ITEM 2.

MINUTES
President Tony Martinez called the meeting to order at 12:04 p.m. and asked for roll call; upon conclusion of roll call it was ascertained that a quorum of the Board was present. The President then moved to item 2. – Consider Approval of February 22, 2017 Board Meeting Minutes. Mr. Ronald Mills made a motion to approve the February 22, 2017 Board Meeting minutes as presented. Mayor David Suarez seconded the motion, and upon a vote the motion carried unanimously.

The President then moved to item 3.A. - Report from Legislative Delegation; however no reports were available at this time. He then moved to item 3.B. – Public Comment and recognized Mr. Donato Medina, Jr. who informed the Board that he was supporting HB 1598 by State Representative Armando Martinez. Mr. Juan Cienfuegos was recognized next and also spoke on HB 1598 noting that it relates to the establishment of a color-coded identification system to be used during a state of disaster. An illuminated color display would be implemented on a mobile device to identify different types of victims, i.e. child, disabled person, adult, or pet.

President Martinez next moved to item 3.C. – Consider Approval of 2016 Annual Productivity Report. Mr. Arturo Ramirez made a motion to approve the 2016 Annual Productivity Report as presented. Mayor Pro-tem Norie Gonzalez Garza seconded the motion, and upon a vote the motion carried unanimously.

Upon conclusion of action President Martinez moved to item 3.D. – Presentation from One Gas on Energy Efficiency Program and recognized Ms. Julie Hatfield. Ms. Hatfield gave a presentation that provided a brief overview of the RGV Energy Efficiency Program, its benefits regarding gas appliance rebates, its Low-Income/Free Equipment Program, and education and outreach. Ms. Hatfield also invited two participants of the Energy Efficiency Program to testify as to their satisfaction with the program. No action needed.

The President then moved to item 3.E. – Executive Director Report and recognized Mr. Ron Garza to address the following items:

1. LRGVDC Updates & Activities
   a. Washington DC Visit
      Mr. Garza informed the Board that he was in Washington, DC from March 15 - 22 and attended the NADO (National Association of Development Organizations) Policy Conference. The America First Blue Print Budget draft was reviewed and of note to the Valley is that the Community Development Block Grants (CDBG) and Economic Development Administration (EDA) funding are eliminated. According to Washington,
CDBG does not directly benefit those in poverty; but Valley leaders know that this funding has directly benefited many Valley residents in need. Mayor Jim Darling suggested writing a letter with real life examples of how the proposed budget would negatively affect real people and to have it as an item on the April agenda.

b. **United Borders (Press Conference & Luncheon)**
   Mr. Garza announced that on April 10 Congressman Filemon Vela has scheduled a “United Borders Congressional Border Caucus Press Conference” and luncheon sponsored by the RGV Partnership, and encouraged Board Members to attend.

c. **Leadership & Innovation in City Government (Professional Development Program)**
   Mr. Garza reminded the Board that UTSA and UTRGV have created this free training series that began yesterday here at the LRGVDC facilities. The topic for the next session, scheduled for April 25, is called “Empowering Local Leaders and Rebuilding Healthy, Livable, and Sustainable Rural Communities in Texas”. These free resources can benefit all Valley communities and staff members.

d. **LRGVDC Program Orientation (Proposed 2017 Schedule)**
   Mr. Garza recommended holding Program Orientation sessions at 11:00 a.m. on the following dates, which coincide with regular Board Meeting dates:
   - April 26 - Homeland Security/Criminal Justice, Police Academy, and 9-1-1
   - June 28 - Area Agency on Aging, and Regional Planning & Services
   - October 25 - Valley Metro, Hidalgo County MPO, and EDA
   Mr. Ronald Mills made a motion to approve the Program Orientation schedule as presented. Mayor Jim Darling seconded, and upon a vote the motion carried unanimously.

Upon conclusion of Administration items, President Martinez moved to item 4. – Report from 9-1-1 Department and recognized Program Supervisor Juan Chapa to address item 4.A. – Consider Approval to Create and Develop 9-1-1 Regional Public Safety Communications Committee. Mr. Chapa informed the Board that as a result of recent outages to the 9-1-1 system, stakeholders, including Hidalgo County Emergency Management, DPS, and 9-1-1 authorities have requested the creation of this committee. The purpose of the committee will be to proactively coordinate procedures in the event of 9-1-1 outages throughout the LRGVDC region. **Mayor Jim Darling made a motion to approve the creation and development of a 9-1-1 Regional Public Safety Communications Committee. Mr. Ronald Mills seconded the motion, and upon a vote the motion carried unanimously.** Upon conclusion of action Mr. Chapa stated that the regular program status reports were available in the online information packet for review.

President Martinez next moved to item 5. – Report from Area Agency on Aging and recognized Program Director Joe Gonzalez who addressed item A.1. – Consider Approval to Not Hold Silver Haired Legislature Elections. Mr. Gonzalez informed the Board that there are five slots for the Silver Haired Legislature, but only three applications were received. Staff requests approval to appoint these three applicants. **Mayor Jim Darling made a motion to approve not holding Silver Haired Legislature Elections as recommended by the Advisory Council. Mr. Ronald Mills seconded the motion, and upon a vote the motion carried unanimously.** Upon conclusion of action Mr. Gonzalez gave the program status reports noting that the LRGVDC Area Agency on Aging Department has recently been redesigned so that now the program is based on function of staff versus the funding source.

President Martinez next moved to item 6. - Report from Economic Development Department and recognized Director Terrie Salinas who addressed the following items:
A. Economic Development Administration (EDA)

1. Consider Approval to Submit an EDA Grant Amendment for Economic Development District’s (EDD) Partnership Planning Grant

Ms. Salinas informed the Board that the EDA Regional Office notified staff that they planned to increase the Planning Grant by $10,000 for FY 2017. The Lower Rio Grande Valley EDD is in the last year of its three-year grant (2015-2017). In order to obtain these funds, the EDA has requested that staff prepare a Grant Amendment package and an SF-424A Budget Information for Non-Construction Programs. Staff requests Board approval to submit the Grant Amendment to the EDA. **Mayor Chris Boswell made a motion to approve submitting an EDA Grant Amendment for the Economic Development District’s Partnership Planning Grant as presented. Mayor Celeste Sanchez seconded the motion, and upon a vote the motion carried unanimously.**

2. Consider Approval of Resolution for Matching Funds for the EDD Partnership Planning Grant Amendment

Ms. Salinas explained that in order to receive the $10,000 grant increase approved in the previous item, the Board must also approve a local match amount. The match is based on the economic distress data for this region’s respective counties and is normally a 50:50 match ratio. But because the Valley is an economically distressed area the LRGV EDD qualifies for a 75:25 match ratio. A resolution requesting approval for $2,500 (25% of $10,000) in matching funds is presented for approval. The total budget increase is $10,000 from the EDA + $2,500 matching funds from LRGVDC for a total of $12,500. **Mayor Pro-tem Norie Gonzalez Garza made a motion to approve the resolution for matching funds for the EDD Partnership Planning Grant Amendment as presented. Commissioner Pete Garcia seconded the motion, and upon a vote the motion carried unanimously.**

3. Consider Approval of Nominations for Regional Small Cities Coalition (RSCC) Executive Committee Officers

Ms. Salinas reported that during their meeting in early March the RSCC nominated a slate of officers for 2017. The nominees are as follows:
- Chair – Rolando Vela, Laguna Vista City Manager
- Vice Chair – Javier Mendez, Primera City Manager
- Secretary/Treasurer – Lydia Moreno, Lyford City Secretary
- Member-at-Large #1 – Lyle Garza, Donna EDC Executive Director
- Member-at-Large #2 – Arnie Amaro, La Villa City Manager

These nominations require Board Approval. **Mr. Ronald Mills made a motion to approve the nominations for the RSCC Executive Committee as presented. Mayor David Suarez seconded the motion, and upon a vote the motion carried unanimously.**

4. Consider Approval of Amendments to RSCC’s Committee Bylaws

Ms. Salinas stated that during the March meeting, staff presented the RSCC bylaws for review. The revisions the committee recommended were minor, and a copy of the bylaws with the changes noted in red was presented to the Board for consideration. **Mayor Celeste Sanchez made a motion to approve the amendments to the RSCC’s Committee bylaws as presented. The Hon. Norma G. Garcia seconded the motion, and upon a vote the motion carried unanimously.**

5. Building PACE in the Valley Status Report

Upon conclusion of action Ms. Salinas gave a status report on the Service Provider Training
Workshop held on February 24 by the Texas PACE Authority and the LRGVDC.

Upon conclusion of Economic Development items President Martinez moved to item 7. – Report from Hidalgo County Metropolitan Planning Organization (HCMPO). HCMPO Assistant Director Linda De La Fuente was recognized and announced that staff is planning the 7th Annual Walk-N-Rolla event scheduled for April 22 at the Edinburg City Hall; the fun theme for this year’s event is “Capes and Tiaras” and participants are encouraged to dress like super heroes and princesses.

President Martinez next moved to item 8. – Report from Homeland Security and recognized Program Director Manuel Cruz who addressed item A.1. – Consider Approval of Amendments to FY 2017/2018 LRGVDC Homeland Security Grant Program Conditionally Approved Jurisdictions and Funding Allocations. Mr. Cruz informed the Board that the Homeland Security Advisory Committee (HSAC) met in March to conduct a final screening to ensure all jurisdictions that were selected submitted their eGrants applications to the Homeland Security Grant Division and met local and state eligibility criteria. Upon review of the final batch of submitted eGrant applications, amendments were required due to applications that were unaccounted for and funding adjustments and/or reallocations that were necessary. The rankings will remain as previously approved. 

Mr. Arturo Ramirez made a motion to approve the amendments to FY 2017/2018 LRGVDC Homeland Security Grant Program Conditionally Approved Jurisdictions and Funding Allocations as presented. Mayor Pro-tem Norie Gonzalez Garza seconded the motion, and upon a vote the motion carried unanimously.

President Martinez next moved to item 8.B. – Criminal Justice Advisory Committee (CJAC) Recommendation and Mr. Cruz addressed the following items:

1. Consider Approval of Criminal Justice Advisory Committee (CJAC) Nominations for Parliamentarian/Secretary
   Mr. Cruz informed the Board that the CJAC recommends Police Chief Ruben Villescas to fill the vacant Parliamentarian/Secretary seat. Commissioner Danny Guzman made a motion to approve Chief Ruben Villescas’ nomination as CJAC Parliamentarian/Secretary. Commissioner Pete Garcia seconded the motion and upon a vote the motion carried unanimously.

2. Consider Approval of Criminal Justice Advisory Committee (CJAC) Nominations for Vacant Disciplines
   Mr. Cruz informed the board that at their recent meeting the CJAC nominated the following individuals as committee members under the specific disciplines noted:
   - Hidalgo County – Citizen/Parent (Faith Based)
     Ms. Carla M. Rodriguez
   - Hidalgo County – Law Enforcement
     Mr. Robert Dominguez, City of Mission Police Chief
   - Hidalgo County – Prosecution/Courts
     Mr. Patrick Kelley McCormick, Hidalgo County District Attorney’s Office
   - Willacy County – Victim Services
     Ms. Annette C. Hinojosa, Willacy County District Attorney

Mayor Pro-tem Norie Gonzalez Garza made a motion to approve the nominations from the CJAC as presented. Commissioner Danny Guzman seconded the motion and upon a vote the motion carried unanimously. Upon conclusion of action Mr. Cruz gave the Criminal Justice Program status reports.
The President next moved to item 9. – Regional Planning & Services and recognized Program Director Marcie Oviedo. Ms. Oviedo stated that the status report for Water Resources was available in the online meeting packet for review, and addressed item 9.A.2. - Consider Recommendation from Solid Waste Advisory Committee (SWAC) RE: Resolution on Proposed Rio Grande Valley Regional Tire “Road to Recycling” Project. Ms. Oviedo stated that LRGVDC staff has submitted a proposal to the SWAC to implement a Regional Tire Recycling Project with the creative double entendre title “Road to Recycling”. This project will use approximately $36,517.00 of unexpended funds from Regional Solid Waste Implementation Projects. Staff has met with both Cameron and Hidalgo County staff to coordinate efforts for this project and will also invite Willacy County and all cities within the region to maximize efforts for the project. The SWAC unanimously approved this project and staff requests approval from the Board. **The Hon. Norma G. Garcia made a motion to approve the resolution on the proposed regional implementation project as presented. Commissioner Pete Garcia seconded the motion, and upon a vote the motion carried unanimously.** Upon conclusion of action Ms. Oviedo noted that Solid Waste program status reports were available in the online meeting packet for review.

The President next moved to item 9.B. - HUD Disaster Recovery Funding. Regarding item 1. - Consider Approval of National Fair Housing Month Proclamation. **The Hon. Norma G. Garcia made a motion to approve the National Fair Housing Month Proclamation as presented. Mayor Celeste Sanchez seconded the motion, and upon a vote the motion carried unanimously.** Upon conclusion of action Ms. Oviedo noted that the HUD Disaster Recovery Funding program status reports were available in the online meeting packet for review.

President Martinez next moved to item 10. - Report from Regional Police Academy and Training Center and recognized Assistant Director David Briales. Mr. Briales gave the Regional Police Academy status reports and announced that there are 45 potential graduates from the current academies. Staff is considering recognizing these graduates at the May Board meeting.

The President next moved to item 11 - Report from Valley Metro. Mr. Logan was out of town for training and Mr. Garza was recognized to provide the regular status reports.

President Martinez next move to item 12. – Old or New Business; there being none **Mayor Celeste Sanchez made a motion to adjourn; The Hon. Norma G. Garcia seconded the motion and the meeting was adjourned at 1:26 pm.**

_______________________________
Mayor Tony Martinez, President

ATTEST:

________________________________
Deborah Morales, Recording Secretary
ITEM 3.F.

QUARTERLY INVESTMENT REPORT
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

$1,980.33

Beginning 01/01/17
Ending 03/31/17

Investments in TexPool:

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<th>Ending</th>
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Total $1,833,870.31 $1,823,230.12

TexPool Rate as of March 31, 2017 - .6767%

Crystal Balboa
Director of Finance
ITEM 3.G.1.a.

RESOLUTION OF REGIONAL SUPPORT
RESOLUTION

2017-03

PROVIDING SUPPORT FROM THE LOWER RIO GRANDE VALLEY DEVELOPMENT COUNCIL
REAFFIRMING THE ECONOMIC AND COMMUNITY SIGNIFICANCE OF THE RIO GRANDE VALLEY REGION

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

WHEREAS, the LRGVDC advocates for the region’s vast economic and community impact while encouraging cooperation among units of government to improve the region’s health, safety, and general welfare; and,

WHEREAS, the prosperity and development of the region has centered upon strategic partnerships, such as the vital relationship with the neighboring country of Mexico; and,

WHEREAS, our continued success relies on protecting our joint priorities such as economic, cultural, trade, and security considerations; and,

WHEREAS, federal programs that provide measurable impact, generate economic opportunities, and sustain local communities are currently under federal budget review for possible elimination; and,

WHEREAS, the cities and counties of the LRGVDC have benefitted from the Community Development Block Grant (CDBG) Program funding and Economic Development Administration (EDA) funding; and,

WHEREAS, this impact includes funding to address critical water, sewer, natural gas, road repair, and other community infrastructure projects that have helped our communities either recover from economic displacements or spurred economic growth and job retention.

NOW, THEREFORE BE IT RESOLVED by the cities and counties represented by the Lower Rio Grande Valley Development Council:

THAT, we call upon our region’s civic leaders, local elected officials, Texas State Senators, Texas State Representatives, United States Senators and United States Representatives to advocate and support the region’s continued prosperity by:

1. Embracing the vital relationship with Mexico to ensure cooperative and strategic planning on matters such as trade, immigration, border security, and economic development; and

2. Supporting continued funding for the federal programs which provide valuable regional resources such as EDA and the CDBG program; and

3. Remaining committed to the further strengthening the Lower Rio Grande Valley as a significant and resilient region that offers a premier quality of life and a highly desirable place to live, work, and visit.

Adopted and approved this 26th day of April, 2017 at a regularly scheduled meeting of the Lower Rio Grande Valley Development Council Board of Directors.

Mayor Celeste Sanchez
LRGVDC Board 1st Vice President
ITEM 3.G.1.b.

CODE OF ETHICAL CONDUCT
G. Executive Director Report

1. LRGVDC Updates & Activities

b. Presentation of Draft Revised Code of Ethical Conduct Policy

In response to a compliance finding by Texas Department of Transportation we are now required to include on our Ethics Policy the following:

A. All staff and members of the governing body will be required to participate in an annual ethics compliance training program

B. That we include a method to report suspected violations of ethical non-compliance

C. Outline our audit and monitoring requirements as mandated by the Texas State Auditor’s office.

Therefore we are amending Appendix A of the LRGVDC Personnel Policy Manual to include the above.
Regional Planning Commissions/Council of Governments (COGs) are political subdivisions of the State of Texas. Employees and members of the governing body, as public servants, will carry out their activities in a fair and legal manner avoiding actual or perceived conflicts of interest.

As Regional Planning Commissions (RPCs) have the authority to receive state, federal and other sources of funding, Texas Local Government Code, Section 391.0095(a) requires annual report to the State Auditor to report the following:

- The amount and source of funds received.
- The amount and source of funds expended.
- An explanation of any method the RPC used to compute an expense, including computation of any indirect costs.
- A report of the RPC’s productivity and performance during the annual reporting period.
- A projection of the RPC’s productivity and performance during the next annual reporting period.
- The results of an audit of the RPC’s affairs prepared by an independent certified public accountant.
- A report of any assets of which the RPC disposed.

All staff members, are expected to conduct the activities of the organization always in full compliance with the law and in honest, fair, and courteous manner. Staff members must not ask or expect contractors or others with whom the LRGVDC does business to favor the LRGVDC or the individual staff member with special treatment.

Staff members should not permit personal preferences and dislikes to affect decisions related to their duties. To do so, acts against the LRGVDC’s policy which is to treat all individuals, members, potential members, contractors, and others fairly and equitably.

Enforceable Code of Conduct

The LRGVDC governing body sets policy for the organization. Staff members will reflect these policies in their oral and written statements representing the COG with the public, local government members, potential members, contractors, grantee state agencies, and federal agencies.

Each officer or employee acknowledges that his or her conduct while serving as a member of the staff is governed by this Code of Conduct. An officer may not:

1. Use his or her official authority or influence to interfere with, or affect the result of an election or nomination for office; or
2. Directly or indirectly coerce, attempt to coerce, command, or advise a local or state officer or employee to pay, lend, contribute anything of value to a party, committee, organization, agency, or person for a political purpose; or

3. Use of funds provided by the State of Texas to influence the passage or defeat of any legislative measure in the Texas Legislature or the outcome of any election.

Specifically, regarding contracts, no officer or employee of the LRGVDC, who exercises any functions or responsibilities in the review or approval of an undertaking or the carrying out of one of the LRGVDC’s contracts shall participate in any decision relating to that contract if the decision affects his or her personal pecuniary interest.

**Internal Ethics and Compliance Monitoring**

It is the policy of the COG to maintain the highest of ethical code of conduct through proactive measures to monitor, maintain and enforce ethical standards.

All LRGVDC employees and members of its governing body, will be required to participate in an annual Ethics training. Training will be offered annual to each existing staff/governing body member, to new employees (within probationary period) and to any new/incoming members of LRGVDC governing body.

Employees will be required to immediately report any suspected incidents of ethical non-compliance to the Executive Director and/or through online, confidential submission which will be facilitated through designated Human Resource Department compliance officer. Incident form shall be located on the LRGVDC website.

1) **RECORD RETENTION**

**GENERAL POLICY:** The LRGVDC is required to establish and maintain a records management program under the Local Government Records Act (LGRA). The program is to be implemented and monitored by the Records Management Officer. For the purpose of executing an effective record retention system the LRGVDC has adopted record retention schedules from *The Texas State Library and Archive Commission*.

The following Retention schedules have been adopted by the LRGVDC:
2) **FRAUD**

**BACKGROUND:** The corporate fraud policy is established to facilitate the development of controls which will aid in the detection and prevention of fraud against LRGVDC. It is the intent of LRGVDC to promote consistent organizational behavior by providing guidelines and assigning responsibility for the development of controls and conduct of investigation.

**SCOPE OF POLICY:** This policy applies to any irregularity or suspected irregularity, involving employees as well as consultants, vendors, contractors, outside agencies doing business with employees of such agencies, and/or any other parties with a business relationship with LRGVDC.

Any investigative activity required will be conducted without regard to the suspected wrongdoer’s length of service, position/title, or relationship to the LRGVDC.

**POLICY:** Management is responsible for the detection and prevention of fraud, misappropriations, and other irregularities. Fraud is defined as the intentional, false representation or concealment of a material fact for inducing another act upon it to his or her injury. Each member of the management team will be familiar with the types of improprieties that might occur within his or her area of responsibility, and be alert for any indication of irregularity.

Any irregularity that is detected or suspected must be reported immediately to the Executive Director, who coordinates all investigations with the affected areas, both internal and external.

