/overhaul).
5. Carry a firearm for security purposes.

5.0 SAFETY SENSITIVE POSITIONS
Safety sensitive position-a duty position or job category which requires the performances of a safety-sensitive function(s) such as those job titles listed below:
1. Director II
2. Assistant Director – Maintenance & Operations
3. Assistant Director – Grants/Compliance/ Planning/ Mobility
4. Risk Specialist I
5. Supervisor II – Maintenance
7. Motor Vehicle Tech. III
8. Motor Vehicle Tech. II
10. Supervisor II – Operations
11. Case Manager III – ADA Coordinator
12. Program Supervisor I – Urban Area
13. Program Supervisor I – Small Urban & Rural
16. Vehicle Driver III
17. Vehicle Driver II
18. Vehicle Driver I
19. Vehicle Driver – Non CDL
20. Program Supervisor II – Planning & Mobility
21. Program Specialist III – Large Urban
22. Planner II

6.0 PARTICIPATION AS A REQUIREMENT OF EMPLOYMENT
Every employee of the LRGVDC’s Transit Services Department – Valley Metro working in a job classified as a safety-sensitive position must participate in the employer’s prohibited drug and alcohol testing program. All covered employees are required to submit to drug and alcohol tests conducted in compliance with 49 CFR Parts 40 & 655, as amended. Participation in this program is a condition of employment with LRGVDC’s Transit Services Department Valley Metro.

7.0 PERIOD OF COVERAGE AND PROHIBITED BEHAVIOR
An employee must not consume alcohol while performing a safety-sensitive function (655.32). Consumption of Alcohol is prohibited:
1. Four hours prior to performing a safety-sensitive function (655.33).
2. Eight hours following an accident unless the employee has already undergone a post-accident test (655.34).
3. Employees are also prohibited from consuming alcohol during the hours the employee is On-call (655.33(b).

A blood alcohol concentration of 0.04 or greater while on duty, while performing a safety-sensitive function, is considered a positive test result (655.31). Employees with an alcohol concentration of 0.02 or greater, but less than 0.04 will not be allowed to perform or continue to perform safety-sensitive functions until a subsequent test measures less than 0.02, or the employee has been removed from duty for at least 8 hours.

Use and ingestion of illegal drugs is prohibited at all times and can be tested for drugs anytime while on duty.

8.0 ON-CALL EMPLOYEES
(1) On call employees who are called for duty will be given the opportunity to acknowledge any use of alcohol or the inability to perform his/her safety sensitive function when called to report to duty.
If the covered employee has acknowledged the use of alcohol, but claims ability to perform his or her safety-sensitive function, LRGVDC’ Transit Services Department - Valley Metro must administer a reasonable suspicion test.

9.0 VIOLATION OF A CRIMINAL DRUG STATUTE
Revised: January 31, 2018
If an employee pleads guilty or no contest to a violation of a criminal drug statute, the employee must notify his/her supervisor no later than five (5) days after the conviction. LRGVDC’s Transit Services Department – Valley Metro is then required to notify the federal government and the Texas Department of Transportation (TXDOT) within ten (10) days of said notification by the employee or other actual notice of this conviction. **An employee convicted of a violation of a criminal drug statute will be terminated.**

In addition, the distribution, dispensation, possession, concealment, use, sale, or unlawful manufacture of alcohol or drugs while on duty or on LRGVDC’s Transit Services Department – Valley Metro premises or conviction of a criminal drug statute for a violation occurring in the workplace is strictly prohibited and will be grounds for termination. All LRGVDC’s Transit Services Department – Valley Metro employees must comply with this policy and report within 5 days any conviction for a violation of a drug of a statute that occurred in the workplace.

**10.0 PREVIOUS DOT EMPLOYER RECORD CHECK**

Section 40.25, *as amended*, of the Revised DOT Drug and Alcohol Testing rule states that all DOT covered employers must make a good faith effort to obtain testing records for the previous (2) two years, for all applicants seeking safety-sensitive positions. Every applicant will be required to complete a written consent that allows their previous employer(s) to release drug and alcohol testing information to the LRGVDC’s Transit Services Department – Valley Metro. Should applicant refuse to provide this consent he/she will not be permitted to perform safety-sensitive functions.

LRGVDC’s Transit Services Department – Valley Metro will submit the applicant/transferees written consent along with a request for information to each of the DOT-regulated employers who have employed the applicant/transferee for any period during the 2 years before the date of individual’s application or transfer: The following information will be obtained:

1. Alcohol test results of 0.04 alcohol concentration or greater;
2. Verified positive drug tests;
3. Refusals to test;
4. Other Violations of FTA/DOT rules; and
5. as appropriate, documentation of the successful completion of DOT return-to-duty requirements including follow up tests.

If the previous employer does not have this information, this documentation will be obtained from the employee. LRGVDC’s Transit Services Department – Valley Metro expects that any report turned in is not a false report from any previous DOT employer.

If possible LRGVDC’s Transit Services Department – Valley Metro will obtain and review this information before the applicant employee performs safety sensitive functions. If LRGVDC’s Transit Services Department – Valley Metro does not receive information within (30) days, LRGVDC’s Transit Services Department – Valley Metro will document a good faith effort. If LRGVDC’s Transit Services Department – Valley Metro has not made a good faith effort LRGVDC’s Transit Service Department – Valley Metro will not allow the
employee to perform safety sensitive functions after 30 days from the date on which the employee first performed safety sensitive job duties.

LRGVDC’s Transit Services Department - Valley Metro must also ask all applicants/transferees whether he/she has tested positive, or refused to test within the past two years on any DOT pre-employment drug or alcohol test administered by a DOT covered employer for which they did not get the job.

If information obtained from a previous employer indicates a non-negative test result in violation of a DOT/FTA regulation LRGVDCs Transit Services Department – Valley Metro will not allow the employee to perform safety-sensitive duties unless documentation is obtained stating that the employee has complied with the return-to-duty requirements including the Substance Abuse Professional (SAP) assessment, successful treatment, negative return-to-duty test and follow-up tests.

Any employee who previously violated a DOT drug and alcohol regulation or who had a positive test result and who cannot confirm completion of any treatment program will be terminated under LRGVDC and LRGVDC’s Transit Services Department – Valley Metro authority.

LRGVDC’s Transit Services Department – Valley Metro will keep the following confidential documentation received and/or good faith efforts for a minimum of 3 years:

1. Alcohol test results of 0.04 alcohol concentration or greater;
2. Verified positive drug tests;
3. Refusals to test;
4. Other violations of FTA/DOT rules; and as appropriate, documentation of the successful completion of DOT return-to-duty requirements including follow up tests.

If the previous employer does not have this information, documentation must be obtained from the employee.

11.0 CIRCUMSTANCES FOR TESTING

Under LRGVDC’s Transit Services Department – Valley Metro authority if an employee comes forward with a Drug and Alcohol problem, the employee will not be allowed to continue to perform safety-sensitive functions and will be terminated. A covered employee will be tested for prohibited misuse under this part and all different types of tests will follow same policies:

11.1 PRE-EMPLOYMENT TESTING (655.41 & 655.42)

Prior to conducting a pre-employment test, LRGVDC’s Transit Services Department – Valley Metro will inform the applicant or employee in writing of the testing requirement. (655.17) as amended

LRGVDC’s Transit Services Department – Valley Metro will require that all applicants for employment in safety-sensitive positions or individuals being transferred into safety-sensitive positions from non-safety sensitive positions be given a pre-employment drug and alcohol test. Applicants will not be assigned safety-sensitive functions unless the individual has a verified negative test result.
When an existing covered employee has not performed a safety-sensitive function for 90 consecutive calendar days and the employee has not been in the employer’s random testing pool during that time for sickness, vacation, jury duty, leaves of absence, workers compensation, Family Medical Leave or any other purpose that extends 90 days or more, the employee will be required to take a pre-employment drug test and obtain a negative test result prior to the reassignment of safety-sensitive duties.

