AGENDA
BOARD OF DIRECTORS
LRGVDC Main Campus
301 W. Railroad Street
Weslaco, TX 78596

Wednesday, December 6, 2017  12:00 pm  Ken Jones Executive Board Room

Presiding:  Mayor Ambrosio “Amos” Hernandez, President

Item #1:  Call to Order

A. Roll Call

B. Invocation

C. Pledge of Allegiance

Item #2:  Consider Approval of Board Meeting Minutes (October 25, 2017)

ACTION ITEM

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

Item #4:  Administration

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

ACTION ITEM

B. Executive Director Report

ACTION MAY BE TAKEN ON ANY OF THE FOLLOWING ITEMS

- 2018 Board Meeting Calendar/Schedule
- Explore RGV Grant
- RGV 2020 (CEDS)
- Road-to-Recycling
Item #5: Department Reports

A. Economic Development

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

- 2018-2020 EDA District Partnership Planning Grant
- Regional Small Cities Coalition Meeting

B. Community & Environmental Services

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

- HUD Disaster Recovery Housing Program

Environmental Resources Status Report

- Solid Waste Management Program Grant Opportunity

- Water Resources
  - Rio Grande Regional Water Planning Group (Region M)
  - Reservoir Levels

C. Health & Human Services

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

1. Consider Approval to Submit a Proposal to the National Council on Aging to Establish a Benefits Enrollment Center

ACTION ITEM

- Medicare Part D Open Enrollment

D. Public Safety

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

- Criminal Justice Division (CJD) Grant Opportunity FY 2018
- Regional Crime Victim Liaison Program
Emergency Communications Status Report .................................................... Manuel Cruz, Director

1. Consider Approval to Purchase and Add 9-1-1 Call Taking Workstations

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

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


   - Homeland Security Program & Funding Opportunity FY 2018
   - Citizen Corps Program (CCP)/Preparedness
   - FY 2015 – 2017 Homeland Security Grant Program

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

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

   - In-Service Training Hours reported
   - Basic Peace Officer Academy
   - December 2017/January 2018 In-Service Schedule
   - Academy Graduation Dates

E. Transportation

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

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

1. Consider Approval of An Indefinite System-wide Fare Free Initiative
2. Consider Approval of Revisions to ADA Policy Procedures

**ACTION ITEM**

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

**Item #6: Executive Session**

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

**Item #7: New or Unfinished Business**

**Item #8: Adjourn**

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*REMINDER*

Next Meeting Date: Wednesday, January 31, 2018

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Agenda items may be considered, deliberated and/or acted upon in a different order than numbered above.

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

**PUBLIC INPUT POLICY:**

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

MINUTES
MINUTES

MEETING OF THE
LOWER RIO GRANDE VALLEY DEVELOPMENT COUNCIL
BOARD OF DIRECTORS

WEDNESDAY, OCTOBER 25, 2017 - 12:00 P.M.
LRGVDC MAIN CAMPUS - 301 W. RAILROAD ST., WESLACO, TEXAS
BUILDING B, KEN JONES EXECUTIVE BOARD ROOM

PRESIDING: HON. NORMA G. GARCIA, 1ST VICE PRESIDENT

- DRAFT -

1st Vice President Norma G. Garcia called the meeting to order at 12:07 p.m. in lieu of President Ambrosio Hernandez who was unable to attend. Roll call was taken and a quorum declared. She then moved to item 2. - Consider Approval of September 27, 2017 Board Meeting Minutes. Commissioner David Fuentes made a motion to approve the September 27, 2017 Board Meeting Minutes as presented. Mayor Jim Darling seconded the motion, and upon a vote the motion carried unanimously.

Vice President Garcia then moved to item 3.A. - Report from Legislative Delegation; however no reports were available at this time. She then moved to item 3.B. - Public Comment, and recognized the following individuals:

- Ms. Ann Cass, Equal Voice Network spoke on the 2020 Census. She urged the Board to join the Hidalgo County 2020 Census Coalition to generate awareness, increase participation, and propose solutions to challenges that have led to this region being undercounted in past censuses. She expressed concern because the 2020 Census is on track to go digital; and cited the issue of the “digital divide” that affects the elderly and those who do not have easy access to an internet connection.

- Mr. Sergio Contreras, President & CEO of the RGV Partnership, invited those present to attend the 1st Annual State of Regional Mobility and Infrastructure Luncheon – RGV scheduled for Tuesday, October 31 at 11:30 a.m. in Edinburg.

Vice President Garcia then moved to item 3.C. – Consider Appointment of Board Designees and Alternates to Texas Association of Regional Councils (TARC) and Corporation for Texas Regionalism (CTR). Mayor Tony Martinez made a motion to reappoint Mr. Javier De Leon as the designee to TARC and alternate to CTR, and to reappoint Mayor Jim Darling as the designee for CTR and alternate for TARC. Mr. Troy Allen seconded the motion, and upon a vote the motion carried unanimously.

The Vice President moved to item 3.D. – Consider Annual Adoption of Investment Policy. Mayor Pro-tem Norie Gonzalez Garza made a motion to adopt the Investment Policy as presented. Mr. Ron Mills seconded the motion, and upon a vote the motion carried unanimously.

Upon conclusion of action Vice President Garcia moved to item 3.E. – Presentation of Quarterly Investment Report. Mayor Jim Darling made a motion to accept the Quarterly Investment Report as
presented. Commissioner David Fuentes seconded the motion, and upon a vote the motion carried unanimously.

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

1. “Explore RGV” Grant Award
Mr. Garza announced that the LRGVDC has been awarded a $350,000 grant to develop “Explore RGV” which will serve as a marketing platform for the Rio Grande Valley. It will be a website and mobile app that will give visitors and residents alike a regional view of all the destinations available in the RGV.

As per unanimous action taken at the last Board Meeting, Mr. Garza has been receiving nominations and confirmations for the CEDS Executive Steering Committee, and will be conducting the first meeting in November.

3. “Road to Recycling” Regional Tire Project Update
Mr. Garza was delighted to announce that after three (3) rounds of collecting tires, over 41,000 tires have been removed from the RGV landscape. This number surpasses the goal set for this project. The objective of the Road to Recycling was not only to collect tires, but to raise awareness of this major problem in the Rio Grande Valley.

4. Department Realignment & LRGVDC Committee Bylaws Standardization
Mr. Garza announced that he has realigned the programmatic departments of the LRGVDC to be consistent with the domains in the Regional Strategic Plan as follows:

- Economic Development
- Community & Environmental Services
  - Community Development
  - Environmental Services
- Health & Human Services
  - Area Agency on Aging
- Public Safety
  - Criminal Justice
  - Emergency Communications
  - Homeland Security
  - Regional Police Academy
- Transportation
  - Hidalgo County MPO (LRGVDC serves as fiscal and administrative agent)
  - Valley Metro

After reviewing the bylaws of the various LRGVDC advisory committees, Mr. Garza noticed that there was no consistency in the guidelines from committee to committee; he will develop a bylaws template and present it to each committee, the bylaws will be brought back to the Board
Upon conclusion of Administration items, Vice President Garcia noted that there were no action items to consider under items 4 – 9-1-1 Department, 5 – Area Agency on Aging, 6 – Economic Development, and 7 - HCMPO and that the status reports for those departments are available for review in the online meeting packet.

Vice President Garcia next moved to item 8. - Report from Homeland Security and recognized Program Director Manuel Cruz. He noted that the status report for the Homeland Security Program is available in the online meeting packet, and then introduced two new staff members, Ms. Diana Almaguer and Ms. Nancy Gonzalez who will both serve as Regional Crime Victim Liaisons.

Vice President Garcia next moved to item 8.B. – Criminal Justice Advisory Committee (CJAC) Recommendations and addressed the following:

1. Consider Approval of CJAC Policy Manual
2. Consider Approval of CJAC Bylaws
3. Consider Approval of CJAC Biannual Term Appointments

Mr. Cruz stated that the CJAC recommends the reappointed of its current members for another two-year term.

Vice President Garcia noted that items 1, 2, and 3 are routine housekeeping items and called for a motion for all three items. Mayor Chris Boswell made a motion to approve items 8.B.1, 2, and 3 as presented. Mr. Paul Hernandez seconded the motion, and upon a vote the motion carried unanimously.

The Vice President next moved to item 8.B.4. – Consider Approval of Interlocal Cooperation Agreement for In-kind Contributions from LRGVDC to Hidalgo County District Attorney. Mr. Cruz stated that in collaboration with the Hidalgo County District Attorney, this Interlocal Cooperation Agreement will serve as confirmation on the required In-kind contributions, subject to space availability, that is being made available by the LRGVDC for the Hidalgo County District Attorney VOCA grant application number 2924302 that was awarded in October. Ms. Veronica Gonzales made a motion to approve the Interlocal Cooperation Agreement for In-kind Contributions from LRGVDC to the Hidalgo County District Attorney as presented. Mayor Chris Boswell seconded the motion, and upon a vote the motion carried unanimously. Upon conclusion of action Mr. Cruz noted that the CJD Planning status report was available for review in that online meeting packet.

The Vice President next moved to item 9. - Regional Planning & Services and recognized Program Director Marcie Oviedo. Ms. Oviedo noted that the regular program status report for Water Resources was available in the online meeting packet for review. She addressed item A.2. – Solid Waste Management, a. – Consider Approval of Solid Waste Advisory Committee Recommendation RE: Resolution for FY 2018/2019 LRGVDC Regional Solid Waste Funding Plan and Grant Application. Ms. Oviedo informed the Board that this resolution will be attached to the Regional Solid Waste Funding grant application that will be submitted to the Texas Commission on Environmental Quality for consideration. The FY 2018/2019 LRGVDC Regional Funding Plan was developed in conjunction with and approved by the Solid Waste Advisory Committee on September 15. A public meeting was held on October 10 and no comments were received. Commissioner David Fuentes made a motion to approve the Resolution for FY 2018-2019 LRGVDC Regional Solid Waste Funding Plan and Grant Application as presented. Mr. Paul Hernandez seconded the motion, and upon a vote the motion carried unanimously. Upon conclusion of action Ms. Oviedo noted that the program status reports for
the Solid Waste Program and the HUD Disaster Recovery program were available in the online meeting packet for review.

Vice President Garcia next moved to item 10. - Report from Regional Police Academy and recognized Assistant Program Director Randall Snyder who informed the Board that the regular status reports were available in the online meeting packet for review. Mr. Snyder announced that there are two civilian vacancies on the Police Academy Advisory Board and that to have regional diversity; nominations of educators from Willacy County and Cameron County are encouraged.

The Vice President next moved to item 11. - Report from Valley Metro and recognized Assistant Director Maribel Contreras to address item A.1. – Consider Approval of Revisions to the Drug & Alcohol Policy. He stated that the policy revisions are minor in nature and are intended to reflect changes in staff contact information, staff titles, dates, and other non-critical language such as grammar corrections within the policy. Mayor David Suarez made a motion to approve the revisions to the Drug & Alcohol Policy as presented. Mr. Ron Mills seconded the motion, and upon a vote the motion carried unanimously.