**ACTIONS CONSTITUTING FRAUD:** The terms defalcation, misappropriation, and other fiscal irregularities refer to, but are not limited to:

* Any dishonest or fraudulent act.
* Misappropriation of funds, securities, supplies, or other assets
* Impropriety in the handling or reporting of money or financial transactions.
* Accepting or seeking anything of material value from
contractors, vendors, or persons providing services/materials to the LRGVDC.

* Destruction, removal, or inappropriate use of records, fixtures and equipment; and/or

* Any similar or related inappropriate conduct.

**OTHER IRREGULARITIES:** Irregularities concerning an employee’s moral, ethical, or behavioral conduct, should be resolved by department management and Human Resources rather than the Investigative Unit.

If there are any questions as to whether an action constitutes fraud, contact the Executive Director for guidance.

**INVESTIGATION RESPONSIBILITIES:** The Investigative Unit has the primary responsibility for the investigation of all suspected fraudulent acts as defined in the policy. If the investigation substantiates that fraudulent activities have occurred, the Investigation Unit will issue reports to appropriate designated personnel and, the Board of Directors if necessary.

Decisions to prosecute or refer the examination to the appropriate law enforcement and/or regulatory agencies for independent investigation will be made in conjunction with legal counsel and senior management, as will final decisions on disposition of the case.

**CONFIDENTIALITY:** The Investigative Unit treats all information received confidentially. Any employee who suspects dishonest or fraudulent activity will notify the Investigative Unit immediately, and should not attempt to personally conduct investigations or interviews/interrogations related to any suspected fraudulent act (see REPORTING PROCEDURE section below).

Investigation results will not be disclosed or discussed with anyone other than those who have legitimate need to know. This is important in order to avoid damaging the reputations of persons suspected by subsequently found innocent of wrongful conduct and to protect the LRGVDC from potential civil liability.

**AUTHORIZATION FOR INVESTIGATING SUSPECTED FRAUD:** Members of the Investigation Unit (the Executive Director, Director of Human Resources, and Director of Finance) will have:

* Free and unrestricted access to all company records and premises, whether owned or rented; AND

* The authority to examine, copy, and/or remove all or any portion of the contents of files, desk, cabinets, and other storage facilities on the premises without prior knowledge
or consent of any individual who may use or have custody of any such items or facilities it is within the scope of their investigation.

**REPORTING PROCEDURES:** Great care must be taken in the investigation of suspected improprieties of wrongdoings, so as to avoid mistaken accusations or alerting suspected individuals that an investigation is under way.

An employee who discovers or suspects fraudulent activity will contact the Investigation Unit immediately. The employee or other complainant may remain anonymous. All inquiries concerning the activity under investigation from the suspected individual, his or her attorney or representative, or any other inquirer should be directed to the Investigation Unit. No information concerning the status of an investigation will be given out. The proper response to any inquiries is: “I am not at liberty to discuss this matter.” Under no circumstances should any reference be made to “the allegation,” “the crime,” “the fraud,” “the forgery,” “the misappropriation,” or any other specific reference.

3) **EQUAL EMPLOYMENT OPPORTUNITY**

It is the policy of the COG to prohibit discrimination against any person in job structuring, recruitment, examination, selection, appointment, placement, training, upward mobility, discipline, or any other aspect of personnel administration based on race, age, religion, color, disability, national origin, or sex. Personnel decisions will be made only on the basis of occupational qualifications and job-related factors such as skill, knowledge, education, experience, and ability to perform a specific job.

The COG prohibits retaliation or discrimination against any employee for opposing an unlawful or discriminatory employment practice, or for alleging or participating in an investigation of an allegation of discrimination.

It is the responsibility of the Director of Human Resources to maintain and strive to keep the EEO policy relevant and effective. *(Amended 10/25/07)*

For reasonable recommendations for persons with Disabilities reference Appendix C. *(Amended 10/25/07)*

4) **SEXUAL HARASSMENT AND SEXUAL MISCONDUCT**

It is the policy of the COG to provide and maintain a work environment which is free of sexual harassment, sexual exploitation, and intimidation. All member of the COG must conduct themselves in a respectful and professional manner.

In this section, “sexual harassment” means unwelcome sexual advances, requests for sexual favors, or other physical or verbal conduct of a sexual nature (1) that create a hostile working environment or (2) the submission to which is made a term or condition of a person’s employment. “Sexual misconduct” includes behavior that does not reach sexual harassment, but is still inappropriate and unprofessional. All employees are expected to comply with this policy; failure to do so will result in disciplinary action up to and including immediate termination.
The COG’s grievance procedure (see Grievances) provides procedures for reporting alleged sexual harassment. The COG will immediately investigate such reports. It is the responsibility of the Director of Human Resources to maintain and strive to keep the EEO policy relevant and effective. (Amended 10/25/07)

5) CONFLICT OF INTEREST

OFFICERS: An Officer of the COG will neither have personal financial interests in the profits of any contract, service, or other work performed for the COG nor derive personal profit directly or indirectly form any contract, purchase, sale, or service between the COG and any person or company.

OFFICERS AND EMPLOYEES: An officer or employee may not:
1) Solicit or accept or agree to accept a financial benefit, other than from the COG, that might reasonably tend to influence his or her performance of duties for the COG or that he or she knows or should know is offered with intent to influence the employee’s performance;
2) Accept employment or compensation that might reasonably induce him/her to disclose confidential information acquired in the performance of official duties;
3) Accept outside employment or compensation that might reasonably tend to impair independence of judgment in performance of duties for the COG;
4) Make any personal investment that might reasonably be expected to create a substantial conflict between the employee’s private interest and duties for the COG; or
5) Solicit or accept or agree to accept a financial benefit from another person in exchange for having performed duties as a COG employee in favor of that person.

6) USE OF COG’S PROPERTY

GENERAL POLICY: The COG attempts to provide each employee with equipment and vehicles adequate to perform the job assigned, and expects each employee to observe safe work practices and safe and courteous operation of vehicles and equipment in compliance with all applicable regulations.

USE OF TOOLS, EQUIPMENT, PROPERTY, AND VEHICLES: Employees who are assigned tools, equipment, vehicles, or any other COG property by their departments are responsible for them and for their proper use and maintenance.

No personal or political use of any COG property, materials, supplies, tools, or equipment is permitted. Vehicles owned or leased by the COG are for COG use only, unless a specific agreement exists regarding use of vehicle as part of an employee’s compensation package. If an employee is in doubt about a circumstance, he or she must check with his or her supervisor before proceeding. Violations of this policy may result in dismissal and possible prosecution.

VALID DRIVER’S LICENSE: All operators of COG vehicles or their own personal vehicle on COG business are required to have a valid driver's license necessary for legal operation of that vehicle in the State of Texas and to keep their supervisor’s informed of any change status in their license. Supervisor’s periodically will check the driving records of all
employees who operate COG vehicles or are required to drive personal vehicles on COG business. Failure to maintain a safe driving record may result in disciplinary action up to and including dismissal.

Suspension or revocation of the driver's license of an employee who operates a COG vehicle is required to drive a personal vehicle regularly on COG business may result in a demotion or dismissal.

VEHICLE INSURANCE: The COG maintains up-to-date insurance coverage on all vehicles owned or leased by the COG. Employees who drive a personal vehicle on COG business are required to have automobile liability insurance as required by the State of Texas and to maintain up-to-date insurance coverage. Each employee to whom this provision applies must furnish COG proof of appropriate insurance coverage at least annually and such time(s) as coverage changes occur. Failure to meet any of these requirements may result in disciplinary action up to and including dismissal.

7) GIFTS AND GRATUITIES

A COG employee may not accept any gift (including a free service) that might tend to influence his or her official action or impair his or her independence of judgment in performance of duties for the COG. See “Conflict of Interest” section below.
ITEM 3.G.1.c.5.  

RGV to DC TRIP
RGV to D.C. 2017
Advocating for the Rio Grande Valley, Texas
SAVE THE DATE
JUNE 12TH TO JUNE 15TH

For additional information, please contact Sandra at 956-968-3141 or by email at events@valleychamber.com
ITEM 4.

9-1-1

DEPARTMENT
4. Report from 9-1-1 Department..........................................................Sergio Castro
   Director

   A. Program Status Report

   1. Location Validation Program

   Location Validation staff continuously address new subdivisions and address tickets. As
   mentioned last month, staff is helping residents post their 9-1-1 physical addresses by issuing
   address plaques. These plaques are made of durable material and have the department’s logo
   along with reflective address numbers so emergency responders can easily see them at night.

   2. 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 March a total of 281 Telephone
   Numbers (TN) were corrected and 148 streets in the Master Street Address Guide (MSAG) were
   updated. Over 250 address request calls were received, which resulted in 225 address tickets for
   9-1-1 physical addresses.

   3. 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 Hidalgo County Sheriff’s
   Office. The Mapping Program continues to use the Geolynx tool to add the new data to the map
   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.
   The mapping program also continues to update address information on its local maps.

   4. System and Public Safety Answering Point (PSAP) Operations Program

   Systems staff continues performing site visits and doing proper conduit installation to prepare all
   PSAPs for the deployment of the 9-1-1 backup network to provide redundancy at all PSAPs. Also,
   PSAP audits were performed during the week of March 24, and we are happy to report that there
   were no findings. The audit results will be reported in the CSEC’s third quarterly report due in
   June.

   5. Public Education/Training Program

   Public Education is an ongoing priority for the 9-1-1 Department and staff continues to reach out to
   communities and educate residents. Efforts continue to focus on educating the Lower Rio Grande
   Valley on Kari’s Laws.
ITEM 5.

AREA AGENCY ON AGING
Lower Rio Grande Valley Development Council
Board of Directors Meeting

Wednesday, April 26, 2017

5. Report from Area Agency on Aging .......................... Jose L. Gonzalez, Director

   A. Program Status Report

      1. Aging Policy Briefing

         The National Association of Area Agencies on Aging held its Aging Policy Briefing and the main topic of discussion was the recent Presidential Budget request. The appropriations and reductions in the proposed budget have not kept up with the increase in the senior population.

         Attached for the Boards information is a copy of two publications that may be of interest. One is the n4a Policy Priorities for 2017 and the other is the Area Agencies on Aging: Local Leaders in Aging and Community Leaving (2017).

      2. Annual Centenarian Recognition

         Final preparations are being completed for the Annual Centenarian Recognition on May 4th in Weslaco. According to the Social Security Administration the Rio Grande Valley, which includes Starr County, is home to over 240 centenarians.

      3. Additional Funds to Expand Respite Services

         The LRGVDC has received a $22,000 increase for the Rio-Net Aging and Disabilities Resource Center (ADRC) to expand respite care for family caregivers. All ADRCs in the State received this one-time special funding. This funding will be used to assist those caregivers that have exhausted the assistance under the current Area Agency program or are not eligible for services from other sources.

         The Area Agency on Aging will be identifying those clients that have exhausted their assistance this year and the previous year.
Promote the Health, Security and Well-Being of Older Adults
n4a Board of Directors, 2016-2017

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Call to Action

FOR AN AGING NATION

Every year, the National Association of Area Agencies on Aging (n4a), which represents America’s national network of 622 Area Agencies on Aging (AAAs) and provides a voice in the nation’s capital for the 256 Title VI Native American aging programs, develops a set of top policy priorities to guide our legislative and administrative advocacy efforts. Due to their targeted nature, these priorities, however, do not encompass the full breadth of policy issues that we believe are critically important to older adults, people with disabilities and their caregivers.

During this period of federal leadership transition and reevaluation of national priorities that will have deep and long-lasting implications for tens of millions of older adults, people with disabilities and their caregivers, we believe it is essential that government leaders and advocates at all levels understand the powerful demographic shift underway, as it will affect every aspect of our collective national experience.

Demographics demand and must drive federal focus on policies that support older adults and their caregivers. The Trump Administration will face the steep slope of an unprecedented and long-term shift in the composition of our country’s demographics ushered in by the maturing of America’s baby boomer generation. In the next four years alone, nearly 15 million people will turn age 65. By 2030, 73 million—or one in five—people in America will be 65 or older.

This historic demographic shift is already evident in many U.S. regions, including rural areas, where ratios of older adults far exceed the current national average and available services are unable to keep pace with the growing need. By 2035, all communities must be prepared to address these demographic realities when, for the first time in the nation’s history, the population of adults 60 and over will outnumber youth under 20.

These demographic milestones are not simply blips on the U.S. Census radar. They are mile-markers on a longer road toward a significantly older nation. It is critical that lawmakers at all levels of government recognize that, unlike at any other point in our history, demographics demand, and must drive a dedicated approach to promote cost-effective policies that meet a growing need for services and preserve fiscal stability.

Read our Aging Principles >
People want to age safely in their homes and communities. Policy solutions must increase availability of, access to and efficacy of social services that support the cost-effective aging options people most want. See “Enable Aging at Home and in the Community” on page 3 and “Invest in Cost-Effective Aging Services” on page 8.

Enabling aging in place is essential to our economic success. If we don’t embrace cost-effective, community-based solutions now, these demographics will strain government and individual finances. See “Invest in Cost-Effective Aging Services” on page 8.

Health happens at home and in the community. Leaders must recognize and promote the importance of integrating social services with health care delivery. See “Keep Older Adults Healthy” on page 12.

We are only as strong as our caregivers. We must recognize the critical importance of caregivers by building on current caregiver support programs for this essential informal workforce. See “Enable Aging at Home and in the Community” on page 3 and “Invest in Cost-Effective Aging Services” on page 8.

Community infrastructure is a critical component of healthy aging. The ability of older adults to age in place depends on access to infrastructure, including housing, transportation, community buildings and services, as well as a trained and adequate workforce. See “Modernize Infrastructure and the Workforce” on page 15 and “Invest in Cost-Effective Aging Services” on page 8.

Accomplishing these goals will require rethinking aging. There is tremendous potential in the massive demographic shift facing the country. Policymakers must also commit to promoting the value inherent in an aging population and rejecting ageism.
Enable Aging at Home and in the Community

**Strengthen community options that make it possible for older adults to age well and safely in the community.**

There may be only one near-universal opinion among the nation’s 48 million adults over age 65: an estimated 90 percent of them want to age well in their own homes and communities, and not in institutions such as nursing homes. This goal is shared by the baby boomers, of whom 10,000 turn 65 every single day, and it is a commitment that both Republicans and Democrats have espoused as an important goal. And the good news is that this approach is the most cost-effective for consumers and taxpayers!

To help millions of aging Americans meet this goal, state and local aging agencies develop and provide older adults with the local services and supports necessary to age with health, independence and dignity in their homes and communities. A nationwide Aging Network—made up of states, 622 Area Agencies on Aging (AAAs), 256 Title VI Native American aging programs, and tens of thousands of local service providers—was founded on the principle of giving states and local governments the flexibility to determine, coordinate and deliver the supports and services that most effectively and efficiently serve older adults and caregivers in their communities.

AAAs foster the development and coordination of these critical home and community-based services (HCBS) to older adults and their caregivers, then work with local providers and vendors to deliver them. Examples of these vital services include in-home care, homemaker services, transportation, caregiver support, home-delivered meals and much more.

The Aging Network helps individuals avoid unnecessary and more expensive institutional nursing home care and/or spending down their resources to become eligible for Medicaid benefits. Delaying or preventing institutionalization saves federal and state governments tens of thousands of dollars per person each year. As the population of older adults grows, it is critical that the Administration and Congress place greater emphasis on federal policies and programs that strengthen HCBS, most particularly the following vital programs and services.

**Older Americans Act Programs and Services**

Since its inception in 1965, the Older Americans Act (OAA) has been the cornerstone of the nation’s non-Medicaid home and community-based services system. The OAA provides funding to states for a range of services, including:

- **Community Services**
  - Direct social services, such as nutrition programs, transportation, and case management.
  - Community-based programs, such as senior centers and congregate meals.

- **Home and Community-Based Services (HCBS)**
  - In-home care, personal care, homemaker services, and adult day care.
  - Transportation services for older adults.

- **Long-term Care Services**
  - Long-term care coordination.
  - Direct care services for older adults and their caregivers.

- **Financial Assistance**
  - Assistance with housing, utilities, and other essential expenses.
  - Help with transportation costs.

- **Specialized Services**
  - Services for veterans and families who have served in the armed forces.
  - Services for individuals with disabilities and their caregivers.

The Older Americans Act is a critical component of the nation’s aging network, providing vital support and services to older Americans and their caregivers. It is essential that Congress and the Administration continue to support and strengthen this important program, ensuring that older adults can age well and independently in the communities where they have lived most of their lives.
of community planning and service programs for older adults age 60 and older who are at risk of losing their independence. Since its enactment, the OAA has been amended 16 times, most recently in 2016 when modest updates were made to this long-standing, successful Act.

Created by Congress the same summer as Medicare and Medicaid, the OAA has remained a much smaller program that depends on discretionary funding streams (and funding leveraged at state and local levels) rather than mandatory spending. This makes OAA especially important to millions of older adults whose incomes are not low enough to be eligible for Medicaid assistance, but who do not have sufficient financial resources to fully pay for the in-home and community supports they need to remain independent. OAA not only fills those gaps but, we would argue, helps reduce Medicaid expenditures in the long-run by delaying or preventing individuals from spending down their resources to become eligible for Medicaid.

Through the Aging Network, each year more than 11 million older Americans receive critical support such as meals, in-home personal care, transportation, disease prevention/health promotion, legal services, elder abuse prevention, senior employment and other social supports essential to maintaining their independence. Additionally, OAA funds vital assistance for caregivers of older people under the National Family Caregiver Support Program (NFCSP, Title III E), which provides grants to AAAs/Title VI aging programs to help family members caring for their ill or disabled loved ones.

Together, these services save taxpayer dollars by enabling seniors to remain independent and healthy in their own homes, where they prefer to be and where they are less likely to need more costly care paid for by Medicare and Medicaid. By supporting older adults’ health with evidence-based wellness programs, nutrition services, medication management and many more in-home and in-community options, OAA programs and services save Medicare money. Local OAA programs delay or even prevent the need for higher-level or more expensive (i.e., nursing home) care in Medicaid, postponing individual impoverishment and eligibility for the mean-tested Medicaid program. Further, when older adults do live in assisted living or nursing home facilities in our communities, the OAA’s long-term care ombudsman program works to protect their rights and well-being.

The wide range of OAA services enables Aging Network entities to direct consumers to service choices that best meet their individual needs. In particular, AAAs/Title VI aging programs play a pivotal role in assessing community needs and developing responsive programs. They often serve as portals to care, assessing multiple service needs, determining eligibility, authorizing or purchasing services, and monitoring the appropriateness and cost-effectiveness of services.

In addition to federal investments, AAAs leverage state, local and private funding to build comprehensive systems of HCBS in their communities. The U.S. Administration on Aging (AoA) surveys show that every $1 in federal funding for the OAA leverages nearly an additional $3 in state, local and private funding. Furthermore, the Aging Network engages hundreds of thousands of volunteers and millions of volunteer hours each year, further leveraging public and private investments.

We encourage Congressional leadership to embrace the commitments made in both parties’ 2016 platforms to support opportunities for aging at home and in the community. Specifically, we urge lawmakers to consider critically needed increases for OAA and other Administration for Community Living (ACL) programs within the Health and Human Services (HHS) FY 2018 budget. Current funding, and recent Presidential budget requests, for OAA and other discretionary aging programs have lagged behind the growing population, need and costs for these services and supports. (For details, see page 9.)

**Medicaid Home and Community-Based Services**

The OAA philosophy of providing the services and supports needed to maintain the independence of older adults also drives the federal-state Medicaid Home and Community-Based Services (HCBS) waiver programs. Historically, two-thirds of AAAs play a key role in their state’s Medicaid HCBS waiver programs, often performing assessments, leading case management and/or coordinating services.

**Rebalancing to Save Money**

As the largest public funding source for long-term services and supports (LTSS), Medicaid will be indisputably affected by a rapidly aging population. Rebalancing efforts—designed to correct for Medicaid’s inherent bias toward more expensive, less desired institutional care—must be supported and expanded, whether in ACA replacement efforts and/or in new administrative and legislative initiatives.

Giving consumers access to the most appropriate services in the least restrictive setting should be the priority. That’s not only what consumers want and need, but also what makes the most financial sense for taxpayers. Studies have shown that HCBS is more affordable and thus more cost-effective than institutional care.2

n4a recommends reauthorizing the following rebalancing efforts: Money Follows the Person (MFP);
the Balancing Incentive Payment Program (BIP); and Community First Choice (CFC).

**MFP is the longest-running effort** to support people transitioning from a nursing home back to the community; it expired in fall 2016 and should be reauthorized swiftly in 2017.

**BIP, part of the ACA’s rebalancing efforts,** provided take-up states with enhanced flexibility and new funding to reform and rebalance their LTSS systems. BIP expired in 2016 but a few states are still spending their remaining funds.

**CFC offers states a financial incentive** to rebalance and an option to reinvest the match into augmenting HCBS for the highest-need consumers, while giving consumers more control over their care. Any ACA replacement legislation should include a continuation of CFC.