Any applicant who undergoes a pre-employment test, but is not actually assigned safety-sensitive duties within 90 days from the date of the test, will have to be retested with negative test results prior to the applicant’s first performance of safety-sensitive duties.

LRGVDC’s Transit Services Department – Valley Metro has chosen to conduct under FTA authority pre-employment drug and alcohol testing only after making a contingent offer of employment (or transfer).

LRGVDC’s Transit Services Department – Valley Metro will follow the procedures set forth in Part 655.42 and Part 40 (Subparts J through N) as amended. The applicants must have a negative alcohol test (<0.02 BAC) before he or she is assigned any safety-sensitive duties.

When an employee or applicant has previously failed or refused a pre-employment drug and alcohol test administered under this part, the employee must provide the employer proof of having successfully completed a referral, evaluation and treatment program. If a pre-employment test is cancelled, LRGVDC’s Transit Services Department – Valley Metro shall require all applicants/transferee to submit to and pass another test.

11.2 REASONABLE SUSPICION TESTING (655.43)
The FTA regulations (Sec. 655.43) as amended, require that a safety-sensitive employee submit to a test when LRGVDC’ Transit Services Department -Valley Metro has reasonable suspicion that the employee has used a prohibited drug or has misused alcohol. The request to undergo a reasonable suspicion test will be based on a specific, contemporaneous, articularly observation concerning the appearance, behavior, speech, or body odor of the safety-sensitive employee and determinations will only be made by trained supervisors or staff trained in detecting the signs and symptoms of drug use and alcohol misuse.

LRGVDC’s Transit Services Department – Valley Metro supervisor(s) may direct a covered employee to undergo reasonable suspicion testing for alcohol only while the employee is performing safety sensitive functions; just before the employee is to perform safety-sensitive functions; or just after the employee has ceased performing such functions.

Likewise an LRGVDC’s Transit Services Department – Valley Metro supervisor may direct a covered employee to undergo reasonable suspicion testing for drugs anytime the employee is on duty. Under most circumstances, the alcohol test will be administered immediately following the determination or within two (2) to eight (8) hours following the determination.
11.3 POST ACCIDENT TESTING (655.44)

Lift accidents that results in the following consequences may require testing.

Fatal Accident Testing-
LRGVDC’s Transit Services Department - Valley Metro will perform a drug and alcohol test as soon as possible following an accident involving the loss of human life. LRGVDC’s Transit Services Department - Valley Metro will test each surviving covered employee that operated the mass transit vehicle at the time of the accident. LRGVDC’s Transit Services Department - Valley Metro will also test any other covered employee whose performance could have contributed to the accident, as determined by the employer, using the best information available at the time of the accident.

Non-Fatal Accident Testing-
LRGVDC’s Transit Services Department - Valley Metro will perform a Drug & Alcohol test as soon as possible following the accident not involving the loss of human life, in which the mass transit vehicle involved is a passenger bus or van where one or more vehicles incurs disabling damage (including non-FTA funded vehicles) as the result of the accident and is removed from operation by a tow truck or other vehicle. LRGVDC’s Transit Services Department - Valley Metro shall test each covered employee operating the mass transit vehicle at the time of the accident when an individual suffers bodily injury and immediately receives medical treatment away from the scene of the accident.

LRGVDC’s Transit Services Department - Valley Metro employees shall remain readily available for testing at the scene of the accident. A covered employee who is subject to post-accident testing who fails to remain readily available for such testing, including not notifying the employer or the employer representative of his or her location or if he or she leaves the scene of the accident prior to submission to such test, will be deemed by the employer to have refused to submit to testing.

Nothing in this section shall be construed to require the delay of necessary medical attention for the injured following an accident or to prohibit a covered employee from leaving the scene of an accident for the period necessary to obtain assistance in responding to the accident or to obtain necessary emergency medical care.

If determined LRGVDC’s Transit Services Department - Valley Metro shall test for alcohol as soon as possible or within two (2) to eight (8) hours and within thirty-two (32) hours for drugs following an accident.

LRGVDC’s Transit Services Department - Valley Metro, will not test employees whose performance can be completely discounted as a contributing factor.

LRGVDC’s Transit Services Department - Valley Metro, prohibits employee(s) from consuming alcohol for 8 hours following an accident or until a post –accident test has taken place, whichever comes first.
11.4 LRGVDC’s Transit Services Department – Valley Metro POST-ACCIDENT NON-DOT TESTING

LRGVDC’s Transit Services Department – Valley Metro holds the right under its own authority to test any operator involved in an accident, if the operator is operating any LRGVDC’s Transit Services Department – Valley Metro vehicle at the time of the accident. Test administered will be a Non-DOT test.

11.5 RANDOM TESTING (655.45)

The FTA regulations (655.45), as amended, require random testing of drugs and alcohol for all employees performing safety-sensitive functions.

LRGVDC’s Transit Services Department -Valley Metro will use a valid scientifically computer based method to select safety-sensitive employees for random testing. The random number computer generator is matched with the employees’ identification number (i.e., social security number or other identification number).

At least 25 percent of the total number of safety-sensitive employees subject to drug testing and 10 percent subject to alcohol testing must be tested each year. These rates are the minimum annual percentage rates published in the Federal Register. A covered employee shall only be randomly tested for alcohol misuse while the employee is performing safety-sensitive functions; just before the employee is to perform safety-sensitive functions; or just after the employee has ceased performing such functions. A covered employee may be randomly tested for prohibited drug use anytime while on duty. Tests will be unannounced as well as unpredictable and testing will be spread reasonably throughout all periods of the calendar year. Random drug testing may also be conducted at all times of the day when safety sensitive functions are being performed to include nights, weekends, and holidays. Once the employee has been notified that he/she has been selected for testing, he/she should then report immediately to the collection site.

All safety-sensitive employees will have an equal chance of being selected for testing and shall remain in the pool, even after being tested. It is possible for some employees to be tested several times in one year, and other employees not to be tested for several years. Every effort shall be made to provide the maximum privacy possible. Employees shall be individually and discretely notified to report to the collection site, and employees selected will be assured that testing is a routine random test. Any employee required submitting to a drug and/or alcohol test must cooperate fully with the collection process and complete all required forms and documents. Random testing must be conducted at all times of day when safety-sensitive functions are performed.

LRGVDC’s Transit Services Department – Valley Metro requires each covered employee who is notified of selection for random drug or random testing proceed to the test site immediately. If the employee is performing a safety-sensitive function at the time of the notification, the employee ceases to perform the safety-sensitive function and proceeds to the testing site immediately. A covered employee shall only be randomly tested for alcohol misuse before the employee is performing safety-sensitive functions, during, or after the
employee is performing safety sensitive duties. A covered employee may be randomly tested for prohibited drug use anytime while on duty.

If an employee is off-duty or unavailable at the time LRGVDC’s Transit Services Department–Valley Metro desires to conduct a test, the test may be postponed until the employee is on duty only if the test can be performed during the same testing period. For random testing purposes, LRGVDC’s Transit Services Department - Valley Metro may remove any employee whose absence from work extends 90 days or more from the random testing pool for any testing period for which he or she will not perform any safety-sensitive duties.

LRGVDCs Transit Services Department – Valley Metro does not allow any discretion by management personnel as to who is selected or notified for random testing.

LRGVDC’s Transit Services Department – Valley Metro will give no advance warning, testing will be unannounced and immediate. LRGVDC’s Transit Services Department – Valley Metro will exercise care in scheduling substitute employees for those employees who are unavailable at the time LRGVDC’s Transit Services Department – Valley Metro desires to conduct a test.

12.0 PROHIBITED SUBSTANCES, 49 CFR Part 40, as amended

Under the FTA drug testing regulation for safety-sensitive employees, LRGVDC’s Transit Services Department - Valley Metro is required to conduct laboratory testing of urine specimens for the following five (5) types of drugs. (655.21):

1. Marijuana
2. Cocaine
3. Opiates: Opioid
4. Phencyclidine (PCP)
5. Amphetamines

Alcohol is also a prohibited substance.