Vice President Garcia next move to item 12. – Executive Session; item A. – Attorney consultation pursuant to Section 551.071(2), Texas Gov’t Code to provide legal advice and counsel to the LRGVDC Board of Directors and executive management staff regarding legal action taken against LRGVDC Police Academy. At 12:45 pm Mayor Rick Cavazos made a motion to go into Executive Session; Mayor Pro-tem Norie Gonzalez Garza seconded the motion, and upon a vote the motion carried unanimously. At 1:01 pm Mayor Rick Cavazos made a motion to return to regular session; Mr. Ron Mills seconded the motion and upon a vote the motion carried unanimously. No action is required from discussion during Executive Session.

Vice President Garcia next moved to item 13. - Old or New Business; there being none, Mayor Pro-tem Norie Gonzalez Garza made a motion to adjourn. Mayor Rick Cavazos seconded the motion and the meeting was adjourned at 1:02 pm.

ATTEST:

Hon. Norma G. Garcia, 1st Vice President

Deborah Morales, Recording Secretary
ITEM #4.

ADMINISTRATION

C. EXECUTIVE DIRECTOR REPORT
Item #4: Administration

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

The Annual Work Program is our service program that outlines our goals, objectives and performance measures. Last year staff successfully incorporated the Annual Budget into the Annual Work Program to create a streamlined, all-inclusive look at the year in one document.

At the December 7, 2016 meeting the Board unanimously voted to include all members of the LRGVDC Board of Directors on the AWP & Budget Committee. There is no quorum requirement to conduct business as this committee meeting.

This document will be placed on the January 31, 2018 Board & Membership Meeting agenda, therefore in order to make a recommendation, the committee must meet prior to that date.

ACTION ITEM
Item #4: Administration

B. Executive Director Report

- 2018 Board Meeting Calendar/Schedule

<table>
<thead>
<tr>
<th>PROPOSED 2018 LRGVDC BOARD OF DIRECTORS MEETING SCHEDULE</th>
</tr>
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<tbody>
<tr>
<td>* All meetings scheduled on Wednesdays at 12:00 noon</td>
</tr>
<tr>
<td>January 31, 2018</td>
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<tr>
<td>February 28, 2018</td>
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<tr>
<td>March 28, 2018</td>
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<tr>
<td>April 25, 2018</td>
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<td>May 30, 2018</td>
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<td>June 27, 2018</td>
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<tr>
<td>July</td>
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<tr>
<td>August 29, 2018</td>
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<tr>
<td>September 26, 2018</td>
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<tr>
<td>October 31, 2018</td>
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<tr>
<td>November</td>
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<tr>
<td>December 5, 2018</td>
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ACTION ITEM
Item #4: Administration

B. Executive Director Report

- Explore RGV Grant

The grant project process has officially begun. LRGVDC has hired Ms. Blanca Davila for the position of Economic Development Specialist and she will serve as project manager.

The official name of the project will be “Explore RGV” and several social media accounts and website domain have been secured as follows:

Official Webpage:  www.goexplorergv.com

Facebook Site:  https://www.facebook.com/GoExploreRGV/

Twitter Handle:  @ExploreRGV

Additionally, initial agreement has been made with RGV Partnership regarding project publication. Traditionally, RGV Partnership produces a publication titled, “Official Guide to the RGV”. To expand and align resources, RGV Partnership has agreed to reformate this publication and produces the “hard-copy” version of Explore RGV.

This agreement will not only provide digital media produced by LRGVDC, but also a printed publication as a resource for the region.
Item #4: Administration

B. Executive Director Report


The initial meeting was held on November 20, 2017 with the “RGV2020” Executive Steering Committee to discuss project scope, process and overall strategy. The committee made the determination that the next steps would include a series of SWOT (Strength, Weakness, Opportunity & Threat) Forums modified to encompass current goal topics such as workforce development, international competitiveness, marketing regional assets and quality of life. SWOT Forums will be hosted across the RGV in January 2018.

**Executive Steering Committee**

<table>
<thead>
<tr>
<th>Category</th>
<th>Committee Member</th>
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<tbody>
<tr>
<td>LRGVDC</td>
<td>Ron Garza, Executive Director</td>
</tr>
<tr>
<td>Lower Rio Grande Valley Development Council</td>
<td></td>
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<tr>
<td>RSTEC</td>
<td>Matt Ruszczak, Executive Director</td>
</tr>
<tr>
<td>Rio South Texas Economic Council</td>
<td>(representing economic corporations and regional assets)</td>
</tr>
<tr>
<td>RGV Partnership</td>
<td>Sergio Contreras, President &amp; CEO</td>
</tr>
<tr>
<td>(representing private sector and legislative affairs)</td>
<td></td>
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<tr>
<td>Port Representative</td>
<td>Eduardo Campirano, Port Director &amp; CEO</td>
</tr>
<tr>
<td>Higher Education Appointee</td>
<td>Veronica Gonzalez, Vice President for Governmental &amp; Community Relations UTRGV</td>
</tr>
<tr>
<td>Workforce Solutions</td>
<td>Frank Almaraz, Chief Executive Officer</td>
</tr>
<tr>
<td>Workforce Solutions (Cameron)</td>
<td>Pat Hobbs, Executive Director</td>
</tr>
</tbody>
</table>

**LRGVDC Executive Committee Appointees**

| Mayor Ambrosio Hernandez-Pharr  | Juan Guerra, City Manager |
| LRGVDC, President              | City of Pharr             |
| Hon. Norma Garcia              | Alex Meade, Chief Executive Officer |
| LRGVDC, 1st Vice-President     | Mission EDC               |
| Mayor David Suarez-Weslaco     | Mike R. Perez, City Manager |
| LRGVDC, 2nd Vice-President     | City of Weslaco           |
| Mayor Jim Darling-McAllen      | Keith Patridge, President & CEO |
| LRGVDC, Secretary              | McAllen EDC               |
| Judge Aurelio Guerra-Willacy County | Judge Aurelio Guerra  |
| LRGVDC, Treasurer              | Willacy County            |
| Mayor Tony Martinez-Brownsville| Gilberto Salinas, Interim Executive Director         |
| LRGVDC, Immediate Past President| Greater Brownsville Incentives Corporation (GBIC)    |
Item #4: Administration

B. Executive Director Report

- Road to Recycling Update

As a means to express our gratitude to the three (3) counties that contributed funds to the 2017 Road-to-Recycling, the LRGVDC has been placed on corresponding Commissioner’s Court Agendas to present current outcomes and a token of our appreciation.

- Cameron County Commissioner’s Court December 12, 2017 @ 9am
- Willacy County Commissioner’s Court December 14, 2017 @ 10am
- Hidalgo County Commissioner’s Court December 19, 2017 @ 9:30am

Additionally, a visit to the South East Arkansas Planning & Development District has been scheduled for January 2018. They have been identified to be a national leader in Government-support Tire recycling and reclamation efforts. As we move towards long-term solutions, observing and benchmarking successful programs will provide best-practices as we develop our regional solution strategies.
ITEM #5. A.

ECONOMIC DEVELOPMENT
Lower Rio Grande Valley Development Council  
Board of Directors Meeting  
Wednesday, December 6, 2017

Item #5: Department Reports

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

- 2018-2020 EDA District Partnership Planning Grant

On November 13, 2017 staff submitted an EDA District Partnership Planning Grant to the EDA. This grant is the primary source of funds to administer the LRGVDC Economic Development Department. However, additional funding comes from other sources such as the Explore RGV Project, Kari’s Law, and providing grant administration to local government entities. Staff will continue to apply for other funding resources as well.

The EDA District Partnership Planning Grant will provide $210,000 in federal funds which will be matched with a $52,500 cash match from the LRGVDC. The total project costs are $262,500 for a three-year period beginning January 2018 and ending December 2020. A copy of the application’s SF-424 is attached, and if further information is required please contact the Executive Director and/or staff.

- Regional Small Cities Coalition Meeting

Staff conducted the November meeting in the bay city of Laguna Vista, thanks to our host, RSCC Chairman Rolando Vela. This month’s meeting had a very special guest, Ms. Ana Garcia from State Senator John Cornyn’s Office. She provided a brief overview of ongoing activities and legislative bills and asked staff to provide her with email addresses of the RSCC members so she could send updated reports on a regular basis. The Coalition thanked her for her dedication and years of service to the Rio Grande Valley.

Thanks to Mr. Manuel Cruz, LRGVDC Director of Public Safety, the second presentation was conducted by his staff members, Ms. Nancy Gonzalez and Ms. Diana Almaguer, Crime Victim Advocates. They provided a detailed description of this new program and the services provided. The members had several questions and thanked them for providing this greatly needed service.

The next meeting will be hosted by the City of Alamo.
Application for Federal Assistance SF-424

* 1. Type of Submission: 
   - [ ] Preapplication 
   - [X] Application 
   - [ ] Changed/Corrected Application

* 2. Type of Application: 
   - [ ] New 
   - [X] Continuation 
   - [ ] Revision 
   * If Revision, select appropriate letter(s):

* 3. Date Received: 
Completed by Grants.gov upon submission.

4. Applicant Identifier: 

5a. Federal Entity Identifier: 

5b. Federal Award Identifier: 08-83-05028

State Use Only:

6. Date Received by State: 
7. State Application Identifier: 

8. APPLICANT INFORMATION:

* a. Legal Name: Lower Rio Grande Valley Development Council

* b. Employer/Taxpayer Identification Number (EIN/TIN): T4-1506916

* c. Organizational DUNS: 0105375200000

d. Address:

- Street1: 301 W. Railroad Street
- City: Weslaco
- County/Parish: Hidalgo
- State: TX: Texas
- Province: 
- Country: USA: UNITED STATES
- Zip / Postal Code: 78596-5104

e. Organizational Unit:

Department Name: Economic Development
Division Name: 

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: 
* First Name: Terrie G.
Middle Name: 
* Last Name: Salinas
Suffix: 

Title: Director of Economic Development
Organizational Affiliation: Economic Development District

* Telephone Number: 956-682-3481 
Fax Number: 956-631-4670

* Email: tsalinas@lrgvdc.org
**Application for Federal Assistance SF-424**

**9. Type of Applicant 1: Select Applicant Type:**
- Regional Organization

**Type of Applicant 2: Select Applicant Type:**

**Type of Applicant 3: Select Applicant Type:**

**Other (specify):**

**10. Name of Federal Agency:**
- Department of Commerce

**11. Catalog of Federal Domestic Assistance Number:**
- [11.302]

**GFDA Title:**
- Economic Development Support for Planning Organizations

**12. Funding Opportunity Number:**
- EDA-AUS-PL-AURO-2018-2005400

**Title:**
- Austin Partnership Planning Program FY 2018

**13. Competition Identification Number:**

**Title:**

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

**15. Descriptive Title of Applicant's Project:**
- EDA District Partnership Planning Grant Application for the Lower Rio Grande Valley.