**Reform Must Not Leave Seniors Stranded**

As the 115th Congress and new Administration consider short or long-term policy changes to Medicaid, n4a urges caution. Frequently mentioned proposals to block grant or cap spending raise concerns, given the vulnerable older adults and people with disabilities who rely upon Medicaid HCBS/LTSS programs.³

**Acknowledge the importance** of this federal-state partnership to our nation’s LTSS system and the 4.4 million people over age 65 who rely upon Medicaid HCBS/LTSS programs.³

**Encourage continued rebalancing** of LTSS expenditures from institutions to HCBS, supporting current efforts and considering additional measures to ensure that consumer choice and taxpayer savings are both maximized.

**Reflect the realities** of older adults and people with disabilities who depend on Medicaid HCBS to live safety at home and in the community.

**Increase coordination** within Medicaid and with other health and social services systems to reduce duplication, expense and consumer frustration. Care coordination and care transitions work piloted by the Aging Network and health systems and plans (largely in Medicare) should be expanded to the Medicaid population as well.

**Respect the role** that the Aging Network has played in developing and providing Medicaid HCBS, both in traditional waiver programs and now in managed care initiatives. Innovation must not inadvertently drive duplication or reinvention of existing systems.

**Encourage consumer access** to services and assistance with planning and decision-making. One model that should receive enhanced federal support is the Aging and Disability Resource Center (ADRC) approach, which was first piloted in the George W. Bush Administration. ADRCs streamline information about public and private LTSS resources by using technology to better connect consumers to public and private aging and disability resources.

**Managed Care Considerations**

As a majority of states have moved, or are soon moving, from Medicaid fee-for-service to managed care models, it is critical that the Aging Network be the bridge to integrate acute health care and HCBS so that the quality of LTSS for older adults is not compromised.

With private and federal encouragement and support, n4a is driving change within the Aging Network by equipping trusted local providers with cutting-edge business acumen skills to better work with Managed Care Organizations (MCOs) and other health payers to support person-centered, coordinated and cost-effective care for older adults and people with disabilities.

There is no “one size fits all consumers” approach to Medicaid LTSS and, as such, mandatory managed care initiatives need to be closely monitored to ensure access and quality of care remains at or exceeds current standards. There are important steps that the new Administration must take to 1) ensure that the Aging Network can continue to provide services to enable older adults to age at home
and in the community; 2) make critical infrastructure investments to support the systems that promote independence as people age; and 3) be a key partner in enabling MCOs to meet their patient care goals.

**Promote the Importance of the Aging Network:** n4a appreciates recent recognition from the Centers for Medicare & Medicaid Services (CMS) of the value and importance of community-based organizations—in particular, AAAs—in achieving positive patient health outcomes. However, we urge the new Administration (specifically CMS) and Congress to more effectively ensure that the AAAs and other aging services organizations (and their disability counterparts) are not only included as the long-standing, trusted community sources to bridge the gap between acute and community-based care settings, but also appropriately and adequately compensated for their roles in ensuring that health care providers meet patient care goals. Without fully recognizing and supporting the value provided by existing cost-efficient systems—such as AAAs managing Medicaid HCBS waivers or serving as the link between Medicaid and the nation’s non-Medicaid LTSS system—the result will fail beneficiaries, unnecessarily undermine existing successful systems and potentially reduce the quality of care for vulnerable populations.

**Prevent Disruption of Integrated, Efficient, Patient-Centered Care:** AAAs have a long history of providing consumers with independent, conflict-free options counseling. For over 40 years, AAAs have been a trusted resource for older adults and their caregivers and have created well-defined, person-centered, user-friendly systems to develop, coordinate and deliver a wide range of HCBS. In order to ensure that any potential conflict of interest is prevented, AAAs have established sophisticated and transparent firewalls between programs where it is necessary to ensure proper administration of programs and appropriate protection of beneficiaries’ interests.

However, there has been a recent push by CMS to review and reinforce a regulatory patchwork of conflict-of-interest requirements and subsequent changes in state efforts to ensure that systems are fully compliant. While we certainly appreciate and understand the importance of ensuring that patient assessment and access to care is free of conflicts, and realize the need to reexamine some systems where conflicts of interest exist, we are greatly concerned that well-functioning, appropriately firewalled, efficient systems will be undermined and dismantled, and that patient care will become ultimately more fragmented—unless CMS provides clarification and guidance to states about current conflict-of-interest requirements.

### Supporting Consumers and Families

In addition to OAA and Medicaid HCBS, other programs and efforts ensure that seniors—and their families—have what they need to age at home and in the community.

**Veteran-Directed HCBS**

In 2015, nearly 50 percent of veterans were age 65 or older. We encourage lawmakers to prioritize this cohort of veterans, which has similar, or even more intensive, care needs than the general population of older adults. Current successful programs such as Veterans-Directed Home and Community-Based Services (VDHCBS), supported by the Veterans Administration and often administered in communities by local AAAs, can help meet the needs of aging veterans while preserving their independence and dignity. The VDHCBS program has received nearly universal endorsement from beneficiaries who are able to self-direct their own care in their homes and communities. The newer Veterans Choice Program also has the potential to also help connect veterans to AAA services.
Congress must preserve and build upon the commitment to ensure that the country’s older veterans are adequately supported as they age where they want to be, in their homes and communities.

**Shoring Up Caregivers**

n4a believes our country must recognize the critical importance of caregivers by building on current caregiver support programs dedicated to helping this essential informal workforce continue their role. Every year nearly 40 million unpaid caregivers provide over $470 billion worth of support to friends and family. The financial value of this unpaid care rivals the entire federal Medicaid budget. Communities, states and the federal government depend on the work of unpaid caregivers to meet the HCBS needs of an aging population.

More than five million older Americans are living with Alzheimer’s or other dementias today, and experts project that number will triple by 2050 without significant medical breakthroughs. Caregivers of people with dementia face particularly difficult financial, physical and emotional challenges. In addition to their time and/or lost wages, caregivers spend an average of $5,000 annually caring for someone with Alzheimer’s disease.

However, caregiver programs—such as the OAA’s National Family Caregiver Support Program—that support (through training, respite, support groups, etc.) those who are caring for aging friends and family, do not begin to meet the need for these services due to limited funding. We urge Congress to expand federal support for current caregiver support programs and also to explore policy solutions to ensure that caregivers become a vital and empowered component of state and federal LTSS-delivery reform.

Specifically, we ask:

- **That FY 2018 appropriations** for the Older Americans Act (Title III E) National Family Caregiver Support Program are increased to reflect growing demand in communities across the country. (See page 10 for more details.)
- **Congress to advance legislation** to develop a national caregiving strategy to better coordinate federal leadership, policies and resources to support family and informal caregivers. n4a supported the RAISE Family Caregivers Act (S. 1719) in the 114th Congress, which advanced a national caregiving strategy and unanimously passed the Senate in 2016. We encourage the 115th Congress to again consider and pass this legislation.

**Preventing Elder Abuse and Exploitation**

Elder abuse, neglect and exploitation are significant and under-recognized public health and human rights issues, and the incidence of abuse is rising as the population rapidly ages. According to the Elder Justice Coordinating Council, research demonstrates that elder abuse has significant consequences for the health, well-being and independence of older Americans, and an estimated 10 percent of older adults (5 million) are subjected to abuse, neglect, and/or exploitation annually. The Coordinating Council has indicated that this tragic and costly problem is further exacerbated by the lack of standardized practice, public awareness and public policy guidelines at the national level.

The bipartisan Elder Justice Act (EJA) was passed in 2010 to provide federal resources to prevent, detect, treat, understand, intervene in and, where appropriate, prosecute elder abuse, neglect and exploitation. Before the Act was enacted, federal funding for programs and justice regulations was not available. If adequately funded, EJA would enhance training, recruitment and staffing in LTSS facilities and enhance state adult protective services (APS) systems, long-term care ombudsman programs and law enforcement practices.

Current funding of $8 million for APS data collection doesn’t begin to address the incredible need that exists in APS alone—not to mention the many other elder abuse prevention efforts that were envisioned in EJA, which has an authorization level of $777 million. (For our appropriations request for FY 2018, please see page 10.)

EJA, which expired in 2014, must also be reauthorized by Congress swiftly, to ensure that the rising problem of elder abuse is met with appropriate federal leadership and response.
As the 115th Congress finalizes FY 2017 appropriations bills and considers the course forward for federal funding for FY 2018, we acknowledge that there are hard choices ahead for our nation and its leaders. We encourage lawmakers and the Administration to have thoughtful conversations about strategies to restore and sustain investments in our most effective federal programs while developing common-sense solutions to address a growing federal debt.

n4a strongly believes the federal budget process should be driven by the nation’s foremost public policy goals, as well as by rational economic analysis.

That is why we strongly oppose the arbitrary budget caps and sequestration mechanisms called for in the 2011 Budget Control Act (BCA). Sequestration and arbitrary caps avoid making actual choices about which federal discretionary programs provide the greatest return on investment, reflect the current and future needs of our country, and leverage other dollars at the local level. The savings recouped from these cuts pale in comparison to the added costs of premature nursing home placement for seniors who find they can no longer stay in their homes and communities because of reduced funding for Older Americans Act (OAA) and other critical services and supports.

Furthermore, n4a believes it is unnecessary and unfair to burden critical discretionary programs with the bulk of deficit reduction, while dismissing potential savings from revenues and largely ignoring mandatory federal spending. To date, the balance of deficit reduction has come almost solely from discretionary programs, which comprise only about one-third of the federal budget (16 percent for non-defense discretionary alone) and are not the driving force behind deficit spending.

This is not balanced or rational budgeting. As a result of these politically palatable but fiscally imprudent deficit-reduction strategies, discretionary spending has fallen to historically low levels as a percentage of Gross Domestic Product. These vital programs cannot withstand additional cuts, and Congress must re-examine the BCA’s budget cap and sequestration mechanisms to find a more fair and balanced approach to deficit reduction.

Invest in Cost-Effective Aging Services

Federal Budget: Stop the sequestration of vital human needs programs from undermining the health and wellness of older adults.
FY 2017 and 2018 Appropriations: Invest in Older Americans Act and other supportive services that help older adults live successfully and independently in their homes and communities.

In addition to re-examining unsustainable approaches to deficit reduction, we encourage policymakers in Congress and the Administration to use federal funding decisions to realize the commitments made in both parties’ 2016 national platforms to support opportunities for aging in place. As lawmakers both finalize FY 2017 appropriations and begin to develop funding proposals for FY 2018, they have an opportunity to act on this commitment by considering critically needed increases for Older Americans Act (OAA) and other Administration for Community Living (ACL) programs within the Department of Health and Human Services (HHS). Current funding, and recent Presidential budget requests, for OAA and other discretionary aging programs have lagged behind the growing population, need and cost for these services and supports.

Faced with serving a growing population of older adults and caregivers with stagnant or declining federal resources, Area Agencies on Aging (AAAs) and other community-based service providers constantly grapple with the ultimately untenable challenge of doing more with less. Congress can make a bold statement about supporting older adults and caregivers and capitalize on a return on investment by boosting the request for OAA and other aging programs to meet both the population and cost growth for these services. At a minimum, we encourage the Administration and Congress to honor the modest funding recommendations Congress unanimously passed in the 2016 OAA reauthorization. It must be recognized, however, that much more substantial increases in OAA funding are needed to even begin to accommodate the current and growing demand for these critical programs.

Older Americans Act

Make critical investments in OAA by protecting these essential programs from further cuts and, over time, working to restore the capacity lost to sequestration. It is especially important to first restore funding to OAA programs that have had little or no relief from sequestration, including for critical supportive and caregiver services.

Title III B Supportive Services provides flexible funding to states and local agencies to provide a wide range of needed supportive services to older Americans.

Unfortunately, sequestration funding cuts for Title III B have not been restored, and local agencies fall farther and farther behind each year in their ability to provide III B supportive services, which include in-home services for frail and vulnerable older adults, senior transportation programs, information and referral/assistance services, case management, home modification and repair, chore services, and emergency/disaster response efforts.

Furthermore, failing to increase funding for Title III B supportive services undermines the ability of AAAs to facilitate access to other core OAA programs, such as providing seniors with transportation to congregate meals sites. The critical flexibility of this funding stream allows AAAs to meet the needs of older adults, as identified at the community level, and often is vital to keeping near-low-income seniors from impoverishment and subsequent Medicaid eligibility. It is unconscionable that funding for III B supportive services has fallen in recent years to its lowest levels since FY 2004, yet the demand for and cost of providing services increases significantly each year.

In their FY 2017 Labor-HHS funding bill, House appropriators made a modest, but important, $5 million (1.5 percent) increase to III B funding. We encourage appropriators to ensure that increase is included in final
FY 17 funding, and to build upon this important first step as FY 18 appropriations packages are considered.

*It is long past time to provide increases for OAA Title III B Supportive Services, and we encourage Congress and the Administration to prioritize increases for III B in FY 2017 and FY 2018.*

**Title VI Native American aging programs** are a primary authority for funding aging services in Indian country, where elders are the most economically disadvantaged in the nation. We greatly appreciated the much-needed FY 2016 increase in funding for Title VI programs and encourage lawmakers to continue to boost appropriations levels that remain inadequate to meet the needs of Indian elders. As the FY 2016 increases demonstrated, it does not require much additional funding to begin this process, and we encourage Congress to again significantly increase funding for Title VI Part A (nutrition and supportive services) and Part C (family caregiver support).

*n4a supports increased investment in OAA Title VI programs in FY 2017 and FY 2018.*

The **National Family Caregiver Support Program (NFCSP, OAA Title III E)** funds programs offered at the community level through AAs and their partners that assist family members caring for older loved ones who are ill or who have disabilities. The NFCSP offers a range of supports to family caregivers that are in high demand in every community. Unpaid family caregivers annually provide over $470 billion in uncompensated care—an amount that rivals the entire federal Medicaid budget—and steady and sustained increases for modest federal programs that support the more than 30 million caregivers are essential to prevent billions in additional care costs to taxpayers if their loved ones are placed in a more expensive institutional setting.

*We appreciate the modest increase of $5 million (3.4 percent) for the National Family Caregiver Support Program included in the FY 2016 omnibus appropriations bill, and in FY 2017 and FY 2018, we encourage lawmakers to, at a minimum, continue their restoration of Title III E services to pre-sequester levels.*

### Other Appropriations Priorities

*n4a also believes the following appropriation actions for FY 2017 and FY 2018 are critical to building and maintaining a comprehensive home and community-based services (HCBS) system that can meet the needs of the growing older adult population and prevent unnecessary medical expenditures and costly institutionalization.*

#### Aging and Disability Resource Centers (ADRCs)

An initiative launched under the George W. Bush Administration, the ADRC effort began with the vision to facilitate and streamline access to the most appropriate and cost-effective public and private long-term services and supports (LTSS) options for older adults, people with disabilities and caregivers across the country. This ambitious goal to build an integrated, robust network of information, referral and enrollment assistance in every state remains critically important. We look forward to working with lawmakers to find policy and funding solutions to restore and augment federal investments by ACL to continue building ADRCs’ “no wrong door” networks of access to LTSS information and assistance.

#### Elder Justice Act

Financial exploitation and elder abuse costs taxpayers and victims over $35 billion each year. The bipartisan Elder Justice Act (EJA), passed in 2010, was the first legislative accomplishment that would implement a comprehensive national strategy to address elder abuse, neglect and exploitation. (See also page 7 for more on elder abuse.) n4a appreciates that Congress doubled funding to
$8 million for this crucial work in FY 2016 and supports continuing these increases for EJA implementation in final FY 17 and FY 18.

State Health Insurance Assistance Programs (SHIPs)

n4a requests that Congress increase funding for SHIPs in FY 2017 and FY 2018 to meet the ever-growing need to provide one-on-one assistance and counseling on Medicare to beneficiaries at the community level. Administered by ACL and leveraging the work of highly trained volunteers, SHIPs play a critical role in ensuring that older adults and people with disabilities make informed decisions about their Medicare coverage and navigate the complicated and shifting landscape of Medicare choices. SHIP counseling assistance can save individual Medicare beneficiaries hundreds, or even thousands, of dollars every year. In FY 2016, the SHIP program received $52.1 million, but in FY 2017 the Senate proposed completely eliminating SHIP funding. With 10,000 boomers becoming eligible for Medicare every day, Congress must increase SHIP funding to at least $66.6 million to reflect the increasing number of clients and complexity of Medicare.

National Aging and Disability Transportation Center

Transportation is one of the most pressing needs for older adults who are trying to remain at home and in the community, and yet it can be difficult to find reliable, accessible and affordable options to get to the doctor, the grocery store, religious services or social events—all of which are critical to staying healthy and independent. Appropriators should ensure that the FY 2017 and FY 2018 Department of Transportation appropriations bills include at least $5 million from the general fund for the Federal Transit Administration’s (FTA) Technical Assistance and Standards Development Program. Doing so will ensure that the National Aging and Disability Transportation Center (NADTC), a partnership between n4a and Easterseals funded through this FTA program, is able to provide technical assistance, education and outreach to the disability, aging and transit communities, in order to increase the transportation and mobility options for older adults and people with disabilities.

Chronic Disease Self-Management and Falls Prevention

Older Americans are disproportionately affected by chronic diseases, which account for more than three-quarters of all health expenditures and 95 percent of health care costs for older adults. Additionally, the nation is spending over $34 billion annually on direct medical costs resulting from elder falls, which is projected to increase to nearly $70 billion annually by 2020. We encourage Congress to provide at least $8 million to Chronic Disease Self-Management Program (CDSMP) and at least $5 million to ACL for falls prevention activities. These evidence-based programs have proven savings of hundreds of dollars per participating Medicare beneficiary and need sustained, and ultimately increased, investment in order to effectively address growing rates of illness, injury and costs.
Keep Older Adults Healthy

In any health care reform proposals, recognize and protect the pivotal role that the Aging Network plays in bridging the gap between the acute care, behavioral health and long-term services and supports systems to improve health outcomes, quality of care and reduce health care costs.

The national network of Area Agencies on Aging (AAAs) and Title VI Native American aging programs are the community keystones in home and community-based services (HCBS) coordination and delivery. AAAs and their provider networks are on the front lines of the country’s unprecedented demographic shift as 10,000 baby boomers turn 65 each day—a shift that is driving the growth in Medicare and Medicaid utilization and the need to better plan for, coordinate and deliver appropriate care to vulnerable and aging populations across care settings and payment models.

As a new Administration and the 115th Congress consider proposals to reform or repeal and replace the Patient Protection and Affordable Care Act (ACA) and lawmakers weigh changes to foundational safety net programs, such as Medicare, policymakers must prioritize proposals that preserve improvements in care delivery and promote advances toward better integrated, person-centered, self-directed care.

Community-based organizations (CBOs)—particularly AAAs—must be key partners in achieving this monumental change. ACA’s main goals of better care for people, better health for communities and delivered at a lower cost for all should be preserved in any health care reform proposals. Accomplishing these goals will require changes within a historically rigid and resistant medical model of health care delivery to realize and respond to the fact that an individual’s health is much more dependent on what happens at home and in the community than what happens in the doctor’s office or in the hospital.

The AAA network offers a proven track record, well-established community partnerships, stability and a reputation as a trusted resource for older adults and caregivers in all communities. AAAs have built on their long-standing experience providing health-related services...
through the Older Americans Act (OAA), Medicaid and, increasingly, Medicare, to develop relationships with acute health care providers and have shown positive results in improving patient safety, providing better health outcomes and reducing health care costs. As a new Administration and Congress considers additional reforms to health care delivery systems, n4a urges federal policymakers to recognize, engage and preserve the full potential of the Aging Network in improving care and reducing costs, particularly in the following areas.

Tapping CBOs to Reduce Medicare Costs

For over fifty years, Medicare has provided vital acute health care coverage to older adults and people with disabilities. Currently, Medicare covers nearly 55 million beneficiaries—or nearly one out of every six Americans. Medicare is the country’s largest health care payer spending more than $646 billion in 2015, or roughly 15 percent of total federal expenditures. While the rate of increase in Medicare spending has slowed since the ACA and other cost-savings measures were implemented, as the population ages, Medicare costs will continue to grow. Despite these fiscally troubling trends, there is no reason to panic. Medicare is not going broke, and there are commonsense strategies that policymakers can promote to further reduce health care costs under Medicare without jeopardizing access to care or increasing costs for often economically vulnerable beneficiaries.

Medicare’s primary role to provide acute health care coverage to older adults and people with disabilities—often the most expensive and medically vulnerable component of the population—in doctors’ offices, hospitals or at the pharmacy often overlooks the fact that the vast majority of individual health happens outside of traditional medical settings. Unfortunately, access to social services and other HCBS that keeps older adults and caregivers healthy and independent outside of the medical system is often inadequately supported to meet a growing need. HCBS may include transportation, nutrition, caregiver support, disease prevention and health promotion programs, and person-centered care management approaches.

Awareness is increasing among the health care sector and policymakers that meeting social and community needs can reduce health care costs while also preserving, promoting and improving health. However, physicians and other health care providers often do not know how to connect their patients to community-based options. According to the Robert Wood Johnson Foundation, nearly 90 percent of physicians indicated they see their patients’ need for social supports, but unfortunately 80 percent of doctors said they do not fully know how to link patients to these networks. Clearly, there is still a wide gap to bridge between these very different social services and medical systems, and it is imperative that new intersections, partnerships and coordination processes are created rather than allowing the medicalization of social services, which will undoubtedly lead to higher costs and reduced consumer satisfaction.