13.0 TEST STANDARDS, 49 CFR Part 40, as amended (amended 7-27-2016)

All specimens indicated positive on the initial test shall be confirmed using GC/MS techniques. The drug testing panel has been modified to harmonize with the revised Mandatory Guidelines by U.S. department of Health and Human Services (DHHS) §§40.85; 40.87 (a); 40.137; 40.139

For:
Marijuana
Cocaine
Opiates: Opioid
• Hydrocodone
  Common brand names: Norco, Vicodin, Lortab, Hysingla ER
• Hydromorphone
  Common brand names: Dilaudid, Exalgo

Revised: January 31, 2018
• Oxycodone
  Common brand names: Oxycotin, Roxicodone, Percocet
• Oxymorphone
  Common brand names: Opana

Phencyclidine
Amphetamines

LRGVDC’s, Transit Services Department – Valley Metro reserves the right under its own authority to test for other drugs.

14.0 BEHAVIOR THAT CONSTITUTES A REFUSAL TO SUBMIT TO A TEST

As an employee, if you refuse to take a drug test, you incur the consequences specified under DOT agency regulations for a violation of those DOT agency regulations.

■ Failure to appear for any test (except a pre-employment) at the collection site in the time allotted.
■ Failure to remain at the test site until the testing process is completed for drug & alcohol, except in pre-employment situations where leaving before the testing process begins is not deemed to be a test refusal.
■ Failure to provide a urine, breath, or saliva specimen (verbal or physical) as required by DOT Part 40.
■ Failure to permit the observation or monitoring of specimen collection when it is required.
■ Failure to provide a sufficient amount of urine or breath specimen collection when it is required with no medical explanation.
■ Failure or refusal to take a second test when required.
■ Failure to undergo a medical evaluation when required by an MRO (see definition of MRO on page 12 or employer).
■ Failure to cooperate with the testing process.
  (Examples: refusal to empty pockets or wash hands after being directed to do so by the collector, or behaving in a confrontational manner that disrupts the collection process)
■ For an observed collection, failure to follow the observer’s instructions to raise clothing above the waist, lower clothing and under pants, and to turn around to permit the observer to determine if individual is wearing any type of prosthetic device that could be used to interfere with the collection process.
■ Possession or wearing of a prosthetic or other device that could be used to interfere with process.
■ Admitting adulteration or substitution of the specimen to the collector or the MRO.
■ If the MRO reports a verified adulterated or substituted test result.
■ In alcohol testing, refusal to sign Step 2 of the Alcohol Testing Form (ATF).
■ Leaving the scene of the accident without just cause prior to submitting to post – accident tests.

MRO or a Medical Review Officer is defined in the regulation, 49 CFR Part 40 Section 40.121-169, as a licensed physician responsible for receiving and reviewing laboratory results generated by an employer’s drug testing program and evaluating medical explanations for certain drug test results.
As an employee, when you refuse to take a Non-DOT test or to sign a Non-DOT form, you have not refused to take a DOT test. There are no consequences under DOT agency regulations for refusing to take a Non-DOT test. However, under LRGVDC’s Transit Services Department – Valley Metro authority if you refuse to take a Non-DOT test or sign a Non-DOT form you will be terminated.

15.0 FTA DRUG AND ALCOHOL REQUIRED TESTING PROCEDURES §§40.210; 40.83; 40.199; 40.193

Drug and alcohol testing of safety-sensitive employees and safety-sensitive job candidates will be conducted in a manner designed to protect employees and the integrity of the testing process, safeguard the validity of test results, and ensure that those results are attributable to the correct employee.

Urine samples for drug testing will be collected in private at the collection site designated by the LRGVDC’s Transit Services Department - Valley Metro using the split sample collection method. If the collection site personnel and the LRGVDC’s Transit Services Department - Valley Metro representative have a reason to believe that an adulterated or substituted sample has been provided, or that the employee altered or substituted the sample, the employee will be required to submit a second sample under direct observation of collection site personnel of the same gender as the employee. The determination to submit a second sample or to provide the original sample under observed collection shall be made in accordance with Section 49 CFR Part 40.

Direct Observation Procedure: Prior to specimen collection, observer must request employee to raise his/her shirt, blouse, or dress/skirt as appropriate above the waist, lower clothing and underpants and to turn around to show that he/she is not wearing any type of device that could be used to interfere with the collection process.

An approved chain of custody procedure will be followed in the administration of all drug tests. Urine samples will be sealed and installed by the employee and a witness. The drug testing custody and control form will be completed in the manner specified in 49 CFR Part 40.

Urine samples will be promptly sent to and tested by a laboratory that is certified to perform drug tests by the Department of Health and Human Services (DHHS), in accordance with the procedures set forth in 49 CFR Part 40. In most cases, the turnaround time will be no longer than forty-eight (48) hours for negative results and seventy-two (72) hours for positive results 49 CFR Part 40 permits up to five (5) days turnaround.

Urine samples including primary specimens, Immunoassay-initial screen, & GC/MS-confirmatory testing will be stored for (1) one year if positive. Split specimen-urine

Samples will be discarded if the primary specimen is negative; if test is positive split specimen will be long term frozen storage for at least sixty (60) days.

Breathalyzer tests will be conducted in a manner that provides the employee with privacy to the greatest extent possible. All of the procedures regarding such tests set forth in the 49 CFR Part 40. Revised: January 31, 2018
CFR Part 40; including procedures relating to completion of the breath alcohol testing form will be followed.

Alcohol tests will be conducted using a National Highway Traffic Safety Administration (NHTSA) approved evidentiary Breath testing device (EBT) or Alcohol Screening Device (ASD) operated by a trained breath alcohol technician (BAT). A list of the approve devices will now be listed on the ODAPC website. If the initial test indicates an alcohol concentration of 0.02 or greater, a second test will be performed to confirm the results of the initial test. Initial drug screening will be conducted using an accepted Immunoassay method. All positive tests will be confirmed using the Gas Chromatography/Mass Spectrometry (GC/MS) drug testing method.

Specimen Validity Testing will be conducted on all urine specimens provided for testing under DOT authority, as amended under “49 CFR Part 40”. Specimen Validity Testing is the evaluation of the specimen to determine if it is consistent with normal human urine. The purpose of Validity Testing is to determine whether certain adulterants or foreign substances were added to the urine, if the urine was diluted, or if the specimen was substituted. Only Urine specimens are authorized for Drug Testing and prohibit the use of DNA Testing on urine specimens collected during testing. §40.331

OBSERVED COLLECTIONS:
● All return-to-duty tests;
● All follow-up tests;
● Anytime the employee is directed to provide another specimen because the temperature on the original specimen was out of the accepted temperature range of 90 F -100 F;
● Anytime the employee is directed to provide another specimen because the original specimen appeared to have been tampered with;
● Anytime a collector observes materials brought to the collection site or the employee’s conduct clearly indicates an attempt to tamper with a specimen;
● Anytime the employee is directed to provide another specimen because the laboratory reported to the MRO that the original specimen was invalid and the MRO determined that there was not an adequate medical explanation for the result;
● Anytime the employee is directed to provide another specimen because the MRO determined that the original specimen was positive, adulterated or substituted, but had to be cancelled because the test of the split specimen could not be performed.

15.1 LRGVDC's Transit Services Department – Valley Metro Drug & Alcohol Testing Procedures

Under LRGVDC’s Transit Services Department - Valley Metro own authority, any safety-sensitive employee, regardless of employment status, may undergo a directly observed urine drug test, if requested, for any reason. Reasons may include: Random Testing, Reasonable Suspicion Testing, and Post Accident Testing. If an employee refuses the drug test and does not allow the direct observation, as defined on Page13, Under Section 15.0, of a urine drug test, it is cause for termination. Non-DOT forms will be used to test employees under LRGVDC’s Transit Services Department - Valley Metro own authority.