Attach supporting documents as specified in agency instructions.

[Add Attachments] [Delete Attachments] [View Attachments]
Application for Federal Assistance SF-424

16. Congressional Districts Of:
   * a. Applicant 15
   * b. Program/Project 15, 28

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:
   * a. Start Date: 01/01/2018
   * b. End Date: 12/31/2020

18. Estimated Funding ($):
   * a. Federal 210,000.00
   * b. Applicant 52,500.00
   * c. State 0.00
   * d. Local 0.00
   * e. Other 0.00
   * f. Program Income 0.00
   * g. TOTAL 262,500.00

19. Is Application Subject to Review By State Under Executive Order 12372 Process?
   □ a. This application was made available to the State under the Executive Order 12372 Process for review on
   □ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
   ☒ c. Program is not covered by E.O. 12372.

20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)
   Yes □ No ☒

   If "Yes", provide explanation and attach

21. "By signing this application, I certify (1) to the statements contained in the list of certifications* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1991)

   ☒ ** I AGREE

   The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: Mr. * First Name: Ron
Middle Name:
* Last Name: Garza
Suffix:

* Title: Executive Director

* Telephone Number: 956-682-3481 Fax Number: 956-631-4670

* Email: rongarza@lvgvdc.org

* Signature of Authorized Representative: Completed by Grants.gov upon submission. * Date Signed: Completed by Grants.gov upon submission.
ITEM #5. B.

COMMUNITY
&
ENVIRONMENTAL SERVICES
Lower Rio Grande Valley Development Council  
Board of Directors Meeting  
Wednesday, December 6, 2017  

Item #5: Department Reports

B. Community & Environmental Services  

Community Development Status Report

- HUD Disaster Recovery Housing Program
  
The LRGVDC executed a contract with Texas General Land Office (GLO) for Hurricane Dolly Disaster Recovery Affordable Rental Program (DRARP) on October 12, 2012. The LRGVDC awarded five multi-family rental projects which resulted in a total of 223 units. Three of the multi-family projects were new construction and two were rehabs. Three new construction single family rental projects were awarded, which resulted in a total of 12 units. Additional funds have been awarded to two Multi-Family Rental Projects: Willacy White House Project and South Texas Economic Development Corporation – Donna Project. The Willacy White House Project has commenced construction with 11 additional units and has completed the 50% inspection. The Willacy project should have all work completed by December 31, 2017. The Donna Project (STEDC) will have the environmental review completed by December 29, 2017 and will begin construction shortly after with projected completion of all 11 units by March 2018.

Environmental Resources Status Report

- Solid Waste Management Program Grant Opportunity
  
On November 14, 2017 the LRGVDC Solid Waste Program provided a Grant Application Workshop and had a great response. The Request for Applications has begun and application packets are available at www.lrgvdc.org and the LRGVDC office. The deadline to submit applications is Friday, January 12, 2018 at 12:00 noon (NO EXCEPTIONS).

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

- Water Resources
  
  - The next Rio Grande Regional Water Planning Group (Region M) is scheduled for Wednesday, January 17, 2018.
Please visit the Region M Website at www.riograndewaterplan.org for updates on the 2021 Regional Water Plan and other Rio Grande Regional Water Planning Group activities.

- Reservoir Levels

On November 25, 2017, the U.S. combined ownership at Amistad/Falcon stood at 64.68% of normal conservation capacity, impounding 2,193,781 acre-feet, up from 61.95% (2,101,360 AF) of normal conservation a year ago at this time. Overall the system is holding 56.92% of normal conservation capacity, impounding 3,370,932 acre-feet with Amistad at 59.85% of conservation capacity, impounding 1,960,297 acre-feet and Falcon at 53.30% of conservation capacity, impounding 1,410,635 acre-feet. Mexico has 46.52% of normal conservation capacity, impounding 1,177,151 acre-feet at Amistad/Falcon.
11/25/2017, 64.68% of Capacity or 2,193,781 AF
up from 2,101,360 AF of Normal Conservation 1 year ago

NOTE: Mexico Ownership/Reservoir Capacity for November 25, 2017: 46.52% (1,177,151) A.F.
# Rio Grande Watermaster Report

**11/25/17**

## Amistad

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<thead>
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<th>Category</th>
<th>Value</th>
<th>Unit</th>
<th>Description</th>
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<tbody>
<tr>
<td>Normal Conservation Elevation</td>
<td>340.462</td>
<td>Meters</td>
<td>1,117.00 Feet</td>
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<td>Water Elevation</td>
<td>333.080</td>
<td>Meters</td>
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## Falcon

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<td>Mexico share of Current Storage</td>
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## Overall Status

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<td>TCM</td>
<td>3,275,532 Acre-Feet</td>
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<td>Current US share of Normal Conservation</td>
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<td>1,382,261 Acre-Feet</td>
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<table>
<thead>
<tr>
<th>Category</th>
<th>Value</th>
<th>Unit</th>
<th>Description</th>
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<tbody>
<tr>
<td>Normal Conservation Capacity - <strong>Falcon</strong></td>
<td>3,264,813</td>
<td>TCM</td>
<td>2,646,817 Acre-Feet</td>
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<td>Current US share of Normal Conservation</td>
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<td>811,521 Acre-Feet</td>
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## Normal Capacity - Amistad/Falcon System

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<th>Category</th>
<th>Value</th>
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<tr>
<td>Normal Capacity - Amistad/Falcon System</td>
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## Normal Conservation Capacity - **Amistad**

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<th>Category</th>
<th>Value</th>
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## Current Storage

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<tr>
<td>Current Storage US</td>
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<td>TCM</td>
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<td>Current Storage Mexico</td>
<td>1,452,000</td>
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<td>1,177,151 Acre-Feet</td>
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## Current Storage - Amistad - Falcon System

<table>
<thead>
<tr>
<th>Category</th>
<th>Value</th>
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<tbody>
<tr>
<td>Current Storage - Amistad - Falcon System</td>
<td>4,158,000</td>
<td>TCM</td>
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## Percent of Storage Capacity

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<th>Category</th>
<th>Value</th>
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<tbody>
<tr>
<td>Percent of Storage Capacity</td>
<td>56.92%</td>
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ITEM #5. C.

HEALTH &
HUMAN SERVICES
Item #5: Department Reports

C. Health & Human Services

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

1. Consider Approval to Submit a Proposal to the National Council on Aging to Establish a Benefits Enrollment Center

The National Council on Aging has issued a request for proposals to establish Benefits Enrollment Centers. The purpose of these centers is to provide assistance to Medicare beneficiaries to access Medicare cost savings programs and other services such as SNAP (food stamp).

The Area Agency has determined that this is the type of service that can be coordinated with all the small communities to target residents that may qualify for this assistance. This is the purpose for which the Area Agency is requesting authorization to respond to this request for proposal.

ACTION ITEM
Item #5: Department Reports

C. Health & Human Services

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

- Medicare Part D Open Enrollment

Medicare Part D Open Enrollment will end on December 7, 2017. There is still time for Medicare Beneficiaries to select plans that best suit their needs regarding appropriate prescription plans. If you or someone you know needs assistance, please contact our office.
ITEM #5. D.

PUBLIC SAFETY

CRIMINAL JUSTICE
Item #5: Department Reports

D. Public Safety

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

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

The Office of the Governor – Criminal Justice Division continues the notification of awards for the FY2017/2018 funding cycle. Recipients will have up to 45 days to accept their grant award on eGrants and begin requesting reimbursements.

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

Who should attend the workshops?

Anyone who has an interest in making our community safer:

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

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

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

- Regional Crime Victim Liaison Program

On October 23, 2017 two (2) Regional Crime Victims Liaisons were brought on board as part of the Regional Crime Victim Liaison Project. Diana Almaguer and Nancy Gonzalez will cover Cameron, Hidalgo, and Willacy Counties.

The project includes collaboration with the following current jurisdictions: Hidalgo County District Attorney, law enforcement agencies from the Cities of Edinburg, Hidalgo, San Juan, Law Enforcement Emergency Regional Response Team (LEERRT), the cities of Weslaco, Mercedes, Mission, San Benito Raymondville, and Port Mansfield. Mrs. Almaguer and Mrs. Gonzalez have made contact with not only the current agencies on the grant, but they have expanded their outreach to law enforcement agencies not listed on the grant.

Cameron County Crime Victims Coordinator, Lilian Mendez, has offered to provide office space for staff and training on protective orders; in addition she has extended an invitation to an annual event held in Cameron County. The San Benito PD has also offered office space and assistance. The South Padre Island PD welcomed our assistance and will include Ms. Almaguer and Ms. Gonzalez at a meeting scheduled for February to start planning for the upcoming Spring Break season; they have also provided office space and support to our liaisons.

On November 9, 2017 Mrs. Almaguer and Mrs. Gonzalez gave a presentation to the Regional Small Cities Coalition held in Laguna Vista. The Laguna Vista PD welcomed their assistance and also offered office space. Ms. Cyndie Rathburn, Mayor of Rancho Viejo has requested that our liaisons give a presentation at their upcoming Board of Aldermen meeting, and Mayor Rick Cavazos, City of Los Indios, has also requested assistance from our liaisons.

Hidalgo County Victims Unit Director, Rosie Martinez, has provided assistance and resources currently being utilized in the county in the form of contact information for Hidalgo County Law Enforcement Agencies. Ms. Almaguer and Mrs. Gonzalez have made contact with the Alamo PD and Sergeant Lupita Valdez has offered office space and asked to provide her with the liaison’s contact information so police officers can distribute it to victims. Sergeant Valdez provided our liaisons with samples of information his officers currently hand out. Chief Juan Gonzalez with San Juan PD has
offered training, office space, and assistance. Crime Victims’ Liaison, Guadalupe Salinas, provided training for staff along with material that can be duplicated for distribution.

Chief Olga H. Maldonado, Mercedes PD, has asked to be contacted as soon as staff has material ready to distribute; she has also offered office space and support to the liaisons.

Progreso PD Investigator, Felix Ramos, has asked that staff provide him with information for victims, and has also offered office space and assistance. Donna ISD PD has offered office space for the liaisons to use when speaking to victims.

Ms. Almaguer and Ms. Gonzalez have made contact with other agencies including those that already have a Crime Victims’ Liaisons, those entities are: Brownsville PD, Port Isabel PD, Palm View PD, Palmhurst PD, UTRGV PD, Donna PD, Hidalgo County Sheriff’s Department, and Mission PD.

Mrs. Almaguer and Mrs. Gonzalez have created a pamphlet to distribute at community events and to local law enforcement officers for victims. They also plan to meet with UTRGV Department of Social Work for interns and will work to establish a relationship with the university.

The new liaisons have received positive feedback from law enforcement agencies and new collaborative partners are being established to ensure this grant can be extended for two more years.

Should you have any questions, please advise.
ITEM #5. D.