As the nation’s largest health care insurance provider, Medicare must be a primary partner and driver in fostering and building these opportunities and connections. It is also critical that policymakers recognize, include and champion long-standing, successful, efficient and cost-effective systems—such as the Aging Network—as key partners for the health care system in implementing these changes, and ensure these partners are paid for their services. Congress and the Administration should build upon current efforts and pursue new policy options to ensure that older adults and caregivers have sufficient access to social services/HCBS that can preserve and improve health and prevent costly medical interventions. After all, why pay a doctor to do what a social worker can?

Evidence-Based Prevention and Wellness

Successful, evidence-based initiatives aimed at bridging the gap between the health care and community-based social services systems currently exist. Congress and a new Administration should protect and expand such initiatives in any health care reform efforts. These initiatives keep people healthy longer and out of doctors’ offices and hospitals.

Supporting evidence-based prevention and wellness programs for older adults is imperative, given the nation’s aging population and growing rates of chronic disease. More than 80 percent of Americans age 65 and older have at least one chronic condition, and half have at least two. Costs, both in terms of health care dollars and disability rates, are staggering. Among older adults, chronic conditions account for nearly 95 percent of health care expenditures and limit the activities of millions of people, decreasing their productivity and ability to live independently.

Chronic Disease and Falls Programs: We urge Congress to protect funding for the Chronic Disease Self-Management Program (CDSMP) and falls prevention efforts, administered through the Administration for Community Living but implemented locally. The Prevention and Public Health Fund (PPHF) currently provides the funding, $8 million and $5 million respectively, for these successful programs, and we urge Congress to continue these activities...
and resources in any ACA replacement legislation. We must invest in promoting wellness and preventing the diseases that are a main driver of health care costs. (See page 11 for details on these programs.)

**Expanding Diabetes Prevention Programs:** In the 2017 Physician Fee Schedule, CMS finalized a proposal to offer access to the Diabetes Prevention Program (DPP) to all Medicare beneficiaries with prediabetes. We commend the agency on these efforts, and encourage the Administration and Congress to look toward more opportunities to scale successful, evidence-based disease prevention and health promotion programs for Medicare beneficiaries. We also urge CMS to enable and support the efforts of all appropriate CBOs, in particular AAAs, to embrace the cost-and-life-saving potential of DPP and other programs to significantly reduce the percentage of prediabetes beneficiaries who develop diabetes and other costly chronic conditions.

**Care Transitions and Care Coordination**

**A** As have demonstrated their ability to partner effectively with health care systems and Medicare quality improvement organizations to administer care transitions programs that provide seamless transitions for consumers from acute care settings to home. These programs have demonstrated improved health outcomes and fewer re-hospitalizations. We need to expand and improve the level of coordination in our nation’s health and HCBS systems with care transitions and care coordination, and ensure that AAAs are actively engaged in and reimbursed for those activities.

**Community-Based Care Transitions Program (CCTP):** The ACA established the Community-based Care Transitions Program (CCTP) to improve care for high-risk Medicare beneficiaries being discharged from the hospital to prevent unnecessary re-hospitalizations and avoidable health care costs. AAAs largely took the lead in implementing this program creating CBO-hospital partnerships that have ultimately demonstrated cost savings and improved care for Medicare beneficiaries. Funding has expired for a majority of the more than 100 initial sites, however, and all program funding will end in 2017.

n4a is very concerned that the key improvements in post-acute care models tested and proven through CCTP will be lost if CMS does not take steps to ensure that remaining, successful sites are continued through either short or longer-term funding extensions that will enable successful, still emerging, models to work toward strategies for sustainability beyond CCTP. We are also concerned that CCTP site performance, measured and evaluated by CMS, uses readmissions and enrollment metrics that do not accurately reflect individual site and program performance, impact, cost savings and patient care improvements.

**Care Transitions and Coordination Innovations:** Beyond funding for the CCTP program, we urge CMS to ensure that hospitals and other health care providers are including AAAs and other CBOs in their discharge planning and care transitions efforts. It is critical that the improvements in patient care and cost-saving infrastructure that was developed through CCTP are not lost or merely rolled into hospital discharge planning activities.

We encourage CMS’s Center for Medicare and Medicaid Innovation to seed new partnerships between the medical community and the Aging Network. New efforts in this area have the potential to better integrate health care and community services through models such as Medical Homes, Medicaid Health Homes and new demonstration projects that better coordinate care to dually eligible individuals.

We appreciate recent efforts by the Senate Finance Committee to explore legislative solutions to improve care for high-risk Medicare beneficiaries who have multiple chronic conditions. As lawmakers evaluate strategies to providing better care at lower cost with improved patient health outcomes, we encourage Congress to take steps to formally incorporate and incentivize collaboration and compensation for CBOs.

Recognizing and involving agencies, such as AAAs, in future legislation addressing these important issues will endorse the key role that the Aging Network plays in improving health and strengthen the ability of the network to be a critical partner in the health care paradigm shift. Specifically, n4a also encourages Congress to explore legislation that would make care transitions activities reimbursable under Medicare and incentivize hospitals to work with AAAs and other community-based organizations to more efficiently and safely facilitate patient transitions from acute health care settings back to the home and community.
As the population of older adults grows so does the desire and need for communities to support people of all ages to ensure that they can grow up and grow old with maximum independence, safety and well-being.

Although there is much that individuals can and should do to maximize their independence as they age, public policymakers make critical decisions about issues such as transportation systems, housing opportunities and land-use regulations that affect whether older adults can live successfully and productively at home and in their community. The Aging Network and others have seen escalating demand and interest from older adults for transportation and mobility services; this need will grow tremendously as the baby boomer generation ages. To drive economic growth during this period of dramatic demographic change, we must adapt our workforce to meet changing expectations about aging and increasing need for workers.

**Infrastructure**

Ultimately, the ability of older adults to age in place depends on having access to their communities, which is largely determined by community infrastructure. Over 70 percent of AAAs have been essential partners in local, state and federal government efforts to make communities more livable for people of all ages. The Trump Administration has endorsed significant investments in our nation’s aging infrastructure, including repairs to roads, bridges and other public systems and spaces. This creates a tremendous opportunity to encourage an “age-friendly” approach to those updates and new construction projects.

There are ample best practices focused on how to design for aging and disabled populations, including the Federal Highway Administration’s *Handbook for Designing Roadways for an Aging Population*. Many older adults drive, and we want to ensure their ability to stay safely on the road for as long as possible. Based on research and the involvement of the industry and road users, there is now an extensive body of information available regarding specific enhancements (e.g.,

**Modernize Infrastructure and the Workforce**

*Strengthen the nation’s infrastructure, transportation systems and workforce to meet the demands of aging communities.*
improving signage and traffic signals and making pavement markings more visible) that could benefit not only aging drivers, but the general driving population as well.

Therefore, we urge Congress and the Administration to require all recipients of any new infrastructure funding to document how the project responds to the aging of our nation and incorporates age-friendly design or similar features. We also strongly suggest that emphasis is given to community involvement, so that funded projects reflect local needs, as identified through diverse stakeholder input.

**Senior Mobility Options**

One of the most important components of infrastructure is transportation and that's especially true when considered through an aging lens. Given the anticipated growth in the older population, the need for transportation services will continue to increase rapidly. While it is important to enable older drivers to stay safely on the road as long as possible, the functional and health issues that affect many people as they age will result in losing the ability to drive. Family caregivers, friends and neighbors help transport their older loved ones, but cannot meet all their needs. Many older adults find it difficult to access essential transportation services. This is particularly true for older adults in rural and many suburban communities where destinations are too far to walk and public transit is inadequate or non-existent (i.e., does not offer routes or schedules that meet seniors' needs). Private transportation is prohibitively expensive for many, but it must be noted that the need for transportation does not always reflect a lack of means to pay for services, but rather a lack of available service options.

**We look forward to working with Congress and the Administration on bold but responsible policy changes that expand accessible transportation options and reflect current and future demographics and demand.**

The National Aging and Disability Transportation Center, co-administered by n4a and Easterseals, was created in 2016 to ensure that transportation professionals and communities have ready access to information as well as one-on-one assistance to aid them in maximizing existing resources and finding creative solutions for meeting the ever-growing demand for transportation.

**An Aging Workforce**

A naging population is also a powerful economic driver and, if properly encouraged, this economic force can create new jobs, innovation and new opportunities for private enterprise.

One especially urgent opportunity to support aging and expand an economic sector is the emerging in-home and direct care workforce, which must grow considerably over the next decade in order to meet the need. Workforce development and training is needed to build the workers to handle this demographic shift. Now the industry is plagued by low wages and incredibly high turnover as the work itself is physically and mentally difficult. Our country must create opportunities to expand and train this workforce in order to realize the other economic benefits of aging in place.

In addition to expanding the workforce caring for older adults, our nation's demographics also demand new approaches to successfully keeping older adults in the workforce. Policies should encourage older workers' employment participation to prevent intellectual and resource reduction for America's employers, as well as support older workers' economic security. With people living longer, it's essential that our economy provides opportunity for older workers to find jobs that meet their economic and social needs. These strategies can include working part-time, phased-in retirement or other creative approaches to maximizing human capital in the face of a dramatic population shift.

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**Endnotes**

6. Ibid.
The National Association of Area Agencies on Aging (n4a)

The fundamental mission of the AAAs and Title VI aging programs is to develop services that make it possible for older adults to remain in their homes and communities, thereby preserving their independence and dignity. These agencies coordinate and support a wide range of home and community-based services, including, but not limited to, information and referral/assistance, case management, home-delivered and congregate meals, in-home services, caregiver supports, transportation, evidence-based health and wellness programs, adult day care and long-term care ombudsman programs.

For more information about n4a, our members and older adults and their caregivers, contact us:

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info@n4a.org
www.facebook.com/n4aACTION
www.twitter.com/n4aACTION

March 2017
Area Agencies on Aging

Local Leaders in Aging and Community Living

National Association of Area Agencies on Aging
n4a’s primary mission is to build the capacity of its members—Area Agencies on Aging (AAAs) and Title VI Native American aging programs—to help older adults and people with disabilities live with dignity and choices in their homes and communities for as long as possible.

This brochure features an overview of the latest data gathered from AAAs nationwide to provide a snapshot of the evolving role these vital agencies play in the planning, development, coordination and delivery of aging and other home and community-based services in nearly every community in the United States.

All data in this report, unless otherwise noted, is from the 2016 National AAA Survey. For details, visit n4a.org.
An Aging Nation

Over the next two decades, the proportion of the U.S. population over age 60 will dramatically increase as the baby boomers reach this milestone. By 2030, more than 70 million Americans will be 65 and older, twice the number in 2000.1

By 2030, 1 in 5 Americans will be 65 or older.

As this demographic shift occurs, there will be a corresponding increase in the need and demand for fiscal, health and social supports to ensure a sound quality of life for millions of older Americans.

We know that the aging of our nation’s population will challenge federal entitlement programs, such as Social Security, Medicare and Medicaid, but there is less awareness that this shift will also significantly increase demand for home and community-based services (HCBS), like those offered by Area Agencies on Aging (AAAs).

Because HCBS costs a fraction of the cost of institutional care options like nursing homes and skilled care facilities, bringing services to people where they live helps them save their own and government dollars, making this a more sensible approach from a fiscal and human perspective.

AAAs play a critical role in ensuring the development of HCBS options in every community! Here’s how they do it…

90% of adults age 65 and older say they hope to stay in their homes for as long as possible.2

But to do so, many people will eventually need some level of service or support to live safely and successfully in their home or community.

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Historical Basis for AAAs

Building on a successful model pioneered in the southeastern region of the U.S., Area Agencies on Aging (AAAs) were formally established in the 1973 Older Americans Act (OAA) as the “on-the-ground” organizations charged with helping vulnerable older adults live with independence and dignity in their homes and communities.

All AAAs play a key role in:

- Planning
- Developing
- Coordinating
- Delivering

A WIDE RANGE OF LONG-TERM SERVICES AND SUPPORTS to consumers in their local planning and service area (PSA)

The Older Americans Act (OAA) was intentionally designed to mandate that AAAs use the flexibility granted by the Act to ensure that local needs and preferences of older adults are taken into consideration and that the resulting local delivery system is tailored to the community.
The Aging Network

After getting input from consumers, service providers and other interested stakeholders, **the AAA develops an Area Plan** outlining needs and proposed recommendations for programs and services targeted to the needs of older adults, then updates it every few years to reflect emerging trends. AAAs are also tasked by the OAA to serve as advocates for older adults, enabling the agency’s leaders to engage on local and state issues beyond the programs and services they fund or deliver.

**AAAs contract with local service providers** to deliver many direct aging services, such as meals, transportation and in-home services. However, most AAAs are direct providers of Information and Referral/Assistance, case management, benefits/health insurance counseling and family caregiver support programs.
Nationwide Network with a Local Flavor

In 2016, there were 622 AAAs serving older adults in virtually every community in the nation. In the few states without a AAA infrastructure—those with small populations or sparsely populated land areas—the state serves the AAA function.

The OAA is foundational for all AAAs, but because the law calls for local control and decision-making, AAAs adapt to the unique demands of their communities to provide innovative programs that support the health and independence of older adults. That’s why no two AAAs are exactly alike.

AAAs vary widely in size as each state determines how many service areas to establish, which then determines the number of operating AAAs. For example, Wisconsin has 3 AAAs, but New York has 59.

Average AAA Workforce

| 149 volunteers | 44 full-time staff | 17 part-time staff |

Average AAA Budget

$10.1 million

(Ranges from $200,000 to $284 million)

AAAs vary widely in size as each state determines how many service areas to establish, which then determines the number of operating AAAs. For example, Wisconsin has 3 AAAs, but New York has 59.

39% Older Americans Act

28% Medicaid waiver

32%* other federal funding, state general revenue, local funding, other state funding, grants, cost-sharing consumer contributions

*Ranked by most frequently cited

Totals may not equal 100% because of rounding

Average AAA Budget By funding proportion, 2016
AAAs Serve Communities

One of the OAA’s foundational principles is that the programs and services created to help support consumers in their homes and communities are customized to meet their individual needs. There’s nothing one-size-fits-all about AAAs or the services they offer their clients!

Roles of all AAAs:

- **assess community needs and develop and fund programs** that respond to those needs;
- **educate and provide direct assistance** to consumers about available community resources for long-term services and supports;
- **serve as portals to care** by assessing multiple service needs, determining eligibility, authorizing or purchasing services and monitoring the appropriateness and cost-effectiveness of services; and
- **demonstrate responsible fiscal stewardship** by maximizing use of public and private funding to serve as many consumers as possible.

Speaking of fiscal stewardship, AAAs also leverage federal dollars, building on modest OAA funding to expand the economic support for HCBS. **The U.S. Administration on Aging estimates that for every $1 of federal OAA investment, an additional $3 is leveraged.**

The most common sources of non-OAA funding leveraged by AAAs for additional programs include:

<table>
<thead>
<tr>
<th>Source</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>State General Revenue</td>
<td>69%</td>
</tr>
<tr>
<td>Medicaid</td>
<td>65%</td>
</tr>
<tr>
<td>Local Funding</td>
<td>56%</td>
</tr>
<tr>
<td>Other State Funding</td>
<td>45%</td>
</tr>
<tr>
<td>Transportation</td>
<td>20%</td>
</tr>
<tr>
<td>Veterans</td>
<td>16%</td>
</tr>
<tr>
<td>Health care payer</td>
<td>15%</td>
</tr>
</tbody>
</table>

Emerging Sources
All AAAs offer five core services under the OAA:

- **Nutrition**
- **Caregivers**
- **Health & Wellness**
- **Elder Rights**
- **Supportive Services**

The average AAA offers more than a dozen additional services. The most common non-core services offered by AAAs are:

- Insurance Counseling (85%)
- Case Management (82%)
- Senior Medicare Patrol (44%)
For OAA services, AAAs are charged by Congress to target services to those with the most economic or social need, but there is no means test and, if funding is available, anyone age 60 or older can access OAA services.

For non-OAA services, such as Medicaid HCBS waiver programs, AAAs serve all eligible consumers.

AAAs Serve a Broad Range of Consumers

While all AAAs serve adults age 60 and older and their caregivers, they also serve younger consumers, including...

**Percentage of AAAs that serve consumers under age 60, by category:**

<table>
<thead>
<tr>
<th>Consumers with a disability or chronic illness</th>
<th>Caregivers of all ages</th>
<th>Veterans of all ages</th>
</tr>
</thead>
<tbody>
<tr>
<td>85%</td>
<td>78%</td>
<td>66%</td>
</tr>
</tbody>
</table>

Most commonly offered services to people under age 60 include:

- Assessment for long-term care service eligibility
- Information and referral/assistance/outreach
- Fiscal intermediary for self-directed services
- Options counseling
- Care transitions services

Outreach

**A core role of AAAs is to create local information and referral/assistance (I&R/A) hotlines to help consumers find aging and other HCBS programs.**

With these resources and a portfolio of other outreach tools including public education, staff and volunteers, ADRCs and SHIPs, AAAs are able to assist clients match services and solutions to their individual needs, enabling consumers to age in place with increased health, safety and independence.

The national Eldercare Locator toll-free hotline helps consumers connect to these local resources!

800.677.1116
www.eldercare.gov

For OAA services, AAAs are charged by Congress to target services to those with the most economic or social need, but there is no means test and, if funding is available, anyone age 60 or older can access OAA services. For non-OAA services, such as Medicaid HCBS waiver programs, AAAs serve all eligible consumers.
A Network on the Move

While their fundamental mission has not changed over time, the scope of core services provided by all AAAs has broadened to address client and community needs.

Today, AAAs operate complex delivery systems that provide access, community-based, in-home and elder rights services.

Did you know?

<table>
<thead>
<tr>
<th>Percentage</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>93%</td>
<td>Evidence-Based Health and Wellness: Ninety-three percent of AAAs now offer these tested and proven approaches to supporting older adults’ health. (That’s an 85 percent increase since 2007.) Starting in October 2016, all Older Americans Act Title III D funds must be used for evidence-based programs, so that number will rise.</td>
</tr>
<tr>
<td>63%</td>
<td>Integrated Care: A majority (63 percent) of AAAs are involved in an integrated care delivery system, which are approaches that combines delivery, management and organization of services related to diagnosis, treatment, care, rehabilitation and health promotion across multiple systems, including HCBS.</td>
</tr>
<tr>
<td></td>
<td>Most common integrated care initiatives:</td>
</tr>
<tr>
<td></td>
<td>Veteran-Directed HCBS, VA Choice</td>
</tr>
<tr>
<td></td>
<td>Accountable Care Organizations/Health Homes</td>
</tr>
<tr>
<td></td>
<td>Program of All-Inclusive Care for the Elderly (PACE)</td>
</tr>
<tr>
<td>45%</td>
<td>Care Transitions: Whether with federal funding or through local partnerships, AAAs have moved rapidly into providing care transitions services that help consumers make smooth transitions from hospital (or other care setting) to home, generally with an emphasis on reducing preventable readmissions or complications for the patient. Currently, 45 percent of AAAs have care transitions programs.</td>
</tr>
<tr>
<td>70%</td>
<td>Livable Communities: Livable Communities are good places to grow up and grow old. Seventy percent of AAAs are involved in efforts to make their communities more livable and/or dementia-friendly.</td>
</tr>
</tbody>
</table>
Many Names, Many Partners: One Mission

While only designated AAAs can use the Area Agency on Aging title, not all AAAs include “Area Agency on Aging” in their operating name. For example, a nonprofit AAA may be called “Senior Resources” or a county-based AAA may use “ABC County Office on Aging.”

There are many other well-known programs and services that are administered by AAAs directly or in partnership with other agencies and entities. But no matter what program or service a AAA offers—such as serving as a State Health Insurance Assistance Program (SHIP) or an Aging and Disability Resource Center (ADRC)—it remains a AAA.

Other AAA Roles

<table>
<thead>
<tr>
<th>Percent of AAAs</th>
<th>Designated as ...</th>
<th>Their role ...</th>
</tr>
</thead>
<tbody>
<tr>
<td>77%</td>
<td>Aging and Disability Resource Centers (ADRCs)</td>
<td>Help all consumers connect to services regardless of age or disability.</td>
</tr>
<tr>
<td>68%</td>
<td>State Health Insurance Assistance Programs (SHIPs)</td>
<td>Provide direct health insurance counseling to older adults (e.g., selecting a Medicare Part D plan).</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Percent of AAAs</th>
<th>Serve as ...</th>
<th>Their role ...</th>
</tr>
</thead>
<tbody>
<tr>
<td>59%</td>
<td>Local Long-Term Care Ombudsman</td>
<td>Funded by OAA, act as a resource for consumers living in nursing homes and other institutions.</td>
</tr>
</tbody>
</table>

Partnerships

AAAs, on average, have 11 informal and 5 formal partnerships with other entities. These are some of the most common. By percentage of AAAs:

<table>
<thead>
<tr>
<th>Adult Protective Services</th>
<th>85%</th>
<th>Disability service organizations</th>
<th>75%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transportation agencies</td>
<td>84%</td>
<td>Public Housing Authority</td>
<td>75%</td>
</tr>
<tr>
<td>Medicaid agencies</td>
<td>83%</td>
<td>Faith-based organizations</td>
<td>66%</td>
</tr>
<tr>
<td>Advocacy organizations</td>
<td>82%</td>
<td>Community health care providers</td>
<td>60%</td>
</tr>
<tr>
<td>Emergency preparedness agencies</td>
<td>79%</td>
<td>Businesses</td>
<td>46%</td>
</tr>
<tr>
<td>Hospitals</td>
<td>79%</td>
<td>Managed Care/HMO networks</td>
<td>42%</td>
</tr>
<tr>
<td>Mental health organizations</td>
<td>77%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
How to Connect With Your Local AAA

All AAAs have local hotlines or websites to provide consumers with information and assistance, so if you know the name of your local AAA, start there.