16.0 Confidentiality
Revised: January 31, 2018
Confidentiality will be maintained throughout the drug/alcohol screening process. Individual test results may not be released to any other party, or parties, without a specific written authorization by the tested person to release the results to others, except as follows:

1. The employee authorizes the transmittal of the information.
2. The employee has signed a release form for a back to work agreement with LRGVDC’s Transit Services Department – Valley Metro in which the results of the screen must be known for further action concerning the employee.
3. The employee has been sent for drug and/or alcohol testing and the Medical Review Officer (or designee) must inform the Manager of Administrative Services or designee of the test results.
4. When a claim is made against LRGVDC’s Transit Services Department - Valley Metro which involves the drug and alcohol screen and/or its result.
5. When necessary to comply with State or Federal requirements. Every effort will be made to carry out all actions relative to this policy in a manner which respects the dignity and confidentiality of those involved.

LRGVDC’s Transit Services Department - Valley Metro employee’s (or applicants) are required to submit to a drug or alcohol test and must promptly execute a consent to the collection of samples; analysis of the sample to determine the presence of designated controlled substances and/or their metabolites, or alcohol; and the release of test results to LRGVDC’s Transit Services Department - Valley Metro Designated Employer Transit System Representatives.

With a written request every LRGVDC’s Transit Services Department - Valley Metro employee will have the right to access his/her own drug and alcohol records and legible copies of the results of all drug and alcohol tests will promptly be made available to the employee. (Section 35.0; Page 24)

17.0 VIOLATIONS AND CONSEQUENCES OF THE MISUSE OF DRUGS AND ALCOHOL:

Violations occur when an employee:
- Has a verified positive drug test result;
- Has a confirmed alcohol concentration of 0.04 or greater; or
- Refuses to submit to a test.
- Uses drug and or alcohol while performing a safety-sensitive function(s); just before or just after performing a safety-sensitive function(s). Under the LRGVDC’ Transit Services Department – Valley Metro authority any employee who uses alcohol before, while, or just after performing a safety-sensitive function will be terminated.
- Uses alcohol during specified on calls hours when they are on-call. Under the LRGVDC’s Transit Services Department – Valley Metro authority any employee on call having an alcohol level of 0.04 or greater will be terminated.
- Does not submit to all authorized tests.

Since LRGVDC’s Transit Services Department - Valley Metro practices zero-tolerance any LRGVDC’s Transit Services Department - Valley Metro employee having any of the above violations will immediately be removed from Safety Sensitive duties and under LRGVDC’s Transit Servies Department - Valley Metro authority employee will be terminated. And will
then be referred to a Substance Abuse Professional (SAP). A list of qualified agencies for drug and alcohol counselor’s licenses/certificates will now be listed on the ODAPC’s website. The following definition:

- A licensed physician (medical doctor or doctor of osteopathy) or licensed or certified psychologist, social worker, employee assistance professional, state-licensed or certified marriage and family therapist, or drug and alcohol counselor (certified by an organization listed at https://www.transportation.gov/odapc/sap) with knowledge of and clinical experience in the diagnosis and treatment of drug and alcohol related disorders.

LRGVDC’s Transit Services Department - Valley Metro will not permit a covered employee tested under the provisions of this part who is found to have an alcohol concentration of 0.02 or greater but less than 0.04 to perform safety-sensitive functions, until:

1. The employee’s alcohol concentration measures less than 0.02; or
2. The start of the employee’s next regularly scheduled duty period, but not less than eight hours following administration of the test.

The foregoing regarding the use of alcohol will apply to periods when employees are on breaks, between shifts, or at lunch, if they are scheduled or may be assigned to work thereafter on the same day. These rules will also apply to non-safety sensitive employees.

18.0 SPLIT SPECIMENS

(a) As an employee, when the MRO has notified you that you have a verified positive drug test and/or refusal to test because of adulteration or substitution, you have 72 hours from the time of notification to request a test of the split specimen. The request may be verbal or in writing. If you make this request to the MRO within 72 hours, you trigger the requirements of this section for a test of the split specimen. There is no split specimen testing for an invalid result.

(b)(1) If, as an employee, you have not requested a test of the split specimen within 72 hours, you may present to the MRO information documenting that serious injury, illness, lack of actual notice of the verified test result, inability to contact the MRO (e.g., there was no one in the MRO’s office and the answering machine was not working), or other circumstances unavoidably prevented you from making a timely request.

19.0 DISCIPLINARY ACTION: GROUNDS FOR IMMEDIATE DISCHARGE.

Since LRGVDC’s Transit Services Department - Valley Metro practices zero-tolerance the following rules will apply to non-safety sensitive employees and Safety-Sensitive employees. And under LRGVDC’s Transit Services Department – Valley Metro authority any employee who violates these rules will be terminated.

1. Failure to report an arrest for drug and alcohol statute within five (5) days of the arrest. An employee who is terminated for failure to comply with this section will be reinstated only if he/she supplies evidence that it was not reasonably possible to comply.

2. Refusal to submit to an authorized drug or alcohol test.
3. Consuming alcoholic beverages or any substances containing alcohol, during working hours, during breaks, between shifts, at lunch, if the employee is scheduled for work or may be assigned to work.

4. Distribution, dispensation, possession, concealment, use, sale or unlawful manufacture of any prohibited substance, while on duty or on LRGVDC’s Transit Services Department - Valley Metro premises.

5. Conviction of any criminal drug statute and failure to notify LRGVDC’s Transit Services Department – Valley Metro of such conviction within five (5) days.

The policy of LRGVDC’s Transit Services Department – Valley Metro is to terminate Safety Sensitive employees after the 1st violation. However, in the event that an employee is returned to Safety Sensitive duties, they will be subject to all Return-To-Duty and Follow-up testing as specified in 49 CFR Part 40 and Part 655.

20.0 RETURN-TO-DUTY TESTING 655.46 & 40.285.

Since LRGVDC’s Transit Services Department - Valley Metro practices zero-tolerance the following rules will be applied, to non-safety sensitive employees and Safety-Sensitive employees, and under LRGVDC and LRGVDC’s Transit Services Department - Valley Metro authority any employee who violates these rules will be terminated. NOTE: Return to duty testing is collected under direct observation. Please see Direct Observation Procedure, Page 13 under Section 15.0.

1. Employee must first be evaluated by a Substance Abuse Professional.
2. Employee must pass a return to duty drug and alcohol tests. Employee will pay fees for all return to duty drug or alcohol tests.
3. Employee must have a verified negative drug test result and a negative alcohol test result to return back to a safety sensitive function.
4. If a drug test is cancelled LRGVDC’s Transit Services Department - Valley Metro shall require the employee to submit to and pass another drug test. Employee will pay fees for another drug test if the drug test has been cancelled.
5. If an employee is unable to provide a sufficient amount of urine to permit a return-to-duty drug test (i.e., 45 mL), the “insufficient volume” procedures must be followed:
   a. When an employee is unable to provide 45mL’s of urine, the collector will discard the specimen and instruct the employee that he/she has up to 3 hours to provide another specimen with sufficient volume.
   b. The 3 hour time period begins when the insufficient quantity or empty cup is presented to the collector.
   c. The employee may only consume up to 40 ounces of fluid distributed reasonably throughout the period.
   d. Refusal to drink will not be considered a test refusal, unless the 3 hour time period has expired and the employee refuses the attempt to provide a new urine specimen; this is considered a test refusal.
   e. If re-attempts are made that result in insufficient urine volume the specimen must and will be discarded. There will be no combination of urine collected to create one specimen of sufficient volume.
   f. Specimen will only be maintained if a temperature reading was out of temperature
range or showed evidence of tampering or adulteration.

g. After the 3 hours have passed and the employee is still unable to provide an adequate specimen LRGVDC’s Transit Services Department - Valley Metro will:

- Discard the insufficient specimen.
- Testing will be discontinued.
- DER will be notified.
- DER will consult with Medical Review Officer.
- LRGVDC’s Transit Services Department - Valley Metro will direct employee to obtain a medical evaluation from a licensed physician who is acceptable to LRGVDC’s Transit Services Department - Valley Metro.
- An evaluation will be made within 5 business days of the initial collection effort.
- The medical evaluation must determine a medical condition. This includes a physiological condition, urinary dysfunction, a pre-existing physiological condition not to include unsupported assertions of “situational anxiety” or dehydration. A condition which is serious and permanent, or long-term disability that is highly likely to prevent the employee from providing a sufficient urine specimen in the future.