PUBLIC SAFETY

EMERGENCY COMMUNICATIONS
Item #5: Department Reports

D. Public Safety

Emergency Communications Status Report

1. Consider Approval to Purchase and Add 9-1-1 Call Taking Workstations

Due to the increase in call volume throughout the years, we are requesting one (1) additional call taking workstation position at several of the Public Safety Answering Points (PSAPs) listed below, and three (3) additional call taking workstation positions at the Hidalgo County Sheriff’s Office. A request was submitted and approved at the Commission on State Emergency Communications (CSEC) Board meeting in September. In accordance with CSEC Program Policy Statement (PPS) 026 – Adding a PSAP or 9-1-1 Call Taking Workstation Position, these PSAPs meet and/or exceed the ten (10) 9-1-1 calls per day, per 9-1-1 call taking workstation position minimum requirements as outlined in PPS 026. With the exception of Hidalgo County, each site will receive equipment totaling $27K and the total cost of this entire project will be $299,521.97.

At this time staff request Board approval to begin the procurement process to purchase the additional PSAP workstations for the following sites:

Alamo Police Department
Donna Police Department
Edinburg Police Department
Hidalgo County Sheriff’s Office
McAllen Police Department
Mercedes Police Department
Mission Police Department
Pharr Police Department
San Juan Police Department

ACTION ITEM
Lower Rio Grande Valley Development Council  
Board of Directors Meeting  
Wednesday, December 6, 2017  

Item #5: Department Reports  

D. Public Safety  

Emergency Communications Status Report  

- **Location Validation Program**  
  Staff constantly generates address tickets from customer requests and addresses new subdivision plats as they are developed within rural areas of Hidalgo and Willacy Counties. A one-day event was held in the Hargill community where address plates and address verification letters were issued to those in need of a 9-1-1 physical address.  

- **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 October and November, 222 Telephone Numbers (TN) were corrected and 168 streets in the Master Street Address Guide (MSAG) were updated. Also, over 340 address request calls were received which resulted in 324 address tickets for 9-1-1 physical addresses.  

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

- **System and Public Safety Answering Point (PSAP) Operations**  
  Systems staff continues monitoring sites and performance audits took place at nine (9) PSAPs according to the new State Performance Measures which include Text to 9-1-1 and if PSAPs have transitioned to NG9-1-1 (Next Generation). Our back-up network has been completely deployed with AT&T fiber, adding redundancy to our 9-1-1 networks which will significantly decrease down time.  

- **Public Education /Training Program**  
  Public Education is an ongoing priority for Emergency Communications Program and staff continues to reach out to communities and educate
residents. In October and November staff distributed promotion items throughout Hidalgo and Willacy Counties at various events. Efforts continue to focus on educating the Lower Rio Grande Valley on Kari’s Law along with Text to 9-1-1 and Know Your Location.
ITEM #5. D.

PUBLIC SAFETY

HOMELAND SECURITY
Item #5: Department Reports

D. Public Safety

Homeland Security Program Status Report


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

The attached policies and procedures were developed by staff and will govern the LRGVDC’s Homeland Security Advisory Committee’s (HSAC) application review and prioritization process for designated funding sources. In addition, these policies and procedures will govern the operation of LRGVDC’s Homeland Security planning as outlined in the Intercooperation Agreement between the OOG-HSGD and the LRGVDC. These policies will be reviewed annually to align with regional and state guidelines and priorities.

Please refer to the attachment. Should there be any questions, please advise.

ACTION ITEM
Homeland Security Advisory Committee
Policy Manual for Grants
FY 2018-19
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<td>Final Review by OOG’s Homeland Security Grants Division</td>
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THE OFFICE OF THE GOVERNOR’S HOMELAND SECURITY GRANTS DIVISION AND THE LOWER RIO GRANDE VALLEY DEVELOPMENT COUNCIL (COG-21)

The Office of the Governor’s (OOG) Homeland Security Grants Division (HSGD) is the entity responsible for administering and awarding a number of grant programs across the State of Texas. The grant funding assists Texas jurisdictions in building, sustaining, and delivering core capabilities to further the National Preparedness Goal which is, “A secure and resilient Nation with capabilities required across the whole community to prevent, protect against, mitigate, respond to, and recover from the threats and hazards that pose the greatest risk. The OOG has the final decision on any project, including those administered by the Lower Rio Grande Valley Development Council (LRGVDC). The LRGVDC (COG-21) is 1 of 24 Councils of Government in the State of Texas and is the liaison between the OOG and local jurisdictions in its 3 county region (Cameron, Hidalgo, and Willacy).

POLICIES AUTHORITY

The following policies and procedures will govern the LRGVDC’s Homeland Security Advisory Committee’s (HSAC) application review and prioritization process for designated funding sources. In addition, these policies and procedures will govern the operation of LRGVDC’s Homeland Security planning as outlined in the Interlocal Cooperation Agreement between the OOG’s Homeland Security Grants Division and the LRGVDC. These policies will be reviewed annually to align with regional and state guidelines.

HOMELAND SECURITY ADVISORY COMMITTEE (HSAC)

The Homeland Security Advisory Committee (HSAC) was created as a voluntary unincorporated association of the LRGVDC in November 2004. The HSAC is composed of 14 member jurisdictions. The primary responsibility of the HSAC is to assist the LRGVDC in the development, implementation, review, and update of a comprehensive plan to serve the needs of the region in the event of terrorist activities, natural disaster, and man-made disasters and to evaluate and make recommendations on grant applications submitted by jurisdictions.

The 3-county member representation for HSAC is:
Cameron – 5
Hidalgo – 7
Willacy - 2

The following policies and procedures will govern the LRGVDC’s Homeland Security Advisory Committee’s (HSAC) application review and prioritization process for designated funding sources. In addition, these policies and procedures will govern the operation of LRGVDC’s Homeland Security planning as outlined in the Interlocal Cooperation Agreement between the OOG’s Homeland Security Grants Division and the LRGVDC. These policies will be reviewed annually to align with regional and state guidelines.

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The 3-county member representation for HSAC is:
Cameron – 5
Hidalgo – 7
Willacy - 2
FUNDING SOURCES: LETPA & SHSP

The LRGVDC’s HSAC will prioritize the two (2) funding sources listed below:

**LETPA (Law Enforcement Terrorism Prevention Activities)**

- Minimum Funding Level: $2,500
- Required Match: None

*Purpose:* The purpose of this funding is to support state, tribal, and local preparedness activities that continue to build law enforcement capabilities to prevent terrorist attacks and provide law enforcement and public safety communities with funds to support critical prevention and protection activities. Per Congressional mandate (911 Act), twenty-five percent (25%) of the combined Homeland Security Grant Program funding must be spend on Law Enforcement Terrorism Prevention Activities (LETPA).

The SHSP-LETPA is intended to support investments that improve the ability of jurisdictions to:

- **Prevent** a threatened or an actual act of terrorism; and/or
- **Protect** its citizens, residents, visitors, and assets against the greatest threats and hazards.

**SHSP (State Homeland Security Program)**

- Minimum Funding Level: $2,500
- Required Match: None

*Purpose:* The purpose of this funding is to support state, tribal, and local preparedness activities that address high-priority preparedness gaps across all core capabilities where a *nexus to terrorism* exists.

The SHSP is intended to support investment that improve the ability of jurisdictions to:

- Prevent a threatened or an actual act of terrorism;
- Protect its citizen, residents, visitors, and assets against the greatest threats and hazards;
- Mitigate the loss of life and property by lessening the impact of future catastrophic events;
- Respond quickly to save lives, protect property and the environment, and meet basic human needs in the aftermath of a catastrophic incident; and/or
- Recover through a focus on the timely restoration, strengthening, accessibility and revitalization of infrastructure, housing, and a sustainable economy, as well as the health, social, cultural, historic, and environment fabric of communities affected by a catastrophic incident.
GRANT FUNDING NOTIFICATION
Upon notification from the OOG, the LRGVDC’s Homeland Security staff will notify local jurisdictions in the region that the new grant cycle has begun.

GRANT ELIGIBILITY REQUIREMENTS
All applicants regardless of funding status must meet ALL the necessary requirements as set forth by the OOG’s HSGD’s Request for Funding Announcement (RFA), no exceptions.

- NIMS compliance
- Jurisdictions must have a current Emergency Management Plan at Intermediate Level or Above
- 90% Average, Both Adult & Juvenile Criminal History Dispositions
- Current on Uniform Crime Report (UCR)
- Current DUNS Number
- Be registered on System for Award Management (SAM)
- Mandatory workshop attendance

The LRGVDC’s Homeland Security staff and the HSAC shall ensure that the funding recommendations on project applications are based on the following factors: mandatory workshop attendance, project’s regional impact, project deployability, the LRGVDC THIRA (Threats and Hazards Identification and Risk Assessment) & SPR (State Preparedness Report), the LRGVDC’s Implementation Plan, as well as reasonableness, cost effectiveness of the proposed project, and current policies.

ENVIRONMENTAL & HISTORIC PRESERVATION REVIEWS
Some projects may require an EHP review to comply with all applicable environmental and historic preservation laws and regulations. This process ensures that federal grant monies are used in a manner consistent with federal laws pertaining to the environment and historic preservation, as well as consideration of the effects to, and protection and enhancement of, natural and cultural resources.

MANDATORY WORKSHOP ATTENDANCE
The LRGVDC’s Homeland Security staff shall conduct a grant application workshop for applicants applying for the Homeland Security Grants Division funding opportunities. All applicants are required to attend one (1) mandatory grant application workshop conducted by the LRGVDC’s Homeland Security staff. The responsibility of attending a workshop is that of the applying jurisdiction. Representatives can be one of the three grant designated officials (i.e. Authorized Official, Project Director, or Financial Officer), or any other knowledgeable agency/entity designee.
LRGVDC’s Homeland Security staff will electronically submit workshop materials, a list of workshops held (to include the name, organization, address and telephone number of each attendee) to the OOG’s HSGD as required in the Interlocal Cooperation Agreement.

**APPROVED ACTIVITY AREAS FOR GRANT FUNDING**

Grant project applications must address one (1) of HSAC’s approved four (4) activity areas for the LRGVDC COG-21 Region, in no particular order:

<table>
<thead>
<tr>
<th>Interoperable Communications</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Special Response Teams and First Responder Capabilities</strong></td>
</tr>
<tr>
<td>(including Border Security capabilities)</td>
</tr>
<tr>
<td>*For grant-related purposes, a Special Response Team must</td>
</tr>
<tr>
<td>1) be FEMA Typed; and</td>
</tr>
<tr>
<td>2) have an MOU (Memorandum of Understanding) or By Laws in place. A copy of the</td>
</tr>
<tr>
<td>MOU or By Laws must be submitted to the LRGVDC Homeland Security staff.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Operational Coordination</th>
</tr>
</thead>
<tbody>
<tr>
<td>Critical Infrastructure</td>
</tr>
</tbody>
</table>

**REGIONAL IMPACT AND DEPLOYABILITY**

Grant project applications must have a *regional* impact to the LRGVDC (21) COG Region. Any projects/equipment funded by HSGP/LETPA grants must be deployable. Certain exceptions, may apply. For example but not limited to: fixed assets, radio tower, repeaters, etc.