Alternatively, you can find a AAA by ZIP code via the Eldercare Locator website (www.eldercare.gov) or you can speak with an information specialist by calling 800.677.1116. The Eldercare Locator is a free national service funded by the U.S. Administration for Community Living and administered by n4a.

National Association of Area Agencies on Aging
1730 Rhode Island Avenue, NW, Suite 1200, Washington, DC 20036 • 202.872.0888
www.n4a.org • www.facebook.com/n4aACTION • www.twitter.com/n4aACTION

March 2017
Development of this document was made possible, in part, by funding from the U.S. Administration for Community Living under grant number 90UC0002. The views expressed in this material do not necessarily reflect the official policies of the U.S. Department of Health and Human Services or represent official U.S. Administration for Community Living policy.
ITEM 6.

ECONOMIC DEVELOPMENT DEPARTMENT
6. REPORT FROM ECONOMIC DEVELOPMENT DEPARTMENT

A. ECONOMIC DEVELOPMENT ADMINISTRATION (EDA)

1. Economic Development Status Report

   Staff has been reaching out to the Economic Development Corporations in order to offer technical assistance or grant administration services with any potential projects they may have or be working on. Details of these projects are confidential and cannot be provided until they submit their proposals to the Economic Development Administration (EDA). If they are approved they will be invited for a full application. Staff is available to assist at any time during the proposal or application process. If you have any potential projects we can assist with, please do not hesitate to contact us.

2. Regional Small Cities Coalition (RSCC) Status Report

   This month’s meeting of the Regional Small Cities Coalition was conducted in the City of La Feria. The meeting was held last Thursday, April 13th. This month’s presentation was provided by the Texas Gas Service Company and was well received by the cities. This was the same presentation that was given to the Board regarding the gas company’s Energy Efficiency Program. Coalition members were invited to attend the upcoming “Rural Challenge Conference” on June 29th-30th to be held in Waco, Texas. Mrs. Salinas also encouraged members to attend the UTSA Workshops being held each month at the LRGVDC.
ITEM 8.

HOMELAND SECURITY DEPARTMENT
8. Report from Homeland Security

A. Homeland Security

1. Status Reports

a) Homeland Security Program

Staff continues to provide technical assistance to jurisdictions with Emergency Management Plans (EMP), meeting eligibility requirements, expenditures, and grant deadlines.

b) Citizen Corps Program (CCP)/Preparedness

Staff continues to conduct outreach and promote Community Emergency Preparedness and volunteer programs throughout the LRGVDC Region at the monthly Homeland Security Advisory Committee (HSAC) meetings and other venues.

c) FY2015 Homeland Security Grant Program

At this time, grantees are in the process of continuing to order equipment. The HSAC continues to monitor all grantees that are still within the grant performance period.

d) FY2016 Homeland Security Grant Program

Staff continues to provide technical assistance to jurisdictions with eGrant and grant awards.

**eGrants Help Desk:**

Any jurisdiction needing further training and assistance with eGrants may contact LRGVDC Staff or email the state at eGrants@gov.state.tx.us. Services provided include: new and existing account management; password resets; navigating within eGrants; and resolving website and other technical issues.

**Resources:**

Detailed funding information and a calendar listing the available funding is located here - [https://eGrants.gov.texas.gov/fundopp.aspx](https://eGrants.gov.texas.gov/fundopp.aspx).

e) FY2017 Homeland Security Grant Program

The State Homeland Security Program (SHSP) prioritization and/or rankings was submitted to HSGD on March 31st. All project start dates are estimated to begin on September 2017 and will roll over into 2018. The estimated completion date of six months from the start date or 1 year from the start date will be the performance period. Projects needing longer than 1 year will be reviewed by the HSGD and will be considered on a case by case basis.

Should there be any questions please advise.
Lower Rio Grande Valley Development Council
Board of Directors Report

April 26, 2017

8. Homeland Security................................................................. Manuel Cruz
    Director

B. Act upon Criminal Justice Advisory Committee Recommendation

1. Consider Approval of the FY2017-2018 Justice Assistance Grant
   (JAG) Program Priority Listing and Resolution.

   Applications were submitted to the Office of the Governor’s Criminal
   Justice Division on February 20, 2017. The CJAC convened on April
   12, 2017 to review, score and rank the JAG grant applications.

   The total local requests was $565,496.14.
   The total available is $415,201.00.

   Please refer to Attachments A: CJAC Priority Listing; & B: Resolution,
   should there be any questions, please advise.
<table>
<thead>
<tr>
<th>CIAC Score</th>
<th>CIAC Ranking</th>
<th>Grant #</th>
<th>Name</th>
<th>Project Title</th>
<th>Requested Org. Amount</th>
<th>Requested</th>
<th>CJAC Recommendations</th>
<th>CJAC Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>84.59</td>
<td>1</td>
<td>3301201</td>
<td>Willacy County</td>
<td>Deputy Constable Project</td>
<td>$94,476.00</td>
<td>$94,476.00</td>
<td>$94,476.00</td>
<td>CJAC recommends 100% funding.</td>
</tr>
<tr>
<td>83.88</td>
<td>2</td>
<td>3346601</td>
<td>Los Indios, City of</td>
<td>Patrol Vehicle</td>
<td>$30,000.00</td>
<td>$30,000.00</td>
<td>$30,000.00</td>
<td>CJAC recommends 100% funding.</td>
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<tr>
<td>82.62</td>
<td>3</td>
<td>3365301</td>
<td>Mercedes, City of</td>
<td>City of Mercedes Vehicle Monitors</td>
<td>$62,000.00</td>
<td>$62,000.00</td>
<td>$62,000.00</td>
<td>CJAC recommends 100% funding.</td>
</tr>
<tr>
<td>78.85</td>
<td>4</td>
<td>3356001</td>
<td>Edcouch, City of</td>
<td>Interdiction Officer</td>
<td>$32,468.48</td>
<td>$32,468.48</td>
<td>$32,468.48</td>
<td>CJAC recommends 100% funding.</td>
</tr>
<tr>
<td>77.59</td>
<td>5</td>
<td>3310402</td>
<td>Hidalgo County</td>
<td>Hidalgo County Domestic Violence Court</td>
<td>$195,461.11</td>
<td>$195,461.11</td>
<td>$195,461.11</td>
<td>Due to the shortfall of available funding, this application may be awarded the remaining amount of $795.41. However, if additional funding becomes available the CJAC and LRGVDC Board requests CJDs consideration to fund this project at 100%.</td>
</tr>
<tr>
<td>77.14</td>
<td>6</td>
<td>3255901</td>
<td>Rancho Viejo, Town of</td>
<td>LPR System</td>
<td>$34,105.00</td>
<td>$34,105.00</td>
<td>$34,105.00</td>
<td>If additional funding is available, the CJAC and LRGVDC requests CJDs consideration to fund this project at 100%.</td>
</tr>
<tr>
<td>75.96</td>
<td>7</td>
<td>3327601</td>
<td>Cameron County DA's Office</td>
<td>Special Operations Equipment</td>
<td>$64,592.75</td>
<td>$64,592.75</td>
<td>$64,592.75</td>
<td>Application was withdrawn by the CJAC due its second year request for equipment. Equipment can only be considered on a biennium basis.</td>
</tr>
<tr>
<td>59.92</td>
<td>8</td>
<td>3386501</td>
<td>Harlingen, City of</td>
<td>Infrastructure JAG 2017/18</td>
<td>$52,392.80</td>
<td>$52,392.80</td>
<td>$0.00</td>
<td></td>
</tr>
</tbody>
</table>

Requests: $565,496.14
Available: $415,201.00

Total Applications 8

Fully Funded Applications Ranked # 1 - 5 $150,295.14 CIAC Recommendation on 04/12/2017

$795.41 Funded Application w/remaining # 6 LRGVDC Board of Directors Approval on 04/26/2017
ATTACHMENT B
RESOLUTION ADOPTING AND SUBMITTING
FY 2017-2018 Justice Assistance Grant (JAG) Programs
To the Criminal Justice Division

WHEREAS, the Criminal Justice Division of the Governor's Office of the State of Texas received a budget allocation for fiscal year 2017-2018 for the JAG Program; and,

WHEREAS, the Criminal Justice Advisory Committee and the Board of Directors has recommended this list of priorities for available funds in the area of JAG Programs; and

WHEREAS, these applications serve Cameron, Hidalgo, and Willacy County agencies and therefore their populations; and,

WHEREAS, in accordance with the Criminal Justice Division of the Governor's Office guidelines, the Criminal Justice Advisory Committee and the LRGVDC Board of Directors have reviewed and prioritized each application received.

THEREFORE, BE IT RESOLVED, by the Board of Directors of the Lower Rio Grande Valley Development Council as follows:

SECTION 1: The list of priorities is adopted as the Lower Rio Grande Valley Development Council FY2017-2018 Budget for the JAG Programs.

SECTION 2: The attached list by applicant and title has received favorable review under the Criminal Justice Advisory Committee requirement and strong recommendation for funding.

SECTION 3: The Board of Directors of the Lower Rio Grande Valley Development Council is authorized to submit this priority list to the Office of the Governor's Criminal Justice Division.

Adopted and approved this 26th day of April 2017

HONORABLE TONY MARTINEZ
LRGVDC Board of Directors, President
8. Homeland Security................................................................................................................. Manuel Cruz
   Director

   B. Act upon Criminal Justice Advisory Committee Recommendation.

   2. Consider Approval of the FY2017-2018 Juvenile Justice and
      Delinquency Prevention (JJDP) Program Priority Listing and
      Resolution.

      Applications were submitted to the Office of the Governor’s Criminal
      Justice Division on February 20, 2017. The CJAC convened on April
      12, 2017 to review, score and rank the JJDP grant applications.

      The total local requests was $964,161.49.
      The total available is $425,908.00.
      Difference of -$538,253.49.

      Please refer to Attachments A: CJAC Priority Listing; & B: Resolution,
      should there be any questions, please advise.
## Attachment A - CJAC Recommendation for JA-Juvenile Justice and Delinquency Prevention (JJDP) FY2017-2018

<table>
<thead>
<tr>
<th>CJAC Score</th>
<th>CJAC Ranking #</th>
<th>Grant #</th>
<th>Name</th>
<th>Project Title</th>
<th>Requested Org. Amount</th>
<th>Requested Amount</th>
<th>CJAC Recommendations</th>
<th>CJAC Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>76.64</td>
<td>1</td>
<td>2059710</td>
<td>Raymondville ISD</td>
<td>Raymondville ISD Police Dept.,</td>
<td>$43,153.00</td>
<td>$43,153.00</td>
<td>$43,153.00</td>
<td>CJAC Recommends 100% Funding</td>
</tr>
<tr>
<td>75.00</td>
<td>2</td>
<td>1716914</td>
<td>Willacy County</td>
<td>Juvenile Justice Alternatives</td>
<td>$40,000.00</td>
<td>$40,000.00</td>
<td>$40,000.00</td>
<td>CJAC Recommends 100% Funding</td>
</tr>
<tr>
<td>74.24</td>
<td>3</td>
<td>1471319</td>
<td>Cameron County</td>
<td>Purchase of Juvenile Justice Alternatives</td>
<td>$42,087.00</td>
<td>$42,087.00</td>
<td>$42,087.00</td>
<td>CJAC Recommends 100% Funding</td>
</tr>
<tr>
<td>74.12</td>
<td>4</td>
<td>2795304</td>
<td>Willacy County</td>
<td>School Attendance Program</td>
<td>$54,430.00</td>
<td>$54,430.00</td>
<td>$54,430.00</td>
<td>CJAC Recommends 100% Funding</td>
</tr>
<tr>
<td>74.04</td>
<td>5</td>
<td>2723005</td>
<td>Cameron County</td>
<td>Juvenile Justice Dept., Destiny Program</td>
<td>$61,926.75</td>
<td>$61,926.75</td>
<td>$61,926.75</td>
<td>CJAC Recommends 100% Funding</td>
</tr>
<tr>
<td>72.48</td>
<td>6</td>
<td>2866003</td>
<td>Santa Rosa ISD</td>
<td>Santa Rosa Youth Leadership Project</td>
<td>$70,199.00</td>
<td>$70,199.00</td>
<td>$70,199.00</td>
<td>CJAC Recommends 100% Funding</td>
</tr>
<tr>
<td>64.12</td>
<td>7</td>
<td>3119002</td>
<td>Edcouch, City of</td>
<td>Edcouch Juvenile Officer</td>
<td>$32,468.48</td>
<td>$32,468.48</td>
<td>$32,468.48</td>
<td>CJAC Recommends 100% Funding</td>
</tr>
<tr>
<td>63.4</td>
<td>8</td>
<td>3371801</td>
<td>Mission, City of</td>
<td>Mission First Offender Program</td>
<td>$60,000.00</td>
<td>$60,000.00</td>
<td>$60,000.00</td>
<td>Due to the shortfall of available funding, this application may be awarded the remaining amount of $21,643.77. However, if additional funding becomes available the CJAC and LRGVDC Board requests CJDs consideration to fund this project at 100%.</td>
</tr>
<tr>
<td>57.76</td>
<td>9</td>
<td>3389001</td>
<td>Nueva Luz Foundation</td>
<td>The Empowerment &amp; Assertiveness Prg</td>
<td>$519,824.26</td>
<td>$519,824.26</td>
<td>$519,824.26</td>
<td>Application was withdrawn by the CJAC due its ineligibility due to System for Award Management (SAM) being expired.</td>
</tr>
<tr>
<td>1.72</td>
<td>10</td>
<td>3358901</td>
<td>Santa Rosa, City of</td>
<td>Juvenile Justice Grant</td>
<td>$40,073.00</td>
<td>$40,073.00</td>
<td>$0.00</td>
<td></td>
</tr>
</tbody>
</table>

Requests: $964,161.49  
Available: $425,908.00

<table>
<thead>
<tr>
<th>Total Applications</th>
<th>10</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fully Funded</td>
<td>$538,253.49</td>
</tr>
<tr>
<td>Applications Ranked # 1 - 8</td>
<td>$404,264.23</td>
</tr>
<tr>
<td>Funded Application w/remaining # 9</td>
<td>$21,643.77</td>
</tr>
</tbody>
</table>

CJAC Recommendation on 04/12/2017  
LRGVDC Board of Directors Approval on 04/26/2017
ATTACHMENT B
RESOLUTION ADOPTING AND SUBMITTING
FY 2017-2018 Juvenile Justice & Delinquency Prevention (JJDP)
Programs To the Criminal Justice Division

WHEREAS, the Criminal Justice Division of the Governor's Office of the State of Texas received a budget allocation for fiscal year 2017-2018 for the Juvenile Justice & Delinquency Prevention Programs; and,

WHEREAS, the Criminal Justice Advisory Committee and the Board of Directors has recommended this list of priorities for available funds in the area of Juvenile Justice & Delinquency Prevention Programs; and

WHEREAS, these applications serve Cameron, Hidalgo, and Willacy County agencies and therefore their populations; and,

WHEREAS, in accordance with the Criminal Justice Division of the Governor's Office guidelines, the Criminal Justice Advisory Committee and the LRGVDC Board of Directors have reviewed and prioritized each application received.

THEREFORE, BE IT RESOLVED, by the Board of Directors of the Lower Rio Grande Valley Development Council as follows:

SECTION 1: The list of priorities is adopted as the Lower Rio Grande Valley Development Council FY 2017-2018 for the Juvenile Justice & Delinquency Prevention Programs.

SECTION 2: The attached list by applicant and title has received favorable review under the Criminal Justice Advisory Committee requirement and strong recommendation for funding.

SECTION 3: The Board of Directors of the Lower Rio Grande Valley Development Council is authorized to submit this priority list to the Office of the Governor's Criminal Justice Division.

Adopted and approved this 26th day of April 2017

HONORABLE TONY MARTINEZ
LRGVDC Board of Directors, President
8. Homeland Security ................................................................. Manuel Cruz
Director

B. Act upon Criminal Justice Advisory Committee Recommendation.

3. Consider Approval of the FY2017-2018 Victims of Crime Act (VOCA)
Grant Priority Listing and Resolution.

Applications were submitted to the Office of the Governor’s Criminal
Justice Division on February 20, 2017. The CJAC convened on April
13, 2017 to review, score and rank the VOCA Program grant
applications.

The total local requests was $3,653,843.52.
The total available is $4,770,343.00.
Difference of $1,116,499.48.

Please refer to Attachments A: CJAC Priority Listing; & B: Resolution,
should there be any questions, please advise.

ACTION ITEM
<table>
<thead>
<tr>
<th>Score</th>
<th>Score</th>
<th>Grant #</th>
<th>Name</th>
<th>Project Title</th>
<th>Req. Org. Amount</th>
<th>Req. Amount</th>
<th>CJAC Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>75.00</td>
<td>1</td>
<td>3362101</td>
<td>LRGVDC</td>
<td>Hidalgo County DA's Office - Victims Unit SAFE ROOM</td>
<td>$69,920.00</td>
<td>$69,920.00</td>
<td>CJAC Recommends 100% funding. In addition, recommends the applicant to contact CID and request additional funding for this project, solely at the applicants discretion. Also, to accept consideration of additional applications, if allowed, in an effort to utilize VOCA's full RBE.</td>
</tr>
<tr>
<td>74.64</td>
<td>2</td>
<td>3343101</td>
<td>LRGVDC</td>
<td>Regional Crime Victim Liaison &amp; Training Project</td>
<td>$147,305.84</td>
<td>$147,305.84</td>
<td>CJAC Recommends 100% funding. In addition, recommends the applicant to contact CID and request additional funding for this project, solely at the applicants discretion. Also, to accept consideration of additional applications, if allowed, in an effort to utilize VOCA's full RBE.</td>
</tr>
<tr>
<td>74.50</td>
<td>3</td>
<td>1377818</td>
<td>Women Together Foundation</td>
<td>Crime Victim Advocacy Project</td>
<td>$209,636.00</td>
<td>$209,636.00</td>
<td>CJAC Recommends 100% funding. In addition, recommends the applicant to contact CID and request additional funding for this project, solely at the applicants discretion. Also, to accept consideration of additional applications, if allowed, in an effort to utilize VOCA's full RBE.</td>
</tr>
<tr>
<td>74.46</td>
<td>4</td>
<td>2924302</td>
<td>Hidalgo County</td>
<td>Hidalgo County DA's Office - Victim Assistance Pro</td>
<td>$579,302.78</td>
<td>$579,302.78</td>
<td>CJAC Recommends 100% funding. In addition, recommends the applicant to contact CID and request additional funding for this project, solely at the applicants discretion. Also, to accept consideration of additional applications, if allowed, in an effort to utilize VOCA's full RBE.</td>
</tr>
<tr>
<td>72.92</td>
<td>5</td>
<td>3352101</td>
<td>Lyford, City of</td>
<td>Victims of Crime Program</td>
<td>$84,643.00</td>
<td>$96,212.00</td>
<td>CJAC Recommends 100% funding. In addition, recommends the applicant to contact CID and request additional funding for this project, solely at the applicants discretion. Also, to accept consideration of additional applications, if allowed, in an effort to utilize VOCA's full RBE.</td>
</tr>
<tr>
<td>72.67</td>
<td>6</td>
<td>3057402</td>
<td>Sullivan City, City of</td>
<td>Sullivan City Crime Victims Liaison</td>
<td>$65,920.00</td>
<td>$65,920.00</td>
<td>CJAC Recommends 100% funding. In addition, recommends the applicant to contact CID and request additional funding for this project, solely at the applicants discretion. Also, to accept consideration of additional applications, if allowed, in an effort to utilize VOCA's full RBE.</td>
</tr>
<tr>
<td>72.17</td>
<td>7</td>
<td>3347401</td>
<td>Cameron County</td>
<td>Public Presentation and Outreach</td>
<td>$46,836.76</td>
<td>$46,836.76</td>
<td>CJAC Recommends 100% funding. In addition, recommends the applicant to contact CID and request additional funding for this project, solely at the applicants discretion. Also, to accept consideration of additional applications, if allowed, in an effort to utilize VOCA's full RBE.</td>
</tr>
<tr>
<td>71.82</td>
<td>8</td>
<td>2430507</td>
<td>Pharr, City of</td>
<td>Human Trafficking Liaison</td>
<td>$38,356.00</td>
<td>$38,356.00</td>
<td>CJAC Recommends 100% funding. In addition, recommends the applicant to contact CID and request additional funding for this project, solely at the applicants discretion. Also, to accept consideration of additional applications, if allowed, in an effort to utilize VOCA's full RBE.</td>
</tr>
<tr>
<td>71.39</td>
<td>9</td>
<td>2555205</td>
<td>Harlingen, City of</td>
<td>Crime Victim Liaison</td>
<td>$75,647.86</td>
<td>$75,647.86</td>
<td>CJAC Recommends 100% funding. In addition, recommends the applicant to contact CID and request additional funding for this project, solely at the applicants discretion. Also, to accept consideration of additional applications, if allowed, in an effort to utilize VOCA's full RBE.</td>
</tr>
<tr>
<td>71.10</td>
<td>10</td>
<td>3372601</td>
<td>Raymondville, City of</td>
<td>Victims of Crime Program</td>
<td>$95,973.00</td>
<td>$87,154.00</td>
<td>CJAC Recommends 100% funding. In addition, recommends the applicant to contact CID and request additional funding for this project, solely at the applicants discretion. Also, to accept consideration of additional applications, if allowed, in an effort to utilize VOCA's full RBE.</td>
</tr>
<tr>
<td>#</td>
<td>11</td>
<td>2295407</td>
<td>Pharr, City of</td>
<td>Domestic Violence Coordinator Project</td>
<td>$34,000.00</td>
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<td>$34,000.00</td>
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<tr>
<td>---</td>
<td>---</td>
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<td>---</td>
</tr>
<tr>
<td>#</td>
<td>13</td>
<td>3311901</td>
<td>Friendship of Women</td>
<td>Survivor Empowerment &amp; Advocacy Rebuild, Rev..</td>
<td>$443,648.34</td>
<td>$297,122.86</td>
<td>$297,122.86</td>
</tr>
<tr>
<td>#</td>
<td>14</td>
<td>3056902</td>
<td>Penitas, City of</td>
<td>Penitas Crime Victims Liaison</td>
<td>$65,520.00</td>
<td>$65,520.00</td>
<td>$65,520.00</td>
</tr>
<tr>
<td>#</td>
<td>15</td>
<td>3374401</td>
<td>Nueva Luz Foundation</td>
<td>Embrace Action Program</td>
<td>$596,709.26</td>
<td>$596,709.26</td>
<td>$596,709.26</td>
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<tr>
<td>#</td>
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<td>3391901</td>
<td>Nueva Luz Foundation</td>
<td>Effective Alternatives Program</td>
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<td>$565,684.68</td>
<td>$565,684.68</td>
</tr>
<tr>
<td>#</td>
<td>17</td>
<td>2759103</td>
<td>Rio Grande Valley Empowerment Zone Corp.</td>
<td>Project EVICT (Empowering Victims to Initiate Change Today)</td>
<td>$436,539.00</td>
<td>$436,539.00</td>
<td>$436,539.00</td>
</tr>
</tbody>
</table>