Since LRGVDC and LGRVDC’s Transit Services Department – Valley Metro practices zero-tolerance the following rules will apply to non-safety sensitive employees and Safety-Sensitive employees. And under LRGVDC’s Transit Services Department – Valley Metro authority any employee who violates these rules will be terminated.

NOTE: Follow up testing is collected under direct observation. Please see Direct Observation Procedure, Page 13 under Section 15.0.
a. If an employee is allowed to return-to-duty, he/she shall be subject to unannounced follow-up-testing for at least 12 but not more than 60 months. Employee will pay fees for all follow up drug or alcohol tests.
b. Six tests will be performed during the first 12 months the employee has returned back to duty. Employee will pay fees for any follow up tests performed during the first 12 months the employee has returned back to duty.
c. Every case will be decided based on the unique circumstance of the individual.
d. Should the Substance Abuse Professional recommend follow-up testing beyond the 12 month period, it shall not exceed the 60 months form the time the employee returns to duty and any follow up testing beyond the 60 months will be paid by the employee.
e. The Substance Abuse Professional will recommend based upon the evaluation on how testing may be conducted. Testing may be weekly, biweekly, monthly and or may be reduced to monthly or quarterly testing.
f. The Substance Abuse Professional may also recommend that a follow-up alcohol test have a required result of less than 0.04.
g. The Substance Abuse Professional will document his/her recommendation in a written follow-up testing plan that LRGVDC’s Transit Department Services - Valley Metro is required to follow.
h. LRGVDC’s Transit Services Department - Valley Transit will not impose any additional testing requirements beyond the SAP’s follow-up testing plan.
i. Follow-up testing must be unannounced with no predictable pattern.
j. Follow-up testing is separate from and in addition to the random testing program.
k. Any employee of LRGVDC’s Transit Services Department - Valley Metro who is subject to follow-up testing must also remain in the standard random pool. Test fees will not apply to Random testing.
l. If a recommendation for aftercare from the SAP is received then LRGVDC’s Transit Services Department - Valley Metro will be encouraged to create a return-to-duty contract with the employee that will require the employee to comply with the aftercare recommendations. Such a contract would spell out performance goals and obligations, remaining free of prohibited substances and complying with aftercare recommendations.

22.0 DILUTE NEGATIVE (40.197)

(a) If the MRO informs LRGVDC’s Transit Services Department - Valley Metro that a positive drug test was dilute, the LRGVDC’s Transit Services Department - Valley Metro will simply treat the test as a verified positive test. The LRGVDC’s Transit Services Department - Valley Metro will not direct the employee to take another test based on the fact that the specimen was dilute.

(b) If the MRO informs LRGVDC’s Transit Services Department - Valley Metro that a negative test was dilute, the LRGVDC’s Transit Services Department - Valley Metro will take the following action: The employee must be retested. In cases where the level of creatinine is at a low level (2-4 mg/dL) the retest must be conducted under direct observation. This information will be stated on the results received from the MRO.

(i) LRGVDC must treat all employees the same for this purpose. For example, LRGVDC’ Transit Services Department – Valley Metro must not retest some employees and not others. LRGVDC’ Transit Services Department – Valley Metro may, however, establish different policies for different types of tests (e.g., conduct retests in pre-employment situations, but not in random test situations). LRGVDC will inform employees in advance of decisions on these matters.

(c) The following provisions apply to all tests LRGVDC’s Transit Services Department – Valley Metro directs an employee to take under paragraph (b) of this section:

(1) LRGVDC’s Transit Services Department – Valley Metro must ensure that the employee is given the minimum possible advance notice that he or she must go to the collection site;

(2) LRGVDC’s Transit Services Department – Valley Metro must treat the result of the test LRGVDC’s Transit Services Department – Valley Metro directed the employee to take under paragraph (b) of this section—and not a prior test—as the test result of record, on which LRGVDC’s Transit Services Department – Valley Metro rely for purposes of this part;

(3) If the result of the test LRGVDC’s Transit Services Department – Valley Metro directed the employee to take under paragraph (b) of this section is also negative and dilute, LRGVDC’s Transit Services Department – Valley Metro is not permitted to make the employee take an additional test because the result was dilute. In this case the test is considered to be negative.

(4) If the result of the test LRGVDC’s Transit Services Department – Valley Metro directed the employee to take under paragraph (b)(2) of this section is also negative and dilute,
LRGVDC is not permitted to make the employee take an additional test because the result was negative dilute. Provided, however, that if the MRO directs LRGVDC’s Transit Services Department – Valley Metro to conduct a recollection under direct observation under paragraph (b)(1) of this section, LRGVDC must immediately do so.

(5) If the employee declines to take a test LRGVDC’s Transit Services Department – Valley Metro directed him or her to take under paragraph (b) of this section, the employee has refused the test for purposes of this part and DOT agency regulations.

23.0 EDUCATION AND TRAINING PROGRAMS AND REQUIREMENTS (655.14)

1. Community Service Hotline Phone Numbers:
   National Technical Assistance
   a. Drug - Free Workplace Help Line- 1-800-843-4971
   b. National Clearinghouse For Alcohol And Drug Information- 1-800-729-6686
   c. National Institute On Drug Abuse Treatment Hotline(NIDA)- 1-800-662-HELP
   d. Department Of Transportation’s Anti-Drug Information Center- 1-800-CAL-DRUG
   e. Employee Assistance Professionals Association (EAPA)- 703-522-6272
   f. National Association Of State Alcohol And Drug Abuse Directors (NASADAD) 202-783-6868

2. Safety/Sensitive Employee Training:
   a. Minimum 60 minutes for drugs.
   b. No training requirement for alcohol.

3. a. Supervisory Training Requirements:
   a. 60 minutes in addition to employee training (if safety/sensitive)
   b. 60 minutes in Physical, behavioral, and performance indicators of probable drug use.
   c. 60 minutes in Physical, behavioral, and performance indicators of probable alcohol use

4. LRGVDC’s Transit services Department - Valley Metro shall establish an employee education and training program for all covered employees, including:
   a. Education. The education component shall include display and distribution to every covered employee of: informational material and a community service hot line telephone number for employee assistance, if available.
   b. Training- Covered employees. LRGVDC’s Transit Services Department - Valley Metro covered employees will receive at least 60 minutes of training on the effects and consequences of prohibited drug use on personal health, safety, and the work environment and on the signs and symptoms that may indicate prohibited drug use.
   c. Supervisors. Supervisors and/or other company officers authorized by the

LRGVDC’s Training Services Department – Valley Metro to make reasonable suspicion determinations shall receive at least 60 minutes of training on the physical, behavioral, and performance indicators of probable drug use and at least 60 minutes of training on the physical, behavioral, speech, and performance indicators of probable alcohol misuse.

24.0 REFERRAL, EVALUATION, AND TREATMENT (SECTION 655.62)
If a covered employee has a verified positive drug test result, or has a confirmed alcohol test of 0.04 or greater, or refuses to submit to a drug or alcohol test required by this part, the
employer shall advise the employee of the resource available for evaluating and resolving problems associated with prohibited drug use and alcohol misuse, including the names, addresses, and telephone numbers of substance abuse professionals (SAPs) and counseling and treatment programs.