**LRGVDC THIRA AND SPR PROCESS**

All applications for projects must be consistent with the capability targets set during the most current LRGVDC/State THIRA (Threats and Hazards Identification and Risk Assessment) process, as well as gaps identified in the LRGVDC’s and/or State’s SPR (State Preparedness Report).

**LRGVDC IMPLEMENTATION PLAN**

All applications for projects must be consistent with goals and objectives of the current LRGVDC Implementation Plan.

The LRGVDC’s Implementation Plan supports the Texas Homeland Security Strategic Plan 2015-20. It establishes priority actions with specific performance measures to be completed by milestones established in the plan. The plan is a roadmap for homeland security preparedness and identifies the resources required to implement the plan.
These documents can be obtained by submitting a request to the LRGVDC’s Homeland Security staff.

PROCEDURES FOR GRANT APPLICATION SUBMITTAL

All applications shall be submitted directly to the OOG’s online grants management systems. The submission of applications will be done electronically via the OOG’s online grant management system, e-Grants: https://egrants.gov.texas.gov/fundopp.aspx

All submission deadlines are set by the Office of the Governor’s Homeland Security Grants Division. To obtain the OOG deadline schedule, please check their website, e-Grants: https://egrants.gov.texas.gov/fundopp.aspx

INELEGIBLE GRANT APPLICATIONS

Applications created on e-Grants but not certified by the Authorized Officials will not be considered valid and will be denied by the OOG’s HSGD. The OOG’s HSGD reserves the right to deny applications that do not meet the guidelines for the LETPA or SHSP grants.

HOMELAND SECURITY ADVISORY COMMITTEE (HSAC) GRANT APPLICATION REVIEW

The HSAC will set a date to review the project applications for the LRGVDC (COG-21) Region. The HSAC will score and prioritize applications. All applications must be represented at the HSAC review session. Representatives can be any one of the three grant designated officials (i.e. Authorized Official, Project Director or Financial Officer), or any other knowledgeable designee. Applicants will be provided with an opportunity to make a three-minute presentation before the HSAC and answer any questions regarding their proposals. Once all questions and comments are answered, the HSAC will proceed to score each project individually.

RISK METHODOLOGY

A percentage of funding for each project is determined annually by the HSAC that will help determine the selection of grant project applications that address the needs of the LRGVDC (COG-21) Region.

<table>
<thead>
<tr>
<th>ACTIVITY AREA:</th>
<th>LETPA PERCENTAGE:</th>
<th>SHSP PERCENTAGE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interoperable Communications</td>
<td>25%</td>
<td>25%</td>
</tr>
<tr>
<td>Special Response Teams &amp; First Responder Capabilities</td>
<td>25%</td>
<td>25%</td>
</tr>
<tr>
<td>Operational Coordination</td>
<td>25%</td>
<td>25%</td>
</tr>
<tr>
<td>Critical Infrastructure</td>
<td>25%</td>
<td>25%</td>
</tr>
</tbody>
</table>
A scoring instrument for each funding source is provided to each HSAC member at the annual grant review session. Only LRGVDC’s Homeland Security staff will compute scores. Applicants can view a copy of the scoring instrument at the mandatory grant workshop (see p.3). Scoring instruments will be reviewed and updated annually by COG staff and the HSAC to align with regional and state guidelines.

CONFLICT OF INTEREST

The LRGVDC shall ensure that members of the COG’s governing body, the HSAC, and COG staff abstain from scoring and voting on any grant application other than a grant application submitted by a COG, during the prioritization process if the member, or an individual related to an HSAC member within the third degree by consanguinity, or within the second degree by affinity:

a. Is employed by the applicant agency and works for the unit or division that would administer the grant, if awarded;
b. Serves on any governing board that oversee the unit or division that would administer the grant, if awarded;
c. Owns or control any interest in a business entity or other non-governmental organization that benefits, directly or indirectly, from activities with the applicant agency; or
d. Receives any funds, or a substantial amount of tangible goods or routine services, from the applicant agency as a result of the grant, if awarded.

When a potential conflict of interest exits, HSAC Members and members of the COG governing body must abstain from REVIEWING, VOTING, COMMENTING, OR TAKING ACTION on any grant application during the prioritization process.

If any applicant, HSAC member, COG personnel, or other individual, has reason to believe that favoritism or inappropriate actions occurred during the scoring or prioritization of HSGD projects, the COG shall ensure that the concerns are shared with HSGD as soon as possible.

FUNDING RECOMMENDATION GUIDELINES

The HSAC reserves the right to recommend an amount less than the requested amount based on the budget cost effectiveness, reasonableness, and/or previous grant performance under present/past funding sources.

The HSAC reserves the right to deny recommendations for funding on any application based on but not limited to:

- ineligible activity(ies) not permitted under the funding source
- ineligible line item(s) not permitted under the funding source
- project does not align with regional priorities
• eligibility criteria not met by applicant

In the event that the HSAC deems not to recommend full, or partial funding of an application, the LRGVDC’s Homeland Security staff will notify the OOG’s HSGD.

*All project grant applications selected by the HSAC are conditionally approved until the OOG’s HSGD gives the final approval. Jurisdictions must wait until they receive official notification from the OOG’s HSGD that their project application is approved before making any expenditures.

**RECOMMENDATIONS OF CONDITIONALLY APPROVED GRANT APPLICATION PROJECTS TO LRGVDC EXECUTIVE BOARD**

With the approval of the HSAC, a prioritized list of conditionally approved projects will be submitted to the LRGVDC’s Board of Directors for endorsement. The LRGVDC’s Board of Directors reserves the right to endorse or disallow the HSAC’s recommendations. The LRGVDC’s Board of Directors regularly meets every fourth Wednesday of the month with certain exceptions. The LRGVDC’s Board of Directors will take final action on the priority lists. The OOG’s HSGD will make the final approval on all conditionally approved projects.

**APPEALS PROCESS**

The LRGVDC’s Homeland Security staff will send an email to applicants regarding the HSAC’s decision on their application. An applicant may appeal the actions of the HSAC based on procedural violation(s). The appeal must be submitted in writing to the LRGVDC’s Board of Directors Chair within ten (10) regular business working days from the date of the e-mail notification. Please note that appeals cannot be based on areas of discretion in the HSAC’s scoring criteria.

**FINAL REVIEW BY OOG’S HOMELAND SECURITY GRANTS DIVISION**

A prioritized list of conditionally approved projects recommended for funding by the LRGVDC (COG-21) will be forwarded to the OOG’s HSGD. If there are discrepancies on project grant applications, the OOG’s HSGD staff will contact the applicant directly. All funding decisions made by the OOG’s HSGD’s Executive Director are final. No appeals will be accepted by the OOG’s HSGD regarding their final funding decisions.

Appeals made regarding an HSAC decision will be handled by the LRGVDC only. If an applicant appeals a decision to the OOG’s HSGD, the applicant will be requested to go back to their COG for resolution. The OOG’s HSGD does not accept, or provide an appeals process.
Item #5: Department Reports

D. Public Safety

**Homeland Security Program Status Report**

- **Homeland Security Program & Funding Opportunity FY 2018**

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

  **Update on funding opportunity: Humanitarian Relief for Unaccompanied Minors & Families**

  The Request for Applications (RFA) for Humanitarian Relief for Unaccompanied Minors & families OPENED on September 19, and closed on October 31.

  To date staff has confirmed that the following agencies have applied under this solicitation:

  - City of McAllen
  - Catholic Charities
  - Food Bank of the RGV

- **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 HSAC meetings and other venues.

- **FY 2015 Homeland Security Grant Program**

  As part of the reallocation process, LRGVDC staff submitted the spending plans for the reallocation funds to HSGD. Items have received state approval and staff is in the process of procuring equipment for the RGV Texas Task Force – Type 3 Team.

- **FY 2016 Homeland Security Grant Program**

  Staff continues to provide technical assistance to jurisdictions with eGrant and grant awards.
As part of the reallocation process, LRGVDC staff submitted the spending plans for the reallocation funds to HSGD. As previously mentioned, items have received state approval and staff is in the process of procuring the equipment for the RGV Task Force – Type 3 Team.

- **FY 2017 Homeland Security Grant Program**

  The HSGD has begun the notification process of all grant awards. Grantees had 45 days to accept the grant award on eGrants which ended in November. Following the award acceptance, grantees may proceed with acquiring the equipment that the state approved.

  Should there be any questions, please advise.
ITEM #5. D.
PUBLIC SAFETY
REGIONAL POLICE ACADEMY
Item #5: Department Reports

D. Public Safety

Regional Police Academy Status Report

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

In accordance with TCOLE regulations and the Texas Administrative Code (TAC) 215.2(c)(5), the Regional Police Academy Basic Peace Officer course must have sufficient law enforcement automobiles for training purposes.

After an extensive search, staff was able to secure two used law enforcement vehicles from the City of Sullivan City Police Department. Only the Regional Police Academy program and cadets will utilize this equipment solely for training purposes during the vehicle operator’s course. In addition, acquiring these assets will satisfy TCOLEs Comprehensive Academy Program Evaluation requirements.

Please refer to attachment A. Should there be any questions, please advise.

ACTION ITEM
STATE OF TEXAS

CITY OF SULLIVAN CITY

COUNTY OF HIDALGO

INTERLOCAL COOPERATION ACT AGREEMENT BETWEEN THE
CITY OF SULLIVAN CITY
AND THE LOWER RIO GRANDE DEVELOPMENT COUNCIL (REGIONAL
POLICE ACADEMY) FOR EQUIPMENT SERVICES DONATION

This Agreement is entered into, by and between the CITY OF SULLIVAN CITY
and the LOWER RIO GRANDE DEVELOPMENT COUNCIL (REGIONAL POLICE
ACADEMY) pursuant to the authority granted and in compliance with the provisions of
the TEXAS INTERLOCAL COOPERATION ACT, (the “Act”) Chapter 791, Texas
Government Code, as follows:

WHEREAS, the CITY OF SULLIVAN CITY has certain equipment and the
LOWER RIO GRANDE DEVELOPMENT COUNCIL (REGIONAL POLICE
ACADEMY) has a need for such equipment which will be utilized in the service of crime
prevention, educational instruction and for law enforcement training purposes
(hereinafter “Equipment”).