**CJAC 2nd Tier**

| # | 12 | 3388001 | The Children’s Bereavement Cntr of South TX | Children’s Bereavement Center - Rio Grande Valley | $98,201.00 | $45,922.00 | $45,922.00 | 2ND TIER: Applicant did not attend a mandatory grant workshop and was placed in a second tier of the category and prioritized by the committee to be eligible for any excess funding is available. CJAC Recommends 100% funding due to excess funding being available. |

Total Applications 17

| Requested: | $3,457,789.04 |
| Available: | $4,770,343.00 |

$3,411,867.04 Fully Funded Applications # 1-16, 13-17

$45,922.00 2nd Tier applicant due to not attending the criminal justice workshop.
ATTACHMENT B
RESOLUTION ADOPTING AND SUBMITTING
FY 2017-2018 Victims of Crime Act (VOCA) Grant
To the Criminal Justice Division

WHEREAS, the Criminal Justice Division of the Governor's Office of the State of Texas received a budget allocation for fiscal year 2017-2018 for the Victims of Crime Act Grant; and,

WHEREAS, the Criminal Justice Advisory Committee and the Board of Directors has recommended this list of priorities for available funds in the area of Victims of Crime Act Projects; and

WHEREAS, these applications serve Cameron, Hidalgo, and Willacy County agencies entities and therefore their populations; and,

WHEREAS, in accordance with the Criminal Justice Division of the Governor's Office guidelines, the Criminal Justice Advisory Committee and the LRGVDC Board of Directors have reviewed and prioritized each application received.

THEREFORE, BE IT RESOLVED, by the Board of Directors of the Lower Rio Grande Valley Development Council as follows:

SECTION 1: The list of priorities is adopted as the Lower Rio Grande Valley Development Council FY 2017-2018 for the Victims of Crime Act Grant.

SECTION 2: The attached list by applicant and title has received favorable review under the Criminal Justice Advisory Committee requirement and strong recommendation for funding.

SECTION 3: The Board of Directors of the Lower Rio Grande Valley Development Council is authorized to submit this priority list to the Office of the Governor's Criminal Justice Division.

SECTION 4: For CJD to consider unused funds in the VOCA category to be made available, if allowable, to existing applicants in both VOCA & VAWA categories and to accept consideration of additional applicants in an effort to utilize LRGVDC's full allocation of funds.

Adopted and approved this 26th day of April 2017

HONORABLE TONY MARTINEZ
LRGVDC Board of Directors, President
Lower Rio Grande Valley Development Council
Board of Directors Report
April 26, 2017

8. Homeland Security................................................................. Manuel Cruz
Director

B. Act upon Criminal Justice Advisory Committee Recommendations


Applications were submitted to the Office of the Governor’s Criminal Justice Division on February 20, 2017. The CJAC convened on April 13, 2017 to review, score and rank the JJDP grant applications.

The total local request was $467,158.08.
The total available is $258,507.00.
Difference of $208,651.08.

Please refer to Attachments A: CJAC Priority Listing; & B: Resolution, should there be any questions, please advise.
<table>
<thead>
<tr>
<th>CJAC Score</th>
<th>CJAC Ranking</th>
<th>Grant #</th>
<th>Name</th>
<th>Project Title</th>
<th>Req. Org.</th>
<th>Req. Amount</th>
<th>CJAC Recommendations</th>
<th>CJAC Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>80.17</td>
<td>1</td>
<td>2106509</td>
<td>Willacy County</td>
<td>Domestic Violence Unit</td>
<td></td>
<td>$51,656.34</td>
<td>$51,656.34</td>
<td>CJAC Recommends 100% Funding.</td>
</tr>
<tr>
<td>76.64</td>
<td>2</td>
<td>2931303</td>
<td>Hidalgo County Domestic Violence Specialty Prosecutor</td>
<td></td>
<td></td>
<td>$119,378.55</td>
<td>$119,378.55</td>
<td>CJAC Recommends 100% Funding. CJAC recommended that the applicant contact CJD and request their Advocate Personnel to be funded with VOCA, if allowable; the funding will award the applicant $87,844.32.</td>
</tr>
<tr>
<td>72.78</td>
<td>3</td>
<td>1844912</td>
<td>Cameron County Domestic Violence Unit</td>
<td></td>
<td></td>
<td>$276,123.19</td>
<td>$276,123.19</td>
<td>Due to the shortfall of available funding, this application may be awarded the remaining amount of $87,472.11. However, if additional funding becomes available the CJAC and LRGVDC Board requests CJDs consideration to fund this project at 100%. Additionally, CJAC recommended that the applicant contact CJD and request project to be funded with VOCA if allowable.</td>
</tr>
<tr>
<td>70.57</td>
<td>4</td>
<td>3375201</td>
<td>Rio Grande Valley Empowerment Zone Corp. LRGVDC Project SEE (Saving Lives through Education and Empowerment)</td>
<td></td>
<td></td>
<td>$20,000.00</td>
<td>$20,000.00</td>
<td>If additional funding is available, the CJAC and LRGVDC requests CJD's consideration to fund this project at 100%. Additionally, CJAC recommended that the applicant contact CJD and request project to be funded with VOCA if allowable.</td>
</tr>
</tbody>
</table>

Requests: $467,158.08
Available: $258,507.00

Total Applications 4
Fully funded applications # 1 - 2 $171,034.89
Funded application #3 w/remaining amount. $87,472.11

CJAC Recommendation on 04/13/2017
LRGVDC Board of Directors Approval on 04/26/2017
ATTACHMENT B
RESOLUTION ADOPTING AND SUBMITTING
FY 2017-2018 Violence Against Women Act (VAWA) Projects
To the Criminal Justice Division

WHEREAS, the Criminal Justice Division of the Governor's Office of the State of Texas received a budget allocation for fiscal year 2017-2018 for the Violence Against Women Act Projects; and,

WHEREAS, the Criminal Justice Advisory Committee and the Board of Directors has recommended this list of priorities for available funds in the area of Violence Against Women Act Projects; and

WHEREAS, these applications serve Cameron, Hidalgo, and Willacy County agencies and therefore their populations; and,

WHEREAS, in accordance with the Criminal Justice Division of the Governor's Office guidelines, the Criminal Justice Advisory Committee and the LRGVDC Board of Directors have reviewed and prioritized each application received.

THEREFORE, BE IT RESOLVED, by the Board of Directors of the Lower Rio Grande Valley Development Council as follows:

SECTION 1: The list of priorities is adopted as the Lower Rio Grande Valley Development Council FY 2017-2018 for the Violence Against Women Act Projects.

SECTION 2: The attached list by applicant and title has received favorable review under the Criminal Justice Advisory Committee requirement and strong recommendation for funding.

SECTION 3: The Board of Directors of the Lower Rio Grande Valley Development Council is authorized to submit this priority list to the Office of the Governor's Criminal Justice Division.

Adopted and approved this 26th day of April 2017

HONORABLE TONY MARTINEZ
LRGVDC Board of Directors, President
B. Criminal Justice Program

5. Status Report

1. **CJD Funding:**

The FY2017-2018 Criminal Justice prioritization process was conducted on April 13\textsuperscript{th} and 14\textsuperscript{th}.

The Office of the Governor - Criminal Justice Division has notified all COGs on the deadline to submit the 2017-2018 priority rankings. Deadline to submit the scoring and rankings is May 2\textsuperscript{nd}.

In the Victims of Crime (VOCA) category an estimated $1.7 million will not be used due to applicants not applying for the remaining funds. CJD understands the desire to keep funds within the respective region, but unfortunately it is not feasible for the state to separate the federal awards into 24 different subaccounts over the project period. To the extent possible, CJD wants to make sure that there are no unmet needs in any region. Staff will continue to reach out and contact CJD with concerns and potential suggestions with the hopes of attaining a possible solutions.

Please refer to Attachment A.

Should you have any questions, please advise.
ITEM 9.

REGIONAL PLANNING & SERVICES
9. Report from Regional Planning and Services

A. Environmental Resources

1. Water Resources

   a. Program Activity and Status Report (Region M)

       ❖ The next Region M meeting is tentatively scheduled for June 14, 2017.
       ❖ Application for Fifth Cycle of Regional Water Planning Group (Region M) has been submitted to TWDB and can be found at www.lrgydc.org and www.riograndewaterplan.org.
9. Report from Regional Planning and Services

A. Environmental Resources

2. Solid Waste Management

   a. Program Status Report on Solid Waste Program Activities

      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 on our web site at www.lrgydc.org – regional planning page.
9. Report from Regional Planning and Services.............................................................. Marcie Oviedo
   Director

B. HUD Disaster Recovery Funding

1. Program Status Report on 2nd Round Disaster Recovery Funding

   a. Non-Rental Contract

   The LRGVDC executed Texas General Land Office (GLO) contract for Disaster Recovery Housing Program (DRHP) on October 12, 2012. The DRHP consisted of Single Family Homeowner Assistance Program (HAP), Homeowner Opportunity Program (HOP), and Rapid Housing Recovery Pilot Program. The DRHP was designed to provide funds for rehabilitation or reconstruction for applicants in their existing home. However, if applicants qualified for HOP they could relocate to a higher opportunity area for the purchase of an existing home or lot purchase for a newly constructed program home. Funding was made available through the Community Development Block Grant (CDBG) Disaster Recovery Program, administered by GLO. The Program’s primary goals were to provide decent, safe, and sanitary housing; to ensure housing needs for low, very low and extremely low-income households; prioritize elderly and disable populations; and provide initial target outreach to persons located in FEMA High Risk areas. These funds assisted a total of 777 applicants, 641 applicants were served by HAP, 116 applicants were served by HOP and 20 applicants were served by the Rapid Housing Program.

   b. Rental Contract

   The LRGVDC executed Texas General Land Office (GLO) contract for Hurricane Dolly Disaster Recovery Affordable Rental Program (DRARP) on October 12, 2012. The DRARP was designed to provide funds for rehabilitation, reconstruction, and/or new construction of affordable multi-family and single family rental housing projects in areas impacted by Hurricane Dolly. Funding was made available through the Community Development Block Grant (CDBG) Disaster Recovery Program, administered by GLO. The Program’s primary goals were to provide decent, safe, and sanitary housing; to ensure housing needs for low, very low and extremely low-income households; prioritize elderly and disable populations. The LRGVDC awarded five multi-family rental projects, consisting a total of 223 units. Three of the multi projects were new construction and two were rehabs. Three single family rental projects were awarded, consisting a total of 12 units and were new construction.
ITEM 10.

REGIONAL POLICE ACADEMY
Regional Police Academy

A. Act upon Regional Police Academy Advisory Committee Recommendations

1. Consider Approval of Revisions to Standard Operating Procedure

After discussion and input from the Regional Police Academy Advisory Committee, the revisions noted below were made to the cadet Standard Operating Procedure. These revisions were recommended to bring additional clarity to the admission process, continue maintenance of quality standards and implement timelines to ensure all required documents are submitted in a timely manner.

A. Applicant physical examinations, drug screens and psychological exams must be current (6 months prior to the 1st day of the academy) and cannot be transferred over from another agency.

B. Applicant re admission into the academy after (1) one calendar year if clinical psychologist denies admittance into the academy.

C. Applicant psychological appointment for acceptance into the academy must be scheduled no later than (3) three weeks prior to the 1st day of the academy.
10. Regional Police Academy and Training Center Report

B. Status Report from Regional Police Academy

1. In-Service Training Hours Reported

<table>
<thead>
<tr>
<th>Classes Reported</th>
<th>03/01/2017 thru 03/31/2017</th>
<th>Year to date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Officers Attending</td>
<td>276</td>
<td>459</td>
</tr>
<tr>
<td>Contact Hours</td>
<td>3,164</td>
<td>3,794</td>
</tr>
</tbody>
</table>

2. Basic Peace Officer Academy

<table>
<thead>
<tr>
<th>Graduating programs</th>
<th>03/01/2017 thru 03/31/2017</th>
<th>Year to date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cadets graduated</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Contact Hours</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

3. May 2017 In-Service Scheduled

- Institute for Law Enforcement Admin.
  - Texas Sergeant Academy
  - Registration and Fees: Log into: https://goo.gl/qfJfTh
  - May 15-26, 2017
  - 8:00am to 4:00pm Harlingen Police Department Training Annex 24200 F.M. 509

4. Basic Peace Officer Course Upcoming Academies

The registration process has begun for the upcoming Mission, Hidalgo, TSTC and Edinburg full-time and part-time academies. Testing dates have been posted on our website for upcoming Academies.

- 195th BPOC Day Academy-Mission Campus
  - Tentative 06/05/2017
- 195th BPOC Day Academy-TSTC Campus
  - Tentative 06/05/2017
- 195th BPOC Day Academy-Hidalgo Campus
  - Tentative 06/05/2017
- 195th BPOC Day Academy-Edinburg Campus
  - Tentative 06/05/2017

5. Academy Projected Graduation Dates

- Mission Day Academy 193rd (B) BPOC 05/04/2017
- Hidalgo Day Academy 193rd (A) BPOC 04/28/2017
Regional Police Academy
Standard Operating Procedures (SOPs)

301 West Railroad Street • Weslaco, TX  78596
Phone 956.682.3481 • Fax 956.686.5379

Contacts:

Glenda Garcia
Assistant Director (Compliance)
(956) 682-3481 ext. 194
ggarcia@lrgvdc.org

(Vacant)
Assistant Director (Curriculum & Instruction)
(956) 682-3481 ext. 140
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MISSION

Our mission is to provide a premier and valuable training institution in this region that produces highly qualified law enforcement professionals for the citizens of the Rio Grande Valley.

VISION

It is the vision of this training institution that the law enforcement community will flourish to an exemplary standard by providing up-to-date in-service training and education.

INTRODUCTION

The Lower Rio Grande Development Council (LRGVDC) operates the Regional Police Academy administering training resources, and programs for the development of qualified law enforcement officers and professionals throughout the region.

LRGVDC Regional Police Academy utilizes a wide-variety of law enforcement instructors to provide a comprehensive, diverse academy, incorporating the expertise of some of the finest training officials in the area, and governed by the T.C.O.L.E. Rules and Regulations.

The LRGVDC has partnerships with law enforcement agencies such as the Cities of Mission, Hidalgo, Edinburg, Harlingen, and San Benito to provide instructors, and training site locations that offer accessible day and night training locations across the Rio Grande Valley.

A. REGIONAL POLICE ADVISORY BOARD

The Regional Police Academy Advisory Board is required both by Texas Law and by T.C.O.L.E. Administrative Rules for all training providers and shall provide guidance on policies, procedures, admission, attendance, retention, curriculum, and quality standards in compliance with all T.C.O.L.E. Rules and Regulations.

Members are comprised of law enforcement leaders, instructors, and public advocate members appointed by the LRGVDC Executive Director to provide important and critical input reflective of the highest quality and ethical standards.

B. TEXAS COMMISSION ON LAW ENFORCEMENT (T.C.O.L.E.)

The LRGVDC is a contracted training provider for the Texas Commission on Law Enforcement which is the regulatory agency responsible for overseeing training and governing requirements for Texas Law Enforcement Officers, Emergency 9-1-1 Telecommunicators (dispatchers), and County Jailers


During the training cycle, all T.C.O.L.E. (Peace Officers, Telecommunications Officers, and County Jailers) are required to complete professional development training depending on the type of license held, and the individual's proficiency certification level (Basic, Intermediate, Advance, or Master).
C. The Lower Rio Grande Valley Development Council Regional Police Academy

Advisory Board Committee By-Laws

Article I – Name

The name of the Committee shall be the Lower Rio Grande Valley Development Council Regional Police Academy Advisory Committee.

Article II – Authority

The Lower Rio Grande Development Council (LRGVDC) under the authority of the LRGVDC By-Laws hereby creates the LRGVDC Regional Police Academy Advisory Committee in compliance with the rules of the Texas Commission on Law Enforcement (TCOLE) regarding Trainer Provider Advisory Boards (Texas Administrative Code, Title 37, Part VII, Section 215.7).

The Police Academy Advisory Committee shall furnish policy guidance in matters related to the Regional Police Academy training curriculum, cadet admissions and standards, and other information that may be useful to the regional training program.

Article III – Functions of the Advisory Committee

The Police Academy Advisory Committee shall carry out the following duties:

- Effectively discharge its responsibilities and otherwise comply with TCOLE rules and regulations;
- Set policies and procedures for the academy with the consent of the chief administrator;
- Advise on the need to study, evaluate and identify specific training needs;
- Advise on the determination of the types, frequency and location of courses to be offered;
- Advise on the establishment of the standards for admission, prerequisites, minimum and maximum class size, attendance and retention;
- Advise on the order of preference among employees or prospective appointees of the sponsoring organization and other persons, if any; and
- Set policies and procedures for the academy with the consent of the LRGVDC Executive Director.

Article IV – Procedures, Membership and Records

The following rules shall govern the procedures, membership, and records of the Police Academy Advisory Committee.
Advisory Committee Membership

Committee members shall be appointed by the LRGVDC, council of government executive director, per membership eligibility criteria. All Police Advisory Committee members must meet the requirements set forth in TCOLE Rules for Police Advisory Board members (§215.7).

Membership on the Advisory Committee will consist of the following:

- at least one member from each county served; (Cameron, Willacy, and Hidalgo)
- 1/3 of total membership must include civilian members to provide community representation and transparency;
- At least two members representing Law Enforcement agency chief executives (Police Chiefs, Sheriff's, and Constables), not to exceed three members per county;
- At least one member representing Law Enforcement instructors, currently performing instructional duties as defined by instructor proficiency TCOLE Statute and Rules;
- One member, representing LRGVDC Board of Directors; and,
- LRGVDC executive director and/or LRGVDC program administrators, as ex-officio, non-voting members.

Note: Appointed member shall not represent more than one qualifying category.

The membership shall not fall below a minimum of five (5) voting members at any time.

Any member missing three (3) consecutive meetings will be reviewed for removal from the Advisory Committee and at the discretion of the voting members of the Police Academy Advisory Committee and approval of the LRGVDC executive director. The Executive Director of the LRGVDC can appoint a replacement for discharged members from the list of names presented from the county the discharged member(s) represented.

Board members are required to successfully complete the commission developed advisory board training course within one year of appointment to an advisory board.

Members will serve for the Texas legislative biennium beginning on September 1 of the odd year and ending on August 31 of the following odd year.