25.0 TEXAS ALCOHOL AND DRUG ABUSE LICENSED SITE FACILITIES FOR THE LRGVDC AREA
A current list of Substance Abuse Professionals is kept by the LRGVDC’s Transit Services Department - Valley Metro and is available to staff.

a. PALMER DRUG ABUSE PROGRAM
   115 NORTH NINTH STREET
   MCALENN, TEXAS 78501
   PHONE #: (956) 687-7714

b. PALMER DRUG ABUSE PROGRAM
   1275 COTTONWOOD DRIVE
   BROWNSVILLE, TEXAS 78520
   PHONE #: (956) 544-3333

c. COMMUNITY COUNCIL
   3516 E. Expressway 83 Ste 5
   WESLACO, TEXAS 78596
   PHONE #: (956) 447-4636

d. RIO GRANDE VALLEY COUNCIL ON ALCOHOL AND DRUG ABUSE
   5510 N. Cage Blvd. Ste 8-C
   Pharr, Texas
   PHONE #: (956) 787-7111

26.0 EFFECTS OF ALCOHOL
Alcohol is the most commonly abused drug in the United States and its effect on an individual’s health, work and personal life is immense. It is estimated that each alcoholic affects four to five other people, including family, friends and co-workers. The average American pays $1000 annually to cover the hidden costs of alcoholism such as decreased productivity, accidents, increased health costs, jail, and treatment costs. Approximately 65 percent of murders, 60 percent of child abuse cases, 40 percent assaults, and 55 percent of domestic violence cases are alcohol related. Additionally, alcohol is a major factor in the majority of the traffic fatalities that occur each year.

Alcoholics put themselves at constant risk of death and illness. Those who don’t die in traffic accidents are likely to succumb to one of a number alcohol related illness, such as liver disease, malnutrition, and a weakened immune system.

There is a wide spectrum of signs and symptoms of an alcohol problem which can include the following; urgency of first drinks, feelings of guilt about drinking, onset of memory blackouts, increased dependence on alcohol, decreases ability to stop drinking when others do so, neglect of food and physical deterioration.

If an employee suspects he or she has an alcohol problem, he or she should seek the help of a Substance Abuse Professional (SAP).
27.0 ADDITIONAL PROVISIONS REQUIRED BY STATE LAW

28.0 PRESCRIPTION DRUGS/OVER THE COUNTER DRUGS
The appropriate use of prescription drugs and over the counter medication is not prohibited. Prescriptions are illegally valid prescription consistent with the Control Substance Act (CSA) as oppose to other definitions noted under the patient protection and Affordable Care Act (ACA). §40.135; 40.137; 40.141. However, the following guidelines must be observed.

1. Any employee using a prescription drug should consult with his/her physician regarding the effects of that drug in relation to the operation of motorized vehicles, machinery, or safety-sensitive functions.
2. Employees should read all labels carefully.
3. On-duty employees may not use over the counter medications where the manufacturer advises against their use while operating motorized vehicles, machinery, safety-sensitive functions, or where their use during working hours has not been approved by the employee’s physician.
4. In the event of a question regarding the use of any prescription drug or over the counter medication, the employee must notify their supervisor, and must submit written approval for use of the medication from his/her physician, upon request.
5. Any employee reporting for a drug/alcohol test must provide the Medical Review Officer (MRO) with names of prescriptions and over the counter medication that they are currently taking.
6. An employee who reports for duty while using any over the counter or prescription medication where the manufacturer advises against their use while operating motorized vehicles or machinery, who informs LRGVDC’s Transit Services Department – Valley Metro of such, and does not provide the written approval from her/his physician, will not be allowed to perform the safety-sensitive duties for failure to provide said written approval shall have any time beyond the remainder of the day of the report charged against her/his attendance records, and any instance thereafter.

Concerning determination of medically unqualified or significant safety risk:
- When a tested employee is taking a prescribed medication, the MRO must verify the prescription and if it is a valid prescription, immediately notify the employer of a verified negative result.
- In cases where an MRO verifies a prescription is consistent with the Controlled Substances Act, but that the MRO has still made a determination that the prescription may disqualify the employee under other USDOT medical qualification requirements, or that the prescription poses a significant safety-risk, the MRO must advise the employee that they will have five (5) business days from the date the MRO reports the verified negative result to the employer for the employee to have their prescribing physician contact the MRO.
• The prescribing physician will need to contact the MRO to assist the MRO in determining if the medication can be changed to one that does not make the employee medically unqualified or does not pose a significant safety risk.

• If in the MRO’s reasonable medical judgment, a medical qualification issue or a significant safety risk still remains after the MRO communicates with the employee’s prescribing physician, or after five (5) business days, whichever is shorter, the MRO must communicate this issue to the employer consistent with 49 CFR Part 40.327

• Authorizes MROs to order additional testing to assist in the verification process without requiring the MRO to obtain USDOT consent prior to testing (i.e., additional testing needed to rule out false positive for methamphetamines due to over-the-counter medications; additional testing to rule out false positive for THC due to legitimate use of the medication Marinol).
29.0 CHEMICAL SCREENING CONSENT AND RELEASE FORM

I, ______________________________, hereby acknowledge I have been informed and given a copy of the LRGVDC’s Transit Services Department – Valley Metro Substance Abuse Policy and agree to be bound by this policy for the purposes of applying for, accepting, or continuing employment with the LRGVDC’s Transit Services Department – Valley Metro. I also hereby state that I am not a user of controlled substances except under medical supervision as listed below.

I understand and consent freely and voluntarily to the LRGVDC’s Transit Services Department – Valley Metro request for urine or other specimen for sample required to detect the presence of any addictive or illegal drugs. I hereby release and hold harmless the LRGVDC’s Transit Services Department – Valley Metro, the laboratory, their employees, agents, and contractors from any liability arising from (1) this request to furnish a specimen or sample. (2) The testing of the specimen or sample, and (3) any decisions made, based upon the results of the tests, which concern my application for employment or my continued employment. I consent to allow any designated LRGVDC’s Transit Services Department – Valley Metro employee, physician, laboratory, hospital, or medical professional to perform appropriate chemical tests for the presence of alcohol, drugs, or other controlled substances. I give my permission to any designated LRGVDC’s Transit Services Department – Valley Metro employee, physician laboratory, hospital, or medical professional to release the results of these tests to the LRGVDC’s Transit Services Department – Valley Metro or its designated representative and I release any designated institution or person from any liability whatsoever arising from the release of this information. I have taken within the past 30 days, or am presently taking, the following medications:

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<thead>
<tr>
<th>Name of Drug</th>
<th>Condition for which Taken</th>
<th>Prescribing Physician</th>
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I hereby consent to allow the LRGVDC’s Transit Services Department – Valley Metro or its designated representative to verify and/or confirm the above information with the prescribing physician listed above.

**LRGVDC’s Transit Services Department – Valley Metro Representative**

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**Applicant/Employee**

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Revised: January 31, 2018
LRGVDC’s Transit Services Department
VALLEY METRO
Drug & Alcohol Policy
Verification of Employee Notice

I have received a copy of the LRGVDC’s Transit Services Department Drug & Alcohol Free Workplace Policy which outlines the rights, duties, and responsibilities of the LRGVDC’s Transit Services Department – Valley Metro and all safety-sensitive employees of the LRGVDC’s Transit Services Department – Valley Metro in accordance with 49 CFR Part 40 (Procedures for Transportation Workplace Drug and Alcohol Testing Programs) and 49 CFR Part 655 (Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations). I understand that it is my responsibility to read and abide by the rules contained in this policy.

Employee Signature: ____________________________  Date: __________________
Employee Name (print): ___________________________________________________
Social Security No.: ______________________________________________________

LRGVDC’s Transit Services Department – Valley Metro Witness Signature:
_____________________________________________________________________
Date: ___________________________________________________________________
31.0 REFERRAL NOTICE

You have indicated on your Chemical Screening Consent Release Form that you are not a user of any controlled substances. However, our screening test has revealed the presence of a controlled substance.

As a result, you will not be considered for employment at this time. However, you may elect to receive professional evaluation and/or to enter a rehabilitation program (at your own expense) at a facility approved by the Texas Commission on Alcohol and Drug Abuse. After successful completion, you may reapply for a position with the LRGVDC’s Transit Services Department – Valley Metro.