WHEREAS, the CITY OF SULLIVAN CITY and the LOWER RIO GRANDE
DEVELOPMENT COUNCIL (REGIONAL POLICE ACADEMY) are located in close
proximity and have a common law enforcement training, crime prevention, and
educational instruction initiative and close working relations; and

WHEREAS, the CITY OF SULLIVAN CITY and the LOWER RIO GRANDE
DEVELOPMENT COUNCIL (REGIONAL POLICE ACADEMY) have heretofore
entered into this Agreement providing for Equipment by donation and affirms that the
Equipment was obtained through general funding. Equipment serves a public purpose
Pursuant to TEXAS GOVERNMENT CODE CHAPTER 263.152 to the LOWER RIO
GRANDE DEVELOPMENT COUNCIL (REGIONAL POLICE ACADEMY); and

NOW, THEREFORE, to enhance cooperation amongst local law enforcement
agencies and express their mutual commitment to the service of crime prevention
instruction and for law enforcement training purposes, the CITY OF SULLIVAN CITY
and the LOWER RIO GRANDE DEVELOPMENT COUNCIL (REGIONAL POLICE
ACADEMY) hereby agree as follows:

1. EQUIPMENT DONATION: the CITY OF SULLIVAN CITY will transfer to
the LOWER RIO GRANDE DEVELOPMENT COUNCIL (REGIONAL
POLICE ACADEMY) Equipment owned by CITY OF SULLIVAN CITY
which is identified as:
2008 Ford Crown Victoria 2FAHP71V88X170367
- To include, overheads, center console, prisoner cage, mobile vision camera system.

2007 Ford Crown Victoria 2FAHP71W17X155894
- To include, overheads, center console, safety vision camera system, Nonfunctioning MPH radar system.

2. **IN CONSIDERATION OF THE EQUIPMENT DONATION**: The LOWER RIO GRANDE DEVELOPMENT COUNCIL (REGIONAL POLICE ACADEMY) agrees to the following:

   a. The LOWER RIO GRANDE DEVELOPMENT COUNCIL (REGIONAL POLICE ACADEMY) will accept transfer of Equipment in “as-is” condition and acknowledge that the CITY OF SULLIVAN CITY makes no warranty in any manner as to the fitness of the Equipment for any purpose.

   b. The LOWER RIO GRANDE DEVELOPMENT COUNCIL (REGIONAL POLICE ACADEMY) agrees that Equipment shall be solely used in the service of crime prevention instruction and for law enforcement Training purposes.

   c. The LOWER RIO GRANDE DEVELOPMENT COUNCIL (REGIONAL POLICE ACADEMY) shall be solely responsible for repair, maintenance, and liability insurance coverage for any Equipment while in the possession of the LOWER RIO GRANDE DEVELOPMENT COUNCIL (REGIONAL POLICE ACADEMY).

3. **INDEMNITY**: TO THE EXTENT PERMITTED BY THE TEXAS CONSTITUTION AND LAWS OF THE STATE OF TEXAS, AND LOWER RIO GRANDE DEVELOPMENT COUNCIL (REGIONAL POLICE ACADEMY), ITS PREDECESSORS, SUCCESSORS, AND ASSIGNS HEREBY RELEASE, RELINQUISH, AND DISCHARGE THE CITY OF SULLIVAN CITY, TEXAS, THEIR PREDECESSORS, ASSIGNS, LEGAL REPRESENTATIVES, AND FORMER, PRESENT AND FUTURE AGENTS, EMPLOYEES, DIRECTORS AND OFFICERS FROM ANY LIABILITY ARISING OUT OF THE USE OF THE EQUIPMENT (identified herein) FOR ANY INJURY, INCLUDING DEATH OR DAMAGE TO PERSONS OR TO PROPERTY WHERE SUCH DAMAGE IS SUSTAINED IN CONNECTION WITH OR ARISING OUT OF THE USE OF EQUIPMENT PROVIDED UNDER THIS AGREEMENT.
4. LAW GOVERNING VENUE; This Agreement shall be governed by and construed in accordance with the laws of the State of Texas, and, the obligations and undertakings of each of the parties to this Agreement shall be performable in Hidalgo County, Texas.

THE CITY OF SULLIVAN CITY WILL RECEIVE NO COMPENSATION FROM LOWER RIO GRANDE DEVELOPMENT COUNCIL (REGIONAL POLICE ACADEMY) FOR ANY EQUIPMENT TRANSFERRED AND/OR DONATED PURSUANT TO THIS AGREEMENT. THIS AGREEMENT BECOMES EFFECTIVE ON THE DATE IT IS SIGNED BY BOTH PARTIES. THIS AGREEMENT CAN BE TERMINATED BY EITHER PARTY UPON THIRTY (30) DAYS WRITTEN NOTICE OF INTENT TO TERMINATE.

EXECUTED IN DUPLICATE COPIES, EACH OF WHICH SHALL HAVE THE FULL FORCE AND EFFECT OF AN ORIGINAL, TO BE EFFECTIVE AS STATED HEREIN, BUT MINISTER ALLEY SIGNED ON THE DATES INDICATED BELOW.

COUNTY OF HIDALGO, CITY OF SULLIVAN CITY

BY: ___________________________________________ Date: 10·30·17
Leonel “Leo” Garcia, Mayor

Attest:

BY: ___________________________________________ Date: 10·30·17
Veronica Gutierrez, City Secretary

LOWER RIO GRANDE DEVELOPMENT COUNCIL (REGIONAL POLICE ACADEMY)

BY: ___________________________________________ Date: ________________
Ron Garza, Executive Director

BY: ___________________________________________ Date: ________________

APPROVED AS TO FORM

City of Sullivan City

By: _______________________________ Date: 10·30·17
Armando Maderoquin, City Attorney
Item #5: Department Reports

D. Public Safety

Regional Police Academy Status Report

- **In-Service Training Hours Reported**
  
<table>
<thead>
<tr>
<th></th>
<th>10/1/2017-11/30/2017</th>
<th>Year to date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Classes Reported</td>
<td>22</td>
<td>105</td>
</tr>
<tr>
<td>Officers Attending</td>
<td>269</td>
<td>1,327</td>
</tr>
<tr>
<td>Contact Hours</td>
<td>4,661</td>
<td>13,118</td>
</tr>
</tbody>
</table>

- **Basic Peace Officer Academy**
  
<table>
<thead>
<tr>
<th></th>
<th>10/1/2017-11/30/2017</th>
<th>Year to date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduating programs</td>
<td>2</td>
<td>4</td>
</tr>
<tr>
<td>Cadets graduated</td>
<td>107</td>
<td>146</td>
</tr>
<tr>
<td>Contact Hours</td>
<td>4,501</td>
<td>14,789</td>
</tr>
</tbody>
</table>

- **November/December 2017/January 2018 In-Service Scheduled**
  
  - November 27-December 1, 2017: Firearms Instructor Course
  - December 16-17, 2017: Baton Instructor Course
  - January 15-19, 2018: Patrol Rifle Instructor Course

- **Basic Peace Officer Course Upcoming Academies**
  The registration process has begun for the upcoming Upper and Lower Valley full-time and part-time academies.
  
  - 196th BPOC Day Academy – Upper Valley
    Tentative: January/February 2018
  - 196th BPOC Day Academy – Lower Valley
    Tentative: January/February 2018
  - 196th BPOC Night Academy – Upper Valley
    Tentative: January/February 2018
  - 196th BPOC Night Academy – Lower Valley
    Tentative: January/February 2018

- **Academy Graduation Dates**
  
  - 194th BPOC-Night Academy: Graduated on November 15, 2017
  - 195th BPOC-Day Academy: Graduated on November 15, 2017
ITEM #5. E.

TRANSPORTATION
Item #5: Department Reports

E. Transportation

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

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

   The main goal of this initiative is to continue to improve performance measures for Passengers/Hour and Passengers/Mile to increase ridership while remaining cost effective.

   The Fare Free Initiative was installed March 1, 2017 and was slated to end August 31, 2017, and then the Board unanimously approved to extend the initiative until December 31, 2017.

ACTION ITEM
Item #5: Department Reports

E. Transportation

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

2. Consider Approval of Revisions to ADA Policy Procedures

The policy revisions are minor in nature and are intended to reflect changes in State and FTA guidelines. Other changes include non-critical language such as grammar corrections, names, and titles within the policy.

Please see attachment A

Should you have any questions please advise.

ACTION ITEM
LRGVDC
Transit Services Department

ADA Policies and Procedures

Approved by
LRGVDC Board of Directors
Purposed approval date: December 27, 2017

Lower Rio Grande Valley Development Council

Valley Metro
510 S. Pleasantview Drive
Weslaco, TX 78596
(956) 969-5761
1-800-574-8322
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INTRODUCTION

It is the objective of the LRGVDC to address the need for public transportation by administering and coordinating a public transportation program. Inherent in this objective is the provision of transportation services to person with disabilities. The provision of transportation services is undertaken within the framework and approach of the (ADA) American with Disability Act of 1990, related regulations issued by the (USDOT) United States Department of Transportation and any revision and/or updated issued subsequently.

PURPOSE

The policies and procedures in this manual have been drafted to ensure persons with disabilities not be excluded from participation in, be denied the benefits of, or be subject to discrimination in any Valley Metro program or services. (49 CFR 27.1) Link for more information regarding (FTA) Federal Transportation Administration (ADA) American with Disability Act regulations, please see our website.

LRGVDC - Valley Metro is the public transportation provider for Cameron, Hidalgo, Willacy, Starr, and Zapata counties. This service has a set of policies that passengers must follow.

This booklet provides the policies pertaining to passenger safety and responsibilities for using our service.

It is for the benefit of all passengers that policies regarding passenger safety and responsibilities are followed. The policies in this booklet are critical to the efficiency and effectiveness of our Urban and Rural Transit District.

All policies will be enforced in a consistent and fair manner. If you feel you have been treated unfairly, an appeals complaint process and telephone comment number are included in this booklet on page 13.
PUBLIC TRANSIT SERVICES

LRGVDC - VALLEY METRO prides itself on providing safe and reliable transit services to the general public of for Cameron, Hidalgo, Willacy, Starr, and Zapata counties. Transit is open to everyone. LRGVDC - VALLEY METRO operates a demand response service. Request must be made at least one business day prior (24 hours) to the desired trip date, and may be scheduled up to 30 days in advance.

Public Transportation

Hours of service for are: Monday through Saturday – 6:30 a.m. to 8:30 p.m. (Note: Rural service not available on Saturdays.)

Public Transit service is not offered on the following holidays:

- New Year’s Day
- Memorial Day
- July 4th
- Labor Day
- Veterans Day
- Thanksgiving Day
- Christmas Day

SCHEDULING

LRGVDC – Valley Metro will accept trip requests or appointments, from one (1) day to seven (7) days in advance. [49 CFR 37.13l (b) & (b) (4)] Trips requests that are not made by 5 PM (at least one (1) day before the scheduled trip date, same day trips) are not allowed and will not be granted.

Requests for reservations will be accepted during normal business hours on a "next day" basis (not 24 hours in advance) on all days prior to days of service (e.g., weekends, holidays). Reservations for next day service will be taken during administrative office hours. Reservations can be accepted using mechanical means (e.g., answering machines). [49CFR 37.13l (b) (1)]

Trips will be scheduled to begin no more than one (1) hour before or after the individual's desired departure time. [49 CFR 37.13l (b) (2)]

To ensure that timely service is provided to all passengers, patrons must remain at their drop-off
locations at least one (1) hour before they are picked up again. Pick-ups cannot be scheduled earlier than that time.

a. **Phone Procedures**

LRGVDC – Valley Metro will request the following information when receiving a trip request:

a. Patron name,
b. Complete address of pick-up point,
c. Companion or guest name, if applicable,
d. Telephone number or a number where the patron can be reached,
e. The date of requested pick-up,
f. The time of requested pick-up,
g. Destination address (or location name),
h. The time of appointment (medical, etc.), if applicable,
i. Return time, if applicable.