Officers

The officers of the Police Academy Advisory Committee shall be a Chair and Vice Chair and selected from active members of the Advisory Committee Membership. The officers shall be selected from the Committee and appointed by the LRGVDC. The Chair shall preside at all meetings of the Committee and shall be the representative of the Committee in all matters. The Vice Chair shall perform the duties of the Chair in the Chair’s absence.

Officers shall serve for the Texas Legislative biennium period following selection beginning on September 1 of the odd year and ending on August 31 of the following odd year.
Voting

Each member of the Police Academy Advisory Committee shall have one (1) vote, except the Chair, who will only vote to break a tie. Each member must be present at the meeting to cast a vote. Proxy and absentee voting are strictly forbidden.

Quorum for Transaction of Business

The quorum for the transaction of any business (action items) by the Police Academy Advisory Committee shall be at least 51% of the committee members.

Per TCOLE Rules and Regulations, members must be physically present to count as a quorum.

Meetings

The Advisory Committee shall hold a meeting at least once per calendar year in accordance with the Rules and Regulations of the Texas Commission on Law Enforcement; however, the Advisory Committee shall meet throughout the year as often as deemed necessary to conduct Police Advisory Committee business.

Whenever possible, the Chair or Director of the Regional Police Academy and shall announce the meetings and provide written notice of the date, time, location, and subject (agenda) of the meeting at in advance of the proposed meeting date.

All meetings shall be held in compliance with Article 6252-17, Vernon Annotated Civil Statues, commonly known as the Texas Open Meetings Law.

Minutes

Minutes of all meetings shall be kept by the staff of the Regional Police Academy and approved at the following meeting of the Police Academy Advisory Committee.

Temporary Subcommittee

The Chair of the Police Academy Advisory Committee shall be responsible for the designation of the membership of any temporary subcommittee as may be required from time to time. The membership and duties of the temporary subcommittee shall be confirmed by action of the Police Academy Advisory Committee, with final approval by the LRGVDC Board of Directors.

Article V – Adoption and Amendment of Advisory Committee By-Laws

Adoption

The Board of Directors of the Lower Rio Grande Development Council will adopt these by-laws.

Amendments

An amendment to these bylaws may be proposed by a majority vote of the Police Academy Advisory Committee members present and voting. Proposed amendments passed by the Police Academy Advisory Committee shall be submitted for approval to the LRGVDC Board of Directors at least ten (10) days prior to its regularly scheduled monthly meeting.
Membership Terms

New member appointments will be made between the periods of June 1st through August 31st following Texas legislative biennium on odd numbered years.

Membership terms shall commence on the first day of September during odd numbered years and expire on the last day of August the following odd numbered year; however, membership can be renewed at the discretion of the Executive Director of the LRGVDC and there are no term limits.

These bylaws should be regularly re-adopted, amended, revised, or completely re-written no later than the 1st day of August of odd number years and submitted to the Lower Rio Grande Valley Development Council Board of Directors as an action item for approval no later than the LRGVDC Executive Board’s regularly scheduled September meeting of each odd numbered year. In the event of significant programmatic change, bylaws may be revised at the discretion of the Executive Director of the LRGVDC during any period deemed necessary.

Adoption of By-Laws

These by-laws are duly adopted at a meeting of the Board of Directors of the Lower Rio Grande Valley Development Council on this the _______ day of ______________________, ____ ______.

President, LRGVDC Board of Directors
D. BASIC PEACE OFFICER CERTIFICATION COURSE ELIGIBILITY REQUIREMENTS

Applicants must be citizens of the United States of America.

Applicants must possess either a high school diploma from an accredited secondary institute of learning, or a general educational development diploma.

Applicants must be at least twenty-one (21) years of age by the first day of class.

Applicants must complete a federal, state, local and military criminal background check.

Applicants must score at least 70% on an entrance examination, which consists of reading, writing and mathematics skills.

Applicants must have never been nor currently on court-ordered community supervision or probation for any criminal offense above the grade of a Class B Misdemeanor or a Class B Misdemeanor within the last ten (10) years.

Applicants must not currently be under indictment or information for any criminal offense.

Applicants must never have been convicted of an offense above the grade of a Class B Misdemeanor, nor convicted of a Class B Misdemeanor within the last ten (10) years.

Applicants must never have been convicted of any Family Violence Offense, regardless of the class of the offense.

Applicants must not be prohibited by state or federal law from operating a motor vehicle.

Applicants must not be prohibited by state or federal law from possessing a firearm or ammunition.

Applicants must complete a Physical Examination, a Drug Screening, and a Psychological Screening.

Applicant physical examinations, drug screens and psychological exams must be current (6 months prior to the 1st day of the academy) and cannot be transferred over from another agency.

Applicant re admission into the academy after (1) one calendar year if clinical psychologist denies admittance into the academy.

Applicant psychological appointment for acceptance into the academy must be scheduled no later than (3) three weeks prior to the 1st day of the academy.

If the applicant is under 22 years old as of the first day of class, the applicant is required to have a meningitis vaccination within the past five (5) years.

Tuition from the Basic Peace Officer Course is $2,200. The tuition does not cover the cost of uniforms, firearms, ammunition, weapons, duty equipment, handcuffs, or academic supplies. Contact the Academy regarding the available payment plan.

The Day Academy is Monday through Friday, 8am to 5 pm.

The Night Academy is Monday through Thursday, 6pm to 10pm and Saturday 8am to 5pm.

Please contact the Regional Police Academy at (956) 682-3481 for more information.

Payments can be made by cash or purchase order. Personal checks may be accepted if authorized by the Academy Director.
E. Regional Police Academy Rules

Lower Rio Grande Valley Development Council
Regional Police Academy

Basic Peace Officer Course
Rules and Regulations
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Contact Information

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(956) 970-1188 (cell)
(956) 630-4130 (fax)

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(956) 500-4307 (cell)

(Vacant)
Assistant Director - Instruction and Curriculum
(956) 682-3481 x140
(956) 638-1036 (cell)

**Monica Cantu**
Administrative Assistant
(956) 682-3481 x181  mcantu@lrgvdc.org
(956) 332-7080 (cell)

Academy Fax (956) 686-5379

Website  www.lrgvdc.org

**LRGVDC Main Offices**
301 West Railroad Street
Weslaco, TX 78596

**LRGVDC Police Academy (Mission Campus)**
Mission Public Safety Building
1200 E. 8th St.
Mission, TX 78572

**LRGVDC Police Academy (Hidalgo Campus)**
RGV Border Security and Technology Training Facility
900 S. Bridge
Hidalgo, TX 78557

**LRGVDC Police Academy (Harlingen Site)**
1902 North Loop 499, Building A
TSTC Campus
Harlingen, TX 78550
ACADEMIC STANDARDS

Objective
The objective of the Regional Police Academy is that cadets maintain acceptable standards of performance and meet the requirements established by the Regional Police Academy and the Texas Commission on Law Enforcement (TCOLE).

Achievement Standards
The Regional Police Academy demands a standard of achievement that surpasses that of the general academic community, due to the fact that the law enforcement profession requires high levels of knowledge, abilities and skills that will maintain an officer’s sense of pride, proficiency, personal safety and professional development throughout his/her career.

Cadets are expected to be fully prepared for each section of instruction and to come to class ready for the day’s tasks.

Failure to meet the established performance standards in any area shall be grounds for termination from the Regional Police Academy.

Ethics
Every professional organization prescribes to a code of conduct, which details acceptable behavior for members of that profession. Since honesty and integrity are basic traits demanded by the law enforcement profession, cadets are reminded to constantly maintain a posture that is above reproach at all times.

Law enforcement officials are entrusted with securing and protecting the public trust and as cadets strive toward that end, the cadets will be held to the higher standards demanded by the public for law enforcement professionals.

Cadets are expected to conduct themselves professionally both in class and in any other venue in which the cadet may be present (private or public).

Cadets shall refrain from cheating, stealing, lying, misrepresentations, withholding required information and/or facts, plagiarism, collusion, unethical and illegal behaviors and acts, release of confidential information and any other acts or omissions which violate the Law Enforcement Code of Ethics or any laws of the United States or the State of Texas or the Rules and Regulations of the Regional Police Academy.

Cadets shall report any unethical or illegal behavior and acts by fellow cadets, or any acts or omissions as mentioned in the aforementioned paragraph committed by a fellow cadet to their lead-instructor in writing without delay.

Cadets are expected to regard the classroom as a place of learning and professional development.

Cadets are prohibited from recording or photographing any activity in or outside the police academy classroom unless properly approved by the police instructor. This includes but is not limited to cellular telephones, tablets, or any other smart devices. These devices are a distraction to the learning environment and shall be out of sight and sound, or confiscation of these devices will occur until released at the end of the day.

Cadets have no arrest powers other than those of any other citizen. If any cadet presents her/himself as a law enforcement officer, the cadet shall be terminated from the Academy and/or criminal charges may be filed.

Cadet shall refrain from carrying weapons or ammunition either on or off duty except when authorized by Regional Police Academy staff for purposes of scheduled training related to the use of weapons and/or ammunition. Those
cadets who have concealed handgun licenses may continue carrying concealed handguns in accordance with the laws of the State of Texas. Cadets involved in or witness to police contact or action shall submit a written report to the Regional Police Academy Director/Coordinator via their lead-instructor without delay.

Cadets shall not consume intoxicants or have the odor of intoxicants on their person while in uniform whether in or out of class. Cadets who have alcohol on or about their person shall be sent home and, if appropriate, face criminal charges.

Cadets shall conduct themselves with courtesy and professionalism at all times. Discourteous, rude or inappropriate behavior of cadets toward citizens, staff, instructors, police officers, or other cadets will not be tolerated.

Cadets will wear the prescribed uniform only during hours directed by Academy staff for the completion of training needs. The uniform shall not be worn outside academy hours, unless specifically authorized by academy staff.

Cadets are expected to uphold the highest quality of professional and personal demeanor at all times. In the Law Enforcement Code of Ethics, cadets are reminded to keep their personal lives above reproach:

I will keep my private life unsullied as an example to all...

Therefore, if a cadet is arrested for any offence or if a cadet is subject to investigation by any law enforcement or governmental agency, the cadet shall be immediately removed from the course at the discretion of the Coordinator/Director of the Regional Academy. Readmission of the cadet to the academy will be at the discretion of the Coordinator/Director and written recommendation by the lead-instructor; however, the cadet must complete the entire application process in place at the time of the new application.

The Regional Police Academy reserves the right to have cadets submit to random drug testing at any time during the course. Failure of any cadet to participate and/or any attempt to defraud the test results shall result in removal from the academy and permanent banishment from future courses offered by the Regional Police Academy.

While attending the Basic Peace Officer Course, cadets are prohibited from fraternizing with fellow cadets and academy staff. In this case, fraternizing is defined as engaging in any relationship of a romantic nature and any relationship which may negatively affect the operations and/or order of the training environment. Any cadet caught fraternizing shall be removed from the academy at the discretion of the Coordinator/Director.

Those cadets whose files have been “flagged” by competent medical/psychological professionals may be subjected to additional evaluations at the discretion of the medical/psychological professional and all fees associated therewith are the responsibility of the cadet.

**Disciplinary Actions**

It is the objective of the Regional Police Academy that all cadets maintain a high level of personal discipline and that any cadet who violates any rule, regulation, policy, procedure or law shall be treated fairly.

Cadets shall be afforded administrative due process for any disciplinary matter and shall be allowed the opportunity to present information/materials in their own defense.

The decision to terminate a cadet from the Regional Police Academy rests with the Coordinator/Director; however, cadets can appeal that decision to the Executive Director of the Lower Rio Grande Development Council in writing within ten (10) business days of the date of the action by the Coordinator/Director.
The Chief Administrator of the agency of any cadet who is presently employed and/or sponsored will be notified of any disciplinary action.

**Academic Requirements**

The Regional Police Academy requires a passing grade of 80% or higher on all major examinations. Cadets will be allowed one make-up exam per major exam. Failure to pass the make-up exam shall result in the cadet being terminated the Academy.

The Regional Police Academy requires a passing grade of at least 80% on the final examination and an overall grade average of at least 80% to graduate from the Academy. Cadets are afforded one make-up exam for the academy final exam.

The minimum required score during firearms training is 80% for the practical portion (the actual shooting of weapons) and 80% on the written portion. Cadets must qualify with both the handgun and shotgun. Additionally, cadets must be physically present during the practical portion of firearms training or the cadet may be removed from the course at the discretion of the Coordinator/Director.

Spelling tests will be averaged as one major examination grade. Only one make-up test on all spelling tests collectively will be allowed. Cadets will be terminated from the course if they fail the make-up spelling test or a second spelling test.

A cadet's grade point average will consist of the score on the final exam plus the average of the major exam grades. For purposes of computing grades, the reference notebook will count at one major exam grade.

The exam schedule will be included in the course calendar, which each cadet will receive on the first day of class; however, exam dates are subject to change.

Cadets failing to meet the required 80% GPA shall not be allowed to take the academy final exam nor will they be issued an endorsement to take the state exam.

**Physical Fitness**

Physical Fitness which includes running and calisthenics are competent body strength requirements in the job description of peace officers today. This is crucial especially for safety and health concerns. To prepare for this, all Cadets will participate in all physical training. A physical assessment may include running 1.5 miles, push-ups, and sit-ups or any combination thereof. Depending on current Best Practices trends in the field of law enforcement, the physical assessment may change to benefit all Cadets.

If should be reaffirmed that the Regional Police Academy will not compromise the welfare of any Cadet in any risk of injury or greater. If an injury should occur during the Academy that Cadets will not be able to participate in physical fitness, accommodations may be considered. This accommodation is to encourage the Cadet in continuing the Academy but not at the expense of impeding the T.C.O.L.E. mandated curriculum.

The Regional Police Academy respects and complies with, “The Americans with Disabilities Act of 1990 (A.D.A.) which prohibits discrimination and ensures equal opportunity for persons with disabilities in employment, State and local government services, public accommodations, commercial facilities, and transportation.

Medical conditions may occur during the Academy. Every Cadet under this predicament will be treated with dignity, fairness, and respect. Life changing medical conditions that include gestation/pregnancy, or any other medical condition that could risk the welfare of the Cadet should be reported to the Regional Police Academy immediately.

The Regional Police Academy may not at the onset consider initial admission for a prospective Cadet under life changing medical conditions that include gestation /pregnancy or any other medical condition that could risk the
welfare of the prospective Cadet. If a Cadet meets the definition of the medical condition, the prospective Cadet will
provide a written document from a physician as to the nature of the medical condition, and what reasonable
requirements or accommodations the prospective Cadet requires.

**Tuition and Fees**
Tuition for the Basic Peace Officer Course is $2200.00; however, the tuition is subject to change at the discretion
of the Police Academy Advisory Board and market conditions.

Tuition is due five days prior to the first day of class. Exceptions may be made for those cadets who are receiving
assistance from the Veteran's Administration and those cadets who are sponsored by agencies (the agency must be
paying the cadet's tuition and/or other fees). The LRGVDC Police Academy does offer a payment plan; however,
any cadet who fails to uphold her/his obligation on the payment plan is subjected to removal from the LRGVDC
Police Academy.

Only cash, money orders, cashier's checks and purchase orders will be accepted. PERSONAL CHECKS are only
accepted with Academy Director/Coordinator approval; however, any returned check may be processed under
applicable Texas laws.

**Refund Policy**
Any cadet withdrawing from the Basic Peace Officer Course before or during the first day of class will receive a 100%
refund of all tuition paid. Other fees are non-refundable (entrance exam, background check, medical/psychological
exams, etc.).

Any cadet withdrawing from the Basic Peace Officer Course from the second day of class through the fifth day of the
course may receive a 50% refund, less applicable fees.

No refunds given after the fifth class day unless mitigating circumstances exist and approved by the
Coordinator/Director.

**CLOTHING AND UNIFORM REQUIREMENTS**

**Objective**
It is the objective of the Regional Police Academy that cadets present a professional appearance while attending the
Basic Peace Officer Course. This standard will be upheld during any function at which the cadet represents the
Academy.

**Uniform Regulations**
Cadets shall dress as directed by Academy staff. Such dress may include:

- Prescribed cadet uniform
- Black uniform belt
- Black over-the-ankle foot wear (tactical or combat style boots)
- Black duty belt with black handcuff case and holster
- Cadets will have a handcuff key on their person at all times while in uniforms

Cadets shall be in the prescribed uniform by the end of the second week of the Academy class, unless otherwise
directed by the lead-instructor or Coordinator/Director.

**Note:** The cost of the cadet uniforms is not included in the tuition. The cost of the cadet uniforms will depend on the
vendor and the number of uniforms purchased by the individual cadet.

**Civilian Attire**
While awaiting the required cadet uniform, cadets shall be clad as follows: Cadets will wear a dress shirt, slacks and footwear that would be acceptable for a casual work environment. This standard applies to male and female cadets.

If clothing is deemed inappropriate by academy staff, the cadet will be expected to immediately come into compliance with this code. For example, jeans, t-shirts, and athletic (tennis) shoes, high-heels, etc., are not allowed.

**Personal Grooming**
**Male Cadets**
- Hair will be worn neatly trimmed, clipped on the sides and back.
- Face will be clean shaven; however, mustaches are allowed but shall not extend below the corner of top lip. Beards are strictly forbidden.

**Female Cadets**
Hair will be worn in a style which will allow for the wearing of any required headgear during training, but shall be worn above the top edge of the collar at all times in a bun or similar style.
Make-up, if worn, shall be conservative in nature.
Jewelry and Accessories
Wristwatches should be worn unless otherwise directed by the instructor for certain training topics where the watches may become safety hazards.

Rings may be worn; however, cadets shall not wear rings that are gaudy or a safety hazard. Cadets can wear only one ring per hand with wedding/engagement rings being considered one ring.
Necklaces and other decorative jewelry, if worn, shall be worn under the uniform shirt and removed if deemed a safety hazard by the instructor. The cadet who is wearing the jewelry assumes full responsibility for the jewelry and shall hold no other person responsible if the jewelry becomes broken or damaged during the course.

Female cadets may wear stud earrings. Male cadets are prohibited from wearing earrings. No other visible body piercings are permissible and those which are not visible are highly discouraged.

**Personal Hygiene**
All cadets are at least 21 years old and are expected to exercise proper and appropriate hygiene at all times. If a cadet exhibits poor hygiene, the cadet may be sent home to correct the deficiency at the discretion of the instructor. Any time used by the cadet to correct hygiene deficiencies will count against the maximum hours that the cadet can miss in the course.

**FIREARMS TRAINING AND STANDARDS**

**Objective**
The objective of the Regional Academy is that each cadet demonstrates proficiency in the handling and deployment of firearms, both handguns and shotguns, and demonstrates safety practices in the handling of handheld weapons.

Even though a portion of the firearms curriculum will occur at the firing range, cadets are expected to demonstrate the same professional behavior as they would in in-classroom instruction.

**PROCEDURE**
Cadets will be directed when to bring firearms to class and how much and what type of ammunition is needed. The cost of firearms and ammunition are not included in tuition and are subjected to market prices. However, all ammunition must be factory-loaded.
Cadets will receive firearms training as required by the Texas Commission on Law Enforcement (see TCOLE Rules) and must demonstrate proficiency as described by firing range coaches. The minimum required score at the firing range is 80% with both the handgun and the shotgun; however, the Firearms Instructor or Range Master can require a higher score.

Each cadet will have two opportunities to meet minimum standards of qualification with the handgun and the shotgun on a course that meets the Texas Commission on Law Enforcement annual qualification standards.

Adherence to Range Rules
Cadets must comply with all posted rules for the firing range and/or the facility utilized for the training and all commands from the Range Master and/or Firearms Instructors.

Failure to adhere to range safety rules shall constitute a violation requiring immediate termination from the Basic Peace Officer Course.

Any unsafe act will be grounds for removal from the firing range at the discretion of the Range Master / Firearms Instructor and possible removal from the course.

SEXUAL HARASSMENT

POLICY STATEMENT
It is the policy of the Academy that all cadets and staff are free from any form of harassment which is sexual in nature in order to allow for a fair, pleasant, comfortable work or educational environment.

Definition
Sexual Harassment is defined as a form of harassment which is gender based discrimination prohibited by Title VII of the Civil Rights Act of 1964. It is further defined by the Equal Employment Opportunity Commission as “unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when submission to the conduct interferes with an individual’s work performance or creates an intimidating, hostile, or offensive working environment”.

“Of a Sexual Nature” is anything related to sex including implied sexual acts, described sexual acts, vulgar language, touching in any sexual way, words relating to sex or sexual acts or words or descriptions of anatomical sex organs.

It is strictly forbidden for any member of the staff, any instructor, or cadet of this Academy to violate Title VII of the Civil Rights Act of 1964, including violations which can be described as Sexual Harassment, as defined by the Equal Employment Opportunity Commission. Sexual harassment can be opposite sex and/or same-sex in nature.

No member of the staff, any instructor, or cadet shall touch, speak to, imply, or discriminate against any person in any manner related to sex, for sexual favors, or in any manner that is or might be offensive to another person in the Academy or in any way related to the Academy. There are NO EXCEPTIONS to this rule.