________________________________________  ____________________________
LRGVDC’s Valley Metro Department Head     Date

________________________________________  ____________________________
I acknowledge receipt of this notice         Date
(Applicant’s Signature)
# LRGVDC’s Transit Services Department – Valley Metro

## REASONABLE SUSPICION DOCUMENTATION FORM

<table>
<thead>
<tr>
<th>Employee Name:</th>
<th>Date of Observation:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Month/Day/Year:</td>
</tr>
<tr>
<td>Location:</td>
<td>Time of Observation:</td>
</tr>
</tbody>
</table>

### OBSERVED PERSONAL BEHAVIOR (CIRCLE ALL APPROPRIATE ITEMS)

#### Breath:
- (Odor of Alcoholic beverage)
- Strong
- Faint
- Moderate
- None

#### Eyes:
- Bloodshot
- Glassy
- Clear
- Dilated Pupils
- Normal
- Heavy Lids
- Fixed Pupils

#### Speech:
- Confused
- Accent
- Stuttered
- Thick Tongued
- Mumbled
- Slurred
- Cotton mouthed

#### Attitude:
- Excited
- Hilarious
- Cocky
- Talkative
- Cooperative
- Indifferent
- Insulting
- Sleepy
- Profane
- Polite

#### Unusual Action:
- Hiccoughing
- Fighting
- Belching
- Crying
- Vomiting
- Laughing
- Other

#### Balance:
- Falling
- Needs Support
- Wobbling
- Swaying
- Other

#### Walking:
- Falling
- Stumbling
- Staggering
- Swaying
- Other

#### Turning:
- Falling
- Staggering
- Stumbling
- Swaying
- Hesitant
- Other

### Any other unusual actions or statements:

### Signs or complaints of illness or injury:

### Supervisor’s Opinion

- Effects of Drug/Alcohol Intoxication:
  - □ None
  - □ Slight
  - □ Obvious
  - □ Extreme

- Action Taken:
  - □ Send for Testing
  - □ Send Employee back to Duty

- Employee Test Performed:
  - □ Yes
  - □ No
  - Comments:

- Additional Comments:

<table>
<thead>
<tr>
<th>Supervisor Signature:</th>
<th>Date:</th>
<th>Time:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Witness:</td>
<td></td>
<td>Witness:</td>
</tr>
</tbody>
</table>

Revised: January 31, 2018
Section I. To be completed by the new employer, signed by the employee, and transmitted to the previous employer:

Employee Printed or Typed Name:______________________________________________________
Employee SS or ID Number:__________________________________________________________
I hereby authorize release of information from my Department of Transportation regulated drug and alcohol testing records by my previous employer, listed in Section I-B, to the employer listed in Section I-A. The release is in accordance with DOT Regulation 49 CFR Part 40, Section 40.25. I understand that information to be released in Section II-A by my previous employer, is limited to the following DOT-regulated testing items:
1. Alcohol tests with a result of 0.04 or higher;
2. Verified positive drug test;
3. Refusals to be tested;
4. Other violations of DOT agency drug and alcohol testing regulations;
5. Information obtained from previous employers of a drug and alcohol rule violation.
6. Documentation, if any, of completion of the return-to-duty Process following a rule violation.

I-A
New Employer Name:________________________________________________________________
Address:__________________________________________________________________________
Phone Number:__________________________________  Fax Number ________________________
Designated Employer Representative:____________________________________________________

I-B.
Previous Employer Name: _____________________________________________________________
Address: __________________________________________________________________________
Phone Number:__________________________________ Fax  Number  ________________________
Designated Employer Representative: ____________________________________________________

Section II. To be completed by the previous employer and transmitted by mail or fax to the new employer:

II-A. In the two years prior to the date of the employee's signature (in Section I), for DOT-regulated testing
1. Did the employee have alcohol tests with a result if 0.04 or higher?                YES________     NO_________
2. Did the employee have verified positive drug tests?   YES________     NO_________
3. Did the employee refuse to be tested?     YES________     NO_________
4. Did the employee have other violations of DOT agency drug and alcohol testing regulations?       YES________    NO_________
5. Did a previous employer report a drug and alcohol rule violation to you?        YES________  NO_________
6. If you answered YES to any of the above items, did the employee complete the return-to-duty process?  N/A ________ YES ________  NO _________

NOTE: If you answered yes to item 5, you must provide the previous employer's report. If you answered yes to item 6, you must also transmit the appropriate return-to-duty documentation (e.g., SAP report(s), follow-up testing record).

II-B.
Name of person providing information in Section II-A:
Title:_____________________________________________________
Phone Number:__________________________________________
Fax Number:_____________________________________________
Date:___________________________________________________

Revised: January 31, 2018
### POST ACCIDENT TESTING DECISION REPORT

*Note: Accident does not necessarily mean collision. If an individual falls on a vehicle and needs to be taken to the hospital, an accident has occurred, and a post-accident test is required unless the driver can be discounted as a contributing factor. (Spring 1996, FTA D&A Updates, p.5)*

<table>
<thead>
<tr>
<th>System Name:</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Date of Accident :</td>
<td>Time of Accident:</td>
<td></td>
</tr>
<tr>
<td>Driver of Vehicle:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Location of Accident:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Traffic Crash Report Attached :</td>
<td>□ Yes</td>
<td>□ No</td>
</tr>
</tbody>
</table>

**1. Was there loss of life as a result of the accident?**
- □ Yes (Requires testing - No Exceptions)
- □ No

**2. Did an Individual suffer a bodily injury and immediately receive medical treatment away from the scene of the accident?**
- □ Yes (Requires testing unless covered employee or driver on the vehicle can be completely discounted as a contributing factor to the accident)
- □ No (Requires no testing under FTA authority.)

**3. Was there disabling damage to any of the vehicles involved?**
- Disabling damage means damage, which precludes departure of any vehicle from the scene of the occurrence in its usual manner in daylight after simple repairs; or damage to any vehicle that could have been operated but which would have further damaged the vehicle if so operated. Disabling damage does not include damage which can be remedied temporarily at the scene of the occurrence without special tools or parts; tire disablement even if no spare tire is available; or damage to headlights, taillights, turn signals, horn, mirrors, or wind shield wipers that makes them inoperative.
- □ Yes (Requires testing unless question 4 applies.)
- □ No (Requires no testing under FTA Authority.)

**4. Can the driver or any other covered employee on the vehicle be completely discounted as a contributing factor to the accident?**
- □ Yes
- □ No

**5. If drug and alcohol testing is required, can the performance of any other safety sensitive employees (e.g., maintenance personnel, dispatcher, etc.), whose performance may have contributed to the accident (as determined by the transit agency at the time of the accident), be completely discounted as contributing to the accident?**
- □ Yes
- □ No

**6. Did you perform a drug and/or alcohol test?**
- □ Yes
- □ No

**7. Decision to Test:**
- FTA Authority □
- LRGVDC Authority □

**8. Was an alcohol test performed within 2 hours?**
- □ Yes Date & Time:
- □ No Why, Not?

**9. If no alcohol test was performed and more than (8) hours elapsed from the time of the accident, please explain:**

**10. Was a drug test performed within 32 hours?**
- □ Yes Date & Time:
- □ No Why, Not?

**11. Did the driver leave the scene of the accident without just cause?**
- □ Yes
- □ No

**Attachments:**
1. Order for testing form
2. CCF (Custody Control Form) with test results

Report Submitted by: (Signature & Title): Date:

Revised: January 31, 2018 29
DRUG AND ALCOHOL RECORD ACCESS FORM

I _________________________, verify that I have been granted by LRGVDC’s Transit Services Department – Valley Metro to access, review and obtain copies of my own drug and alcohol records as required.

_________________________  ______________________
Signature             Date
Item #5: Department Reports

E. Transportation

Valley Metro Status Report ................................................................. Tom Logan, Director

- Ridership Report
  Both the rural and urban transit systems are operating and all systems are monitored daily. For the month of December 2017 ridership for the urban system, which operates Monday through Saturday in the urban areas of Hidalgo, Cameron, and Starr Counties has been averaging $8,340$ passengers a week. Ridership for the rural system which operates in the rural areas of Cameron, Hidalgo, Willacy, Starr, and Zapata Counties has an average of $1,423$ passengers per week for the month of December.