Patrons will be allowed to schedule as many trips as they wish during any one call, time permitting.

b. **Curb to Curb**

**Rural Transportation**

LRGVDC also provides Demand Response transit services under the rural transportation program. Demand Response is curb to curb service that utilizes relatively small vehicles to provide transportation at the user's demand. The LRGVDC will provide service to any eligible person at any requested time on a particular day in response to a request for service made the previous day. (Reservations may be taken by reservation agent or by mechanical means). Demand Response service is open to the general public but in particular is helpful to seniors and persons with disabilities. This service is to residents of Cameron, Hidalgo, Willacy, Starr, and Zapata.

**County of Willacy**

The LRGVDC will provide service for its general public in particular for senior and disabled residents. The service is free of charge to eligible riders and provides trips for residents of Willacy County & Harlingen Downtown/Medical District. Trips must be scheduled in advance to use the service.

c. **Flex Routes**
Urban Transportation

Valley Metro Demand Response

An LRGVDC transportation system that can transfer customers in the urban areas in Hidalgo County, this system requires at least one (1) day in advance notice. Limited space is available; occupancy is on a first serve basis. Valley Metro services can transfer customers to and from medical, facilities, shopping center and other business locations. Service provided is non-emergency only.

Valley Metro Bus Routes

LRGVDC provides Urban Transportation services known as Flexed. These are flexible routes service and they are open to the general public. The LRGVDC will provide service to any eligible person at the requested time on a particular day in response to a request for service made the previous day. Reservations may be taken by Customer Service Representative/Dispatch or by mechanical means (Voice mail). Valley Metro buses may deviate up to one-half (1/2) of a mile from the route to pick up or drop – off passengers.

CANCELLATIONS/NO SHOWS

Passengers may be picked up as early as 15 minutes before or as late as 15 minutes after their scheduled pick-up time.

Patrons will be required to begin their approach to the vehicle within five (5) minutes of its arrival at the pick-up point. [49 CFR 37.167(i)]

Cancellations will be required at least 60 minutes before the scheduled pick-up time.

The guidelines in this section will be suspended in case of inclement weather or other exigent circumstances.

Cases where trips are missed because of circumstances beyond the patron's control are not no-shows. [49 CFR 37.125(h) (l)]

Suspension for No-Shows

A no-show is a user who is not at or does not appear at the pick-up vehicle within five (5) minutes of its arrival at a scheduled pick up point; or a user who fails to notify LRGVDC – Valley Metro at least 60 minutes in advance of his/her intent to cancel a scheduled trip.

When an ADA eligible individual establishes a pattern or practice of missing scheduled trips, LRGVDC – Valley Metro may temporary suspend bus services. The following are the factors that are used to help determine if a pattern or practice has been established and the suspension if any:
<table>
<thead>
<tr>
<th># No – Shows Considered Excessive</th>
<th>LRGVDC Action (by certified Mail)</th>
<th>Period of Suspension</th>
</tr>
</thead>
<tbody>
<tr>
<td>1&lt;sup&gt;st&lt;/sup&gt; Occurrence ( 3 in one month)</td>
<td>Letter explaining letter of suspension</td>
<td>0</td>
</tr>
<tr>
<td>2&lt;sup&gt;nd&lt;/sup&gt; Occurrence (3 in subsequent month)</td>
<td>Warning letter of suspension</td>
<td>0</td>
</tr>
<tr>
<td>3&lt;sup&gt;rd&lt;/sup&gt; Occurrence (1 time after warning letter)</td>
<td>Notice letter of suspension</td>
<td>3 months</td>
</tr>
</tbody>
</table>

Trips missed by the individual for reasons beyond his or her control (including, but not limited to, trips which are missed due to operator error) shall not be a basis for determining pattern of practice exist. Before suspending the service, LRGVDC – Valley Metro will take the following steps:

1. The individual will notified in writing by certified mail that LRGVDC – Valley Metro proposed to suspend service. This notification must cite, in detail, the basis for the proposed suspension and the exact sanction to be imposed.

2. Provide the individual an opportunity to be heard and to present information and arguments.

3. Provide the individual notification in writing of the decision and the reason for the decision. In case of temporary suspension of “no-shows” suspension of service must not begin until the appeal process is completed.

All disciplinary actions will take mitigating factors, such as weather, vehicle problems, and other circumstances into account.

If an individual with a disability is denied service, the individual will have the opportunity to appeal the service suspension and present information demonstrating that previous issues have been resolved or present options to mitigate problems, so their service can be reinstated. [FTA C4710.1, pg2-6]

If the patron chooses to appeal the disciplinary action, that action will be stayed pending the outcome of the appeal. [49 CFR 37.125(h) (3)]

Disciplinary actions “Appeal Process” is found on Page 14 of this policy and procedures.
ESCORTS/GUESTS

LRGVDC – Valley Metro will allow patrons to bring at least one (1) companion, such as a personal care attendant or guests, on their trips. [49 CFR 37.123(1)]

Personal Care Attendants

Personal care attendants are individuals designated or specifically employed to help patrons with their personal needs.

Persons with disabilities will not be required to have personal care attendants in order to use Valley Metro services or programs. [49 CFR 37.5(e)]

Patrons will be required to use personal care attendants in cases where patrons have difficulty getting to at least 10 feet within the Valley Metro bus.

GUESTS

One (1) guest (who is not a personal care attendant), such as a family member or friend, may accompany a patron on his/her trip. [49 CFR 37.123(f) (I) (ii)]

Passenger Assistance Guidelines

Boarding and disembarking assistance may be required by any passenger, but most often is needed by the elderly and disabled. LRGVDC operators learn and practice hands-on passenger assistance techniques during the initial training process. The following simply presents basic guidelines for all operators to remember.

It is the operator's responsibility to ensure the safety of all passengers. Boarding/disembarking or on-board mishaps resulting in possible injury will be treated as accidents. Steps likely to prevent such mishaps include:

- Ensure a safe and well-lit entrance area. Keep the steps clean and the aisle clear of possible obstructions. Sweep steps and aisles free of sand, ice, mud, etc. periodically during inclement weather. If floors are slick, warn passengers to watch their step.
- Pay attention to where you stop. Do not leave awkward spaces next to sidewalks, curbs, grates, etc., in which to trip or sprain an ankle. Make sure entrance is well clear from signs, fire hydrants, mail boxes, etc.
- Observe the passenger and identify any potential conditions that might lead to problems.
• Offer assistance if it appears necessary. If accepted, await instructions from the passenger before proceeding. Do not interfere with movements already begun or startle the passenger. If the offer is declined, stand close by ready to assist as the circumstances warrant.
• Talk the passenger through the assistance process. Explain what you are doing and take their advice if they wish to be assisted in a particular way.
• Always place yourself on the downhill side of the person or the wheelchair to provide assistance. This includes curbs, steps, ramps, and wheelchair lifts.
• Treat all wheelchairs as if they had no brakes. If a passenger is going to stand or sit, you should always lock the brakes prior to the move. After the brakes are placed in a locked position, test to see if they are holding. Support the wheelchair during all maneuvers, especially on lift platforms and during transfers to and from stationary seats.
• Use “body belts” before loading wheelchairs to keep the disabled passenger in the wheelchair. Make sure lift standees hold handrail securely. Secure all mobility aids on board the vehicle properly.
• Brakes on the wheelchair must be locked during lift operation and transport.
• Do not attempt more than you can safely handle. Obtain additional assistance if necessary.

**FARES**

A disabled person, for the purpose of this discount is defined as a person “who by reason of illness, injury age congenital malfunction, or other incapacity or temporary or permanent disability (including any individual who is a wheelchair user or has semi- ambulatory capabilities), cannot utilize without special facilities, planning, or design, mass transportation service or facilities as effectively as person not so affected. “ [49 CFR 609.1]

Person care attendant traveling with disabled person will travel free on any bus route system. The attendant must be accompanying the disabled person to receive this discount.

**WHEELCHAIR USERS**

Valley Metro will transport any wheelchair on its vehicles as long as: 1) The dimensional requirements do not create or pose a safety concern or liability to the vehicle or its passengers, and 2) the weight capacity does not exceed the manufactures recommended designed load specifications when occupied. [49 CFR 37 & 38]

Wheelchairs must be placed in the designated area on the vehicle where it can be secured. Wheelchairs will not be permitted to ride in any other location. [49 CFR37.165 (b) & (c) (3)]
If a wheelchair cannot be secured or restrained, the patron may still ride on the vehicle but he/she must remain in the designated area. [49 CFR 37.165(d)]

In some circumstances, Valley Metro will ask a passenger using a wheelchair to transfer to a vehicle seat, although the passenger will not be required to move. [49 CFR 37.165(e)]

Valley Metro will allow any patron who requests to board using a wheelchair lift or ramp to do so even if he/she does not use a wheelchair. [49 CFR 37.165(g)] However, lifts and ramps will not be deployed at stops where they will be damaged if deployed or there is some temporary danger that prevents safe use of that stop. [49 CFR 37.167(g)]

Where necessary or upon request, Valley Metro personnel will assist individuals with disabilities with the use of securement devices, ramps, and lifts. [49 CFR 37.165(f)]

MAINTENANCE OF WHEELCHAIR LIFTS, RAMPTS AND SECUREMENT DEVICES

Valley Metro has in place a system of regular and frequent maintenance checks of its wheelchair lifts and ramps to ensure operability. [49 CFR 37.163(b)] Through daily inspection forms and two way radios the LRGVDC ensures that vehicles operators report any failure of a lift to operate in service.

Operators are required to notify supervisors immediately if a lift is inoperable for any reason so that maintenance can be applied. [49 CFR 37.163(c)]

If a lift or ramp becomes inoperable during service, the vehicle in which the lift or ramp is located will be removed from service, repaired, and placed in service no earlier than the beginning of the next service day unless doing so would reduce the transportation service that Valley Metro provides and there is no spare vehicle available to take the place of the one with the inoperable lift or ramp. In that case, the vehicle with the inoperable lift or ramp may stay in service for no more than three (3) days from the day on which the inoperability was discovered. [49 CFR 37.163(d) & (e)]

If a vehicle with an inoperable lift or ramp is operating on a route and the headway to the next accessible vehicle on the route is more than thirty (30) minutes, Valley Metro will provide alternative transportation to individuals with disabilities who are unable to use the vehicle because the lift or ramp is inoperable. [49 CFR 37.163(f)]

OTHER MOBILITY AIDS & EQUIPMENT

Valley Metro will allow service animals on its vehicles and in its facilities. [49 37.167(d)] A service animal is any guide dog, signal dog, or other animal trained to work for an individual with a disability. No other animals will be permitted.

Valley Metro will allow any reasonable breathing aid, including portable oxygen tanks
and respirators, on its vehicles. [49 CFR 37.167(h)]

MAINTENANCE OF ACCESSIBLE FEATURES

Valley Metro will maintain in operative condition those features - including lifts, securement devices, signage, etc. - of facilities and vehicles that are required to make the vehicles and facilities readily accessible to and usable by individuals with disabilities. [49 CFR 37.161(a)]

If an accessibility feature is damaged or out of order, it will be repaired promptly. [49 CFR 37.161(b)] If the repair causes more than a temporary or isolated interruption, patrons who require use of those features while the feature is not usable will be reasonably accommodated by Valley Metro. [49 CFR 37.161(c)]

DESIGNATED SEATING

Space at the front of each fixed route bus is reserved as priority seating for the elderly and disabled. Valley Metro will ask persons who are not disabled or elderly to move from these seats when they are needed by disabled or elderly patrons. [49 CFR 137.167(1)(i)]

There is a space in each fixed route bus designated for wheelchairs. Valley Metro will ask persons not in wheelchairs to move from the fold-down seats in this area when the area is needed by a wheelchair user. [49 CFR 137.167(1)(1)]

Valley Metro will not require an individual with a disability to use designated priority seats, if the individual does not choose to use these seats. [49 CFR 37.59(c)]

STOP ANNOUNCEMENTS

Valley Metro will announce all stops on its fixed route system at transfer points, minor intersections, major destination points, and at other intervals sufficient to permit individuals with visual impairments or other disabilities to be oriented to their location. [49 CFR 37.167(b)(1)]

At stops where more than one route operates, Valley Metro vehicles and/or drivers will announce the name of the route and route number so that patrons who have visual impairments or other disabilities may identify the proper vehicle to enter. [49 CFR 37.167(c)]

DISORDERLY OF ABUSIVE PASSENGERS
This policy governs the procedures for dealing with unruly passengers affecting the safe operation of LRGVDC vehicles.

Passengers governed by this policy are those who affect the safe operation of a LRGVDC vehicle, engage in violent, seriously disruptive, or illegal conduct while being transported on a LRGVDC vehicle. Passengers violating the safe operation of a LRGVDC vehicle may be denied passage, requested to leave the vehicle, banned from further passage, or as a last resort arrested and charged. The following behaviors are covered by this policy:

Intoxicated, disorderly, disturbing other passengers or the operator, creating a safety hazard, yelling, cursing, making obscene gestures, slapping or hitting fellow passengers or the operator, engaging in arguments with the operator or other passengers, or otherwise creating a disruption, which could affect the safe operation of the vehicle.

Note: Conduct which is related to a person's disability and which annoys or offends is not to be considered "seriously disruptive." Similarly, service cannot be refused based on an unfounded fear of a particular disability.

Steps to be taken by bus operators and/or LRGVDC personnel when dealing with disorderly or abusive passengers are as follows:

- Remain calm and professional in manner.
- Stop the vehicle in a safe area and request that the passenger cease and desist.
- Inform the LRGVDC dispatch office of the specific passenger and/or problem and the location.
- Inform the passenger that his or her behavior could result in loss of service.
- If the behavior continues, the passenger will be requested to leave the vehicle. The operator will remain in the location until the Supervisor or Director and or Police arrive.
- The passenger will be informed that he or she will not be eligible to use the LRGVDC services for three days.
- If after the three-day period has expired and the behavior continues the passenger will be ineligible to use services unless accompanied by an aide. If the aide is unable to control the behavior, the passenger may be ruled ineligible to use service in the future.
The bus operator is required to complete a detailed incident report as soon as possible after the incident.

Patrons who engage in violent, seriously disruptive or illegal behavior will be subject to the following disciplinary policy. [49 CFR 37.5(h) & 37.125(h)]

a. First, Second & Third Occurrence- Verbal Warning

b. Fourth Occurrence - Written Warning. This will be in the form of a written letter explaining that LRGVDC - Valley Metro proposes to suspend service if another infraction occurs and citing the extent and duration of the proposed suspension. [49 CFR 37.125(h) (2) (i)]

c. Fifth Occurrence - Service suspension for seven (7) days. The patron will be provided with a written decision and the reason for it [49 CFR 37.125(h) (2) (iii)]

d. Sixth Occurrence - Service suspension for fourteen (14) days. The patron will be provided with a written decision and the reasons for it. [49 CFR 37.125(h) (2) (iii)]

e. Subsequent violations will result in additional or consecutive fourteen (14) day suspensions.

All disciplinary actions will take mitigating factors, such as the weather, vehicle problems, and other circumstances, into account.

If the individual chooses to appeal the disciplinary action, that action will be stayed pending the outcome of the appeal. [49 CFR 37.125(h) (3)]

Disciplinary Actions Appeals Process

1. Any person who has been disciplined by LRGVDC - Valley Metro may appeal the disciplinary action which we recommend that the appeal be submitted in writing within 60 days, to [49 CFR 37.125(h)(3)]:

2. If an individual with a disability is denied service, the individual will have the opportunity to appeal the service suspension and present information demonstrating that previous issues have been resolved or present options to mitigate problems, so their service can be reinstated. [FTA C4710.1, pg2-6]

ADA Bus Service Disciplinary Action Appeal
LRGVDC – Valley Metro
510 S Pleasantview Dr.
Weslaco, TX 78596
956.969.5761 (phone)
3. The time limit for appeals will be based on the date of receipt of the letter stating the disciplinary action.

4. Immediately upon receipt of an appeal, LRGVDC - Valley Metro will set a date for the hearing of the appeal.

5. The date for the hearing of the appeal will be no as soon as possible after the receipt date of the letter requesting the appeal.

6. Upon request, LRGVDC - Valley Metro will provide the appellant transportation to and from the hearing.

7. LRGVDC - Valley Metro will offer the individual who was disciplined every opportunity to present his/her case and receive and enter into the record every relevant piece of evidence and/or testimony from any person who can support him/her.

8. Appeals will be heard by the persons designated by the TAC and one (1) LRGVDC - Valley Metro staff member. This group will not include any person involved in handing down the disciplinary action.

9. In all cases, determinations will be made in writing and full documentation will be retained.

10. LRGVDC - Valley Metro will make a final determination on the appeal as soon as possible after the appeals hearing.

**OTHER CONSIDERATIONS**

Each LRGVDC – Valley Metro vehicle shall contain sign(s), which indicate the seats in the front of the vehicle are priority seats for persons with disabilities, and that other passengers should make such seats available to those who wish to use them. At least one set of forward-facing seat shall be so designated.

- Smoking of any kind of cigarette, cigar, or pipes is prohibited.
- Consumption of any kind of beverages (especially alcoholic) is prohibited.
- Consumption of any kind of food is prohibited.
- Ridding as a passenger while possessing or being under the influence of alcohol or illegal drugs is not permitted and transportation will be denied.
- Littering in the vehicles is prohibited.
- Radios, cassette tape players, compact disc players or other sound – generating
equipment are not to play aloud while aboard the vehicle. Riders must use earphones or headphones.

- Riders should use seat belts while riding in the vehicle.
- LRGVDC – Valley Metro or any of its bus operators do not assume responsibility for lost or stolen articles.

- Bus operators are not allowed to:
  - Enter rider residence
  - Perform any personal care assistance for riders, including assisting riders to dress.
  - Lift or carry riders
  - Maneuver riders or wheelchairs up or down steps
  - Accept tips or gratuities

**ARTICLES PERMITTED ON LRGVDC VEHICLES**

- Hand baggage, packages or articles which can be carried by passenger or towed under the seats
- Carriages and strollers must be folded.
- Walkers are permitted but must be folded.
- Car seats
- Carts
- Service animals

**ARTICLES NOT PERMITTED ON LRGVDC VEHICLES**

- Bicycles
- Fishing poles
- Sharp objects or instruments
- Gasoline or other hazardous materials
- Explosives
- Firearms
• Furniture of any kind
• Car batteries
• Oxidizers
• Poisons
• Radioactive
• ORM (other regulated material-domestic)

In addition, anything which will cause obstruction of the aisles, potentially harm or injure those on board will be prohibited. The eligibility of articles not specifically identified with regards to transportation will be determined at the discretion of the LRGVDC – Valley Metro supervisory personnel.

**SEATBELT POLICY**

LRGVDC- Valley requests that all passengers wear a seatbelt while riding any LRGVDC Transit vehicle, when available.

This policy affects both ambulatory passengers and persons in wheelchairs. Persons seated in the perimeter seating areas must wear a seatbelt when the bus is in motion. Persons in wheelchairs must allow the driver to secure their wheelchair and must wear a lap or shoulder belt.

There are three exceptions to this policy. The first exception includes infants or small children. If a person boards a bus carrying an infant or small child, they may hold the infant or small child in their lap while they are on the bus. The second exception would apply to a person that has a letter from a doctor stating it is physically or medically detrimental for a person to use a seatbelt. The letter must state a beginning date and an end date. The third exception to this is when there is no seating room available, which in this case the passenger must have a secure hand on the guardrail and be standing behind the white line.

If a person boards the bus and refuses to wear their seatbelt; refuses to allow the driver to secure their wheelchair; or refuses to wear the lap and shoulder belt while secured in the wheelchair securement area, the passenger must sign a “release form,” releasing all liability from the LRGVDC in the case of an accident. As the passenger formally acknowledges their lack of adequate safety measures, the passenger is solely responsible for his/her safety. (See attachment).

LRGVDC - VALLEY METRO will not deny transportation if we cannot safely secure or restrain the mobility device to our satisfaction. In such instances, it is strongly recommended that the
rider transfer to a seat whenever possible. It is the rider’s choice to transfer or remain in the mobility device.

LRGVDC - VALLEY METRO recommends, but does not require, that wheelchairs be equipped with a personal lap belt in order to prevent passenger from falling out of the wheelchair during transport. It is also recommended, but not required, that a manual wheelchair have attached footrests.

For your safety, please be sure that your wheelchair or other mobility device is properly maintained in accordance with manufacturer’s specifications.

WEATHER

Discontinuing Service Due to Weather Conditions:
Transit Bus operators will make every effort to provide service whenever scheduled. In the event extreme weather conditions exist which make travel unsafe, the Executive Director reserves the right to discontinue services until conditions are more favorable. If service is temporary discontinued, employees are to report to work unless otherwise instructed by supervisor. The dispatch office shall attempt to contact any scheduled passengers at the telephone numbers listed in the agency customer database.

Severe Weather Condition Riding Tips:

- Keep current on weather conditions, which may affect LRGVDC – Valley Metro services
- If streets are icy or flooded, allow additional travel time.
- Avoid delays by being on time and having correct fare ready.
- Clean footwear of mud and slush before boarding so it does not gather on the steps and floor of the bus, causing danger to others.
- Wait until the bus comes to a complete stop before leaving your seat and before boarding.
- At all times, watch your step, wear your seatbelt, and wear appropriate winter clothing.

Severe Weather