If any member of the staff, any instructor, or any cadet believes that he or she has been or is being harassed or offended by any sexually oriented conduct by a member of the staff, any instructor, or cadet, that person shall submit a memorandum directly to the Academy Director/Coordinator. That person shall directly state the nature of the harassment, the specific words or acts which offended the person and how the person feels he or she is being harassed or discriminated against.

Upon receipt of a complaint alleging sexual harassment, the Academy Director/Coordinator shall cause an investigation to be completed. Upon completion, the Academy Director/Coordinator shall take whatever action is deemed appropriate within the rules of the Lower Rio Grande Valley Development Council and applicable laws.
If, however, the Coordinator/Director is the harassing party, the complainant can file the complaint with the Executive Director of the LRGVDC.

**GRIEVANCES**

**Informal Grievance**
The first step in the grievance procedure is for the cadet to attempt to resolve the grievance by informal conference with his or her supervisor. If this informal conference does not result in a resolution of the problem(s) that is satisfactory to the cadet, he or she may file a formal, written grievance.

**Formal Grievance**
Formal grievances must be in writing, signed by the cadet, and presented to the director/coordinator within ten (10) working days after the alleged incident occurred. A statement of the specific remedial action requested by the cadet may be included in the written grievance and a representative of the complainant's choosing may represent the complainant throughout the grievance process.

After being presented with a written and signed grievance, the Director/Coordinator shall take appropriate measures to resolve the grievance. However, the Coordinator/Director shall respond to the complainant within ten (10) working days of receiving the grievance.

**Grievance Decision Appeal**
If the complainant is dissatisfied with the Coordinator's/Director's decision during the grievance process, he or she must appeal to the Executive Director within ten (10) business days or receiving the Coordinator's/Director's decision. In all cases, the Executive Director's decision is final.

**Attendance**
To be successful in the academy, cadets are expected to be on time and present for each portion of the academy as stipulated. Any cadet missing any practical portion of the academy (i.e. firearms, driving, OC spray, etc.) will be dismissed at the discretion of the Academy Director. However, with the approval of the Academy Director/Coordinator, the cadet can complete the practical portions at an alternate location or time; however, prior approval is mandated.

Any cadet missing more than 10% of the course will be dismissed from the course. The importance of class attendance cannot be expressed in words so all cadets are reminded that they are expected to be in class and on time for each and every scheduled class meeting. Missed hours cannot be made up unless mitigating circumstances exist and are approved by the Academy Director/Coordinator; however, cadets must attend 100% of the practical portions of the academy.

Cadets who are tardy are considered absent for the entire hour once the cadet misses at least fifteen (15) minutes of the hour. For example, if class starts at 8:00 a.m., and the cadet reports at 8:15 a.m., the cadet will be counted absent for the entire hour and time missed for being tardy cannot be made up unless mitigating circumstances exist and are approved by the Academy Director/Coordinator.

**Fundraisers and Donations**
The LRGVDC Regional Police Academy recognizes that cadets may wish to conduct fund raisers and/or receive donations to help with graduation programs and other activities related therewith (reception, awards, etc.).

Cadets are permitted to conduct fundraisers and accept donations in accordance with the following criteria, especially when using the LRGVDC's name, logo or tax identification number:
• A written request must be submitted to the Assistant Director of the Regional Police Academy for any fundraiser. That request must be signed by the class officers and approved by the lead-instructor and must be received and approved by the Director of the Regional Police Academy at least twenty (20) business days prior to the first day of fundraiser.

• The written request (above), once approved by the Assistant Director of the Regional Police Academy must be approved by the Executive Director of the Lower Rio Grande Valley Development Council at least ten (10) business days prior to the first day of the fundraiser.

• Cadet fundraisers and donations must adhere to local ordinances, policies, customs and traditions and such fundraisers and donations must adhere to state and federal law and all policies and procedures of the Lower Rio Grande Valley Development Council.

• Any fundraiser or donation involving alcohol or any other drug is strictly prohibited. This includes tobacco products.

• Fundraising activities and donations cannot involve the adult industry directly or indirectly.

• Fundraising activities and donations may not be used for private gain of individuals or for for-profit businesses. Donating organizations may attach their logos to fundraising activities and/or donations with the approval of the Director of the Regional Police Academy.

• Funds from donations and/or fundraisers must be used for graduation ceremonies and related activities such as awards, meals, etc. Any remaining funds will be donated to a registered non-profit organization of the cadets’ choosing, with the approval of the Director of the Regional Police Academy.

• All donated and raised funds must be deposited with the LRGVDC into a special account set up by the Finance Department of the LRGVDC and access to those funds must adhere to the Procurement and Finance policies of the LRGVDC.
I have read and understand the aforementioned rules and regulations. I further understand that I am subjected to the rules herein stated in addition to all other rules and regulations in place during my participation as a cadet. No promises or threats have been made to me and I sign this document of my own free will.

Cadet’s Full Name (printed)  Signature

Date
F. Training Contract Agreement

Lower Rio Grande Valley Development Council
Regional Police Academy

Training Contract Agreement

This contract for professional services (the “Contract”) is between the Lower Rio Grande Valley Development Council (LRGVDC), through its Regional Police Academy, hereinafter referred to as “LRGVDC Academy” and [SUB-CONTRACTOR’S name], hereinafter referred to as “Sub-contractor.”

- The SUB-CONTRACTOR agrees to provide Police Training Instructor services to the LRGVDC Regional Police Academy as prescribed and approved by the LRGVDC Regional Police Academy and Training Coordinator/Director.

- LRGVDC Academy agrees to compensate the SUB-CONTRACTOR on an hourly basis for contracted Police Training Instructor services.

- Sub-contractor agrees to schedule training consistent with the LRGVDC Academy scheduling policy.

- At the request of the LRGVDC Academy Training Coordinator/Director, the SUB-CONTRACTOR shall prepare lesson plans, test or exam questions or criteria for the assessment of student skills.

- Payment for services shall be at an hourly rate of $25.00 per hour of instruction. Reimbursement Rate for SUB-CONTRACTOR will not exceed $25.00 per hour of instruction. Payment is established by the LRGVDC Academy in accordance with LRGVDC payment policies. The LRGVDC shall not withhold any deductions from Sub-contractor payment since all SUB-CONTRACTOR’s are independent contractors and not employees of the Lower Rio Grande Valley Development Council.

- Payment for services provided will be initiated by the submittal of an invoice from by the SUB-CONTRACTOR, detailing the actual number of hours taught and services provided during each period.

- Payment for services delivered will be processed upon receipt of the invoice, contingent upon availability of funds. If possible, such payment from LRGVDC Academy will be accomplished within thirty (30) days of receipt of the Instructor’s Invoice. All payments for services by the SUB-CONTRACTOR shall be made payable to: [Sub-contractor’s name].

- In the event of a default by the SUB-CONTRACTOR, LRGVDC Academy may cancel or suspend the contract and the SUB-CONTRACTOR shall be compensated for all services provided or materials delivered prior to the cancellation date or shall repay any funds advanced for services not yet rendered.

- All licenses, legal certifications, or inspections required for the services, facilities, equipment, or materials, and all applicable state and federal laws and local ordinances and LRGVDC Academy rules must be complied with by the SUB-CONTRACTOR. Specifically, the SUB-CONTRACTOR agrees to become familiar with and comply with the Rules and Standards of the Lower Rio Grande Valley Development Council Regional Police Academy. Failure to comply with this requirement shall be treated as a default under the contract.
The SUB-CONTRACTOR shall, upon execution of the contract, furnish the LRGVDC Academy completed LRGVDC Academy forms per the requirements of the Texas Commission on Law Enforcement (TCOLE), which includes the Sub-contractor’s résumé or vitae and copies of relevant certificates as requested by the LRGVDC Academy. In addition, the SUB-CONTRACTOR agrees to provide LRGVDC Academy a completed and up-to-date copy of the lesson plan and other documents as required by TCOLE for each course being delivered to the LRGVDC Academy and its customers during the term of this contract. Failure to comply with this requirement shall be treated as a default under the contract.

The Sub-contractor understands that the Sub-contractor is not an employee of the Lower Rio Grande Valley Development Council or of the LRGVDC Regional Police Academy and shall not present her/himself as such, nor is the Sub-contractor entitled to any benefits bestowed to employees of the Lower Rio Grande Valley Development Council.

This Contract commences on the date signed below and terminates on August 31, 2017, unless written notice is given by the Sub-contractor to terminate sooner or the LRGVDC Academy indicating that the Sub-contractor’s services are no longer required by the LRGVDC Academy.

Monitoring Policy

Should SUB-CONTRACTOR instruct more than (5) times annually, LRGVDC Regional Police Academy will conduct an on-site observation. The following criteria will be monitored:

- Instructor Resume (Does it accompany course being monitored?)
- Course Objectives (Have course objectives been identified?)
- Course Lesson Plans (Are lesson plans included in packet and up to date?)
- Power Points/Handouts (Have handouts available and administered to class?)
- Test/Key to be administered (Does test cover all subject matter reviewed?)
- Student Evaluations (to be distributed at end of every course)

LRGVDC Regional Police Academy will periodically review student evaluations of instructor to ensure BPOC objectives are being effectively reviewed and taught.

Assistant Director of Curriculum and Instruction will ensure monitoring of instructors and courses.

- Instructor’s knowledge of the subject was
- Instructor’s preparedness for the class was
- Presentation of clear course objectives
- Presentation of course materials was
- Instructor’s enthusiasm for the subject was
- Encouragement of participation was

Failure to comply with the LRGVDC monitoring policy will result in replacement of instructor and/or Host Site.

All Instructor Contracts and Instructor Course Monitoring Tool Results will be on file with LRGVDC Finance Department and Regional Police Academy.

[printed name of SUB-CONTRACTOR]
Executive Director
LRGVDC Police Academy
[address]
[email address]
G. Instructor Checklist and Report

Instructor Monitoring Checklist and Report

Instructions:
1. Preparation for Visit: Note whether specific documents have been reviewed and pre-visit actions have been taken.
2. Purpose of the Visit: Briefly describe the purpose of the visit (1) Routine monitoring in compliance with Instructor Contract Agreement (2) In response to (stipulate specific issue or problem); or (3) To review and participate in project's training class or other activities.
3. Grant Status: Note the status of important grant activities
4. Performance Information: Note whether required reports and documents were submitted and complete, including appropriate supporting documentation, and whether performance requirements are being met. Explain any "No" and any exemplary or special activities or actions, including Best Practices.

PREPARATION FOR VISIT:

Is course on schedule per set calendar? If no, explain.
Is course packet on file for course being evaluated
   a. Instructor Resume
   b. Course Objectives
   c. Course Lesson Plans
   d. Power Points/Handouts
   e. Test/Key to be administered
   f. Student Evaluations (to be distributed at end of every course)

Is Instructor Contract on file with LRGVDC Finance Department?
Is Instructor W-9 on file with LRGVDC Finance Department?
Is Instructor Invoice completed for set course?

PURPOSE OF THE VISIT (INSTRUCTOR)

Instructions: Please rate (3) Excellent (2) Average (1) Poor (N/A)-0
Instructor's knowledge of the subject was
   Comments:
Instructor's preparedness for the class was
   Comments:
Presentation of clear course objectives
   Comments:
Presentation of course materials was
   Comments:
Instructor's enthusiasm for the subject was
Comments:
Encouragement of participation was

Comments:

GRANT STATUS
Is project being implemented on schedule (per Training Calendar)?
Are all procedures relating to grant management being followed and documented?
   (See policy and procedure manual)
Is the project fully staffed with qualified and trained personnel?

PERFORMANCE INFORMATION
Is documentation satisfactory to justify activities and reimbursement?
Are objectives and performance measures being met?

GENERAL-ADDITIONAL COMMENTS

GOALS AND OBJECTIVES FOR NEXT EVALUATION PERIOD

INSTRUCTOR SIGNATURE/SUPERVISOR SIGNATURE
Instructor Signature  Signature
Name  Name  [Supervisor name]
Date  [End date]  Date  [End date]

For Office Use ONLY:
Date:  GRANT #  BPOC Host Site:  Start Date:– End Date:
H. In-Service Training Protocol

The Regional Police Academy as mandated by T.C.O.L.E. is responsible for conducting training and or continuing education for the law enforcement professionals of this region. The Training Coordinator receives guidance and instruction from The Regional Police Advisory Board as to current trends, updates, and Best Practices in the field of law enforcement training. The In-Service Protocol for proficiency will require that the:

Training Coordinator:
- Submit within 30 days any report of continuing education by law enforcement professionals.
- Will ensure that training calendars or any training schedule is available online for review.
- Will update training calendars or any training schedule during the training cycle.

The Regional Police Academy has a network of certified law enforcement professionals that teach a respective course of instruction to meet the needs of today’s law enforcement community. These needs include Courses for Licensure, Legislative Mandated Courses, Courses for Proficiency Certification, and Certificate Courses etc. In-Service Training has been maintained free of charge unless exigent circumstances exist. An exigent circumstance example would be where a specific certified instructor is needed, or training that would take place in the evening, or during off-peak hours when it is a must.

With this, the Regional Police Academy has implemented a Training Contract Agreement with the compensated certified instructor that specifies:

- Police Training Instructor services must be approved by the Regional Police Academy.
- The Regional Police Academy will compensate the Police Training Instructor accordingly.
- A Police Training Instructor Monitoring Checklist and Report that evaluates training will take place as provided.

Next Page Reserved for Future Inserts and Amendments.
ITEM 11.

VALLEY METRO
11. Report from Valley Metro ................................................................. Tom Logan
   Director
   A. Act Upon Staff Recommendation

   1. Consider Approval RE: Revisions to the Oversight Policy

      The policy revisions are minor in nature and are intended to reflect change in staff contact information, staff titles, dates and other non-critical language such as grammar corrections within the policy.

      Please see attachment A

      Should you have any questions please advise.

ACTION ITEM
11. Report from Valley Metro

A. Act Upon Staff Recommendation

2. Consider Approval RE: Update to the Regional Public Transportation Coordination Plan

The Regional Public Transportation Coordination Plan was last updated on November 2011. Since then, new services have emerged and major changes have taken hold in the region. An update to the plan was critically needed.

The Regional Transportation Advisory Panel began preparations to update the plan in 2014.

Update to the plan was completed on March 2017 by KFH Group, Inc.

Please see attachment B

Should you have any questions please advise.

ACTION ITEM
11. Report from Valley Metro ................................................................. Tom Logan
   Director

A. RGV Driver Transit Academy Pilot Program

   3. NADO 2017 Excellence in Regional Transportation Award

   Valley Metro’s and the Regional Transportation Advisory Panel's (RTAP) work on the RGV Driver Transit Academy Pilot Program has been selected as this year's winner of the National Association of Development Organizations (NADO) 2017 Excellence in Regional Transportation Award.

   The Excellence in Regional Transportation Award, a program of NADO's RPO America and the NADO Research Foundation’s Center for Transportation Advancement and Regional Development, recognizes noteworthy projects and practices in rural and small metropolitan transportation planning.

   The RGV Driver Transit Academy Pilot Program helped build and fortify a lacking workforce in the region by providing training, education, and job placement.

   To date, the pilot program has achieved a 100% success rate in both of its phases. Each phase is inherently different, in that one phase is designed to develop and retain the workforce while the other primarily functions as a continuing education tool for those already employed.

   The first phase of the program concluded with 20 individuals having acquired a CDL and a passenger endorsement and being employed full time with benefits.

   The second phase of the project concluded with a total of 102 drivers from 4 different transit agencies having been retrained in a curriculum tailored specifically for transit. This curriculum included courses that covered topics such as, passenger assistance, customer service, dealing with difficult people, drug and alcohol, safety and security, pre/post trip inspections, and defensive driving.

   This pilot project unearthed an unprecedented (for this region) level of coordination between 9 singular entities for one common goal leading to NADO’s 2017 Excellence in Regional Transportation Award.

   Project Partners:

   Town of South Padre Island – Island Metro
City of Brownsville – Brownsville Metro
Lower Rio Grande Valley Development Council – Valley Metro
City of McAllen – Metro McAllen
Workforce Solutions Hidalgo and Willacy Counties
Workforce Solutions - Cameron County
Texas State Technical College
South Texas College
Texas Department of Transportation

**Project Start/End Date:**

Start – September 2015
End – March 2017

Approximate cost of the pilot program was just over $106,000.

Should you have any questions please advise.
11. Report from Valley Metro................................................................. Tom Logan
   Director
   A. Rural and Urban System

   4. Program Status Reports

      a. Ridership Report

      Both the Rural and Urban Transit Systems are operating and all
      systems are monitored daily. For the month of March 2017 ridership
      for the Urban System, which operates Monday through Saturday in the
      urban areas of Hidalgo and Cameron Counties has been averaging
      7,563 passengers a week. Ridership for the rural System which
      operates in the rural areas of Cameron, Hidalgo, Willacy, Starr and
      Zapata Counties had an average of 1,939 passengers for the month of
      March.

      Please see Attachment C for details.

      b. Regional Transportation Advisory Panel (RTAP) Activity

      The next RTAP Monthly Meeting is scheduled for
      Friday, May 19 2017.

      Location: Weslaco Transit Center
      510 S Pleasantview Dr
      Weslaco, Texas
      10:00 AM
### Hidalgo County by Cities

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### Zapata County

| Total | 361    |

| SYSTEM TOTAL | 343,434 |

### Ridership by County

- **Hidalgo County**: 68%
- **Cameron County**: 28%
- **Willacy County**: 3%
- **Starr County**: 1%
- **Zapata County**: 0%
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**2016 - 2017 Valley Metro Routes UTRGV Student Passenger Count**
## South Texas College - FY 2017

### Valley Metro Routes

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### South Texas College - Mid Valley JagExpress

#### STC Student Passenger Counts Comparison

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<th>FY 2017</th>
<th>Direct Service</th>
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<tr>
<td>Routes</td>
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<td>Route 12 Ecouch/Elsa-Edinburg</td>
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## 2017 TSTC Valley Metro Routes
### Monthly Cumulative Passenger Counts

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<th>Feb</th>
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<th>Jun</th>
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<td>1581</td>
<td>1323</td>
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<td>964</td>
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### Change Over Previous Month

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<th>Month</th>
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<th>Dec</th>
<th>Jan</th>
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<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>Jun</th>
<th>July</th>
<th>Aug</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sept</td>
<td>1663</td>
<td>1581</td>
<td>1323</td>
<td>544</td>
<td>964</td>
<td>1242</td>
<td>947</td>
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</table>

**TSTC Student Ridership**

![Bar chart showing ridership by month](chart.png)
ITEM 12. A.
RESERVOIR LEVELS
Water Levels at Amistad and Falcon Reservoirs
(U.S. Ownership)

4/15/2017, 61.64% of Capacity or 2,090,821 AF
Down from 2,168,649 AF of Normal Conservation 1 year ago

NOTE: Mexico Ownership/Reservoir Capacity for April 15, 2017: 24.09% (609,654) A.F.

Prepared by: LRGVDC
Source: TCEQ Watermaster
<table>
<thead>
<tr>
<th></th>
<th>PRIMARY/SECONDARY</th>
<th>TCM</th>
<th>Acre-Feet</th>
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<tr>
<td><strong>Amistad</strong></td>
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</tr>
<tr>
<td>Normal Conservation Elevation</td>
<td>340.462</td>
<td>Meters</td>
<td>1,117.00 Feet</td>
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<tr>
<td>Water Elevation</td>
<td>332.835</td>
<td>Meters</td>
<td>1,091.98 Feet</td>
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<tr>
<td>Total Normal Conservation Capacity</td>
<td>4,040,325</td>
<td>TCM</td>
<td>3,275,532 Acre-Feet</td>
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<tr>
<td>Total Combined Storage</td>
<td>2,374,000</td>
<td>TCM</td>
<td>1,924,626 Acre-Feet</td>
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<tr>
<td>US Share of Current Storage</td>
<td>1,826,000</td>
<td>TCM</td>
<td>1,480,356 Acre-Feet</td>
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<tr>
<td>Mexico share of Current Storage</td>
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<td>TCM</td>
<td>444,269 Acre-Feet</td>
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<td>US Release AVG</td>
<td>78.70</td>
<td>CMS</td>
<td>2,779 CFS</td>
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<tr>
<td>Mexico Release AVG</td>
<td>147.30</td>
<td>CMS</td>
<td>5,202 CFS</td>
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<tr>
<td>Total INFLOWS AVG</td>
<td>253.00</td>
<td>CMS</td>
<td>8,935 CFS</td>
</tr>
<tr>
<td>US Inflows AVG</td>
<td>123.00</td>
<td>CMS</td>
<td>4,344 CFS</td>
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<tr>
<td>Mexico Inflows AVG</td>
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<tr>
<td>US Share of Current Storage</td>
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<td>610,465 Acre-Feet</td>
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<td>2,779 CFS</td>
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<td>5,202 CFS</td>
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<td>Total INFLOWS AVG</td>
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<td>CMS</td>
<td>8,935 CFS</td>
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<td>Mexico Inflows AVG</td>
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<td><strong>Overall Status</strong></td>
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<td>Normal Conservation Capacity - <strong>Amistad</strong></td>
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<td>Normal Conservation Capacity - <strong>Falcon</strong></td>
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<tr>
<td>Percent of Storage Capacity</td>
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**Rio Grande Watermaster Report**

04/15/17