- Regional Transportation Advisory Panel (RTAP) Activity

The next RTAP meeting is scheduled for Friday, February 16, 2018

Location: Bishop Adolph Marx Conference Center
Catholic Charities of the RGV
700 N. Virgen de San Juan Blvd.
San Juan, TX 78589
Ridership by Route

RURAL
Route | Total Passenger Trips | Route Activity | Area(s) Served
--- | --- | --- | ---
Route 33 | 979 | 0% | Sullivan City, West Hidalgo County
Route 43 | 369 | 0% | South Cameron County
Route 50 | 19,680 | 7% | Brownsville, Port Isabel
Route 60 | 3,517 | 1% | Roma, Rio Grande City
Route 61 | 1,836 | 1% | Rio Grande City
Route 62 | 1,342 | 0% | Rio Grande City
Willacy (DR) | 1,898 | 1% | Willacy County
Starr (DR) | 2,497 | 1% | Starr County
Zapata (DR) | 341 | 0% | Zapata County
Route 10 | 11,790 | 4% | Edinburg
Route 12 | 5,176 | 2% | Edcouch, Elsa, Edinburg
Route 14 | 10,192 | 4% | Edinburg
Route 20 | 12,080 | 4% | Mission
Route 30 | 5,939 | 2% | Pharr, San Juan
Route 31 | 30,859 | 11% | Hidalgo County
Route 32 | 1,319 | 0% | Donna
Route 40 | 4,079 | 1% | Harlingen
Route 41 | 4,873 | 2% | Harlingen
Route 42 | 3,389 | 1% | San Benito
Route 44 | 2,710 | 1% | Pharr, La Feria, Santa Rosa
Route 45 | 19,335 | 7% | Cameron County
JagExpress | 31,853 | 11% | Weslaco, Pharr, McAllen
Vaquero Express | 93,703 | 34% | Edinburg
Hidalgo | 401 | 0% | City of Hidalgo
TOTAL | 273,088 | 100%

FY 2017 September - December
201,908

FY 2018 September - December
273,088

* Rural service - service in rural low-population areas outside of urbanized areas
* Urban service - service between or within urbanized areas

YEAR TO DATE RIDERSHIP REPORT
FY 2018 September - December

FY 2018 Monthly Ridership Summary

Ridership by Category

COST EFFECTIVENESS
Cost per passenger = $19.24 State Avg. = $16.89
Farebox Recovery Rate = 8.91% State Avg. = 5.0%

COST EFFECTIVENESS
Cost per revenue hour = $71.08 State Avg. = $60.90
Passengers per revenue hour = $19.24 State Avg. = $16.89

SERVICE EFFICIENCY
Passengers per revenue mile = 30.56 State Avg. = 22.29

SERVICE EFFICIENCY
Cost per revenue mile = $3.95 State Avg. = $4.78

SERVICE EFFICIENCY
Cost per revenue hour = $71.08 State Avg. = $60.90
Passengers per revenue hour = $19.24 State Avg. = $16.89

SERVICE EFFICIENCY
Cost per passenger = $19.24 State Avg. = $16.89
Farebox Recovery Rate = 8.91% State Avg. = 5.0%
### Distribution of Ridership

#### Hidalgo County by Cities

<table>
<thead>
<tr>
<th>City</th>
<th>Ridership</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alamo</td>
<td>2,345</td>
</tr>
<tr>
<td>Alton</td>
<td>38</td>
</tr>
<tr>
<td>Donna</td>
<td>4,005</td>
</tr>
<tr>
<td>Edcouch</td>
<td>320</td>
</tr>
<tr>
<td>Edinburg</td>
<td>114,826</td>
</tr>
<tr>
<td>Elsa</td>
<td>483</td>
</tr>
<tr>
<td>Hargill</td>
<td>0</td>
</tr>
<tr>
<td>Hidalgo</td>
<td>401</td>
</tr>
<tr>
<td>La Blanca</td>
<td>114</td>
</tr>
<tr>
<td>La Joya</td>
<td>56</td>
</tr>
<tr>
<td>La Villa</td>
<td>319</td>
</tr>
<tr>
<td>McAllen</td>
<td>50,371</td>
</tr>
<tr>
<td>Mercedes</td>
<td>2,071</td>
</tr>
<tr>
<td>Mission</td>
<td>5,527</td>
</tr>
<tr>
<td>Palmhurst</td>
<td>117</td>
</tr>
<tr>
<td>Palmview</td>
<td>104</td>
</tr>
<tr>
<td>Penitas</td>
<td>20</td>
</tr>
<tr>
<td>Pharr</td>
<td>10,915</td>
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<tr>
<td>San Carlos</td>
<td>176</td>
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<tr>
<td>San Juan</td>
<td>2,125</td>
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<tr>
<td>Sullivan City</td>
<td>454</td>
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<tr>
<td>Weslaco</td>
<td>7,218</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>202,005</strong></td>
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</tbody>
</table>

#### Cameron County by Cities

<table>
<thead>
<tr>
<th>City</th>
<th>Ridership</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brownsville</td>
<td>16,890</td>
</tr>
<tr>
<td>El Ranchito</td>
<td>83</td>
</tr>
<tr>
<td>Harlingen</td>
<td>19,371</td>
</tr>
<tr>
<td>La Feria</td>
<td>1,737</td>
</tr>
<tr>
<td>La Paloma</td>
<td>32</td>
</tr>
<tr>
<td>Laguna Heights</td>
<td>2,707</td>
</tr>
<tr>
<td>Laguna Vista</td>
<td>2,400</td>
</tr>
<tr>
<td>Los Fresnos</td>
<td>3,332</td>
</tr>
<tr>
<td>Los Indios</td>
<td>35</td>
</tr>
<tr>
<td>Olmito</td>
<td>33</td>
</tr>
<tr>
<td>Port Isabel</td>
<td>6,960</td>
</tr>
<tr>
<td>Primera</td>
<td>257</td>
</tr>
<tr>
<td>Combes</td>
<td>0</td>
</tr>
<tr>
<td>Rio Hondo</td>
<td>0</td>
</tr>
<tr>
<td>San Benito</td>
<td>5,424</td>
</tr>
<tr>
<td>Santa Rosa</td>
<td>391</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>59,652</strong></td>
</tr>
</tbody>
</table>

#### Willacy County

| Total | 1,898 |

#### Starr County

| Total | 9,192 |

#### Zapata County

| Total | 341   |

#### SYSTEM TOTAL

<p>| Total | 273,088 |</p>
<table>
<thead>
<tr>
<th>County</th>
<th>Revenue Hours</th>
<th>Revenue Miles</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hidalgo</td>
<td>22,355.21</td>
<td>521,293</td>
</tr>
<tr>
<td>Starr</td>
<td>3,312.37</td>
<td>64,323</td>
</tr>
<tr>
<td>Zapata</td>
<td>348.69</td>
<td>8,023</td>
</tr>
<tr>
<td>Cameron</td>
<td>8,043.49</td>
<td>173,793</td>
</tr>
<tr>
<td>Willacy</td>
<td>603.63</td>
<td>14,686</td>
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</table>

**Total Revenue Hours**: 34,663.39

<table>
<thead>
<tr>
<th>County</th>
<th>Revenue Hours</th>
<th>Revenue Miles</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hidalgo</td>
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<tr>
<td>Starr</td>
<td>22%</td>
<td>8%</td>
</tr>
<tr>
<td>Zapata</td>
<td>1%</td>
<td>1%</td>
</tr>
<tr>
<td>Cameron</td>
<td>23%</td>
<td>23%</td>
</tr>
<tr>
<td>Willacy</td>
<td>2%</td>
<td>2%</td>
</tr>
</tbody>
</table>

**Revenue Miles Provided**

<table>
<thead>
<tr>
<th>County</th>
<th>Revenue Miles</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hidalgo</td>
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<td>Starr</td>
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<td>Zapata</td>
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<td>Cameron</td>
<td>173,793</td>
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<tr>
<td>Willacy</td>
<td>14,686</td>
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</tbody>
</table>

**Total Revenue Miles**: 782,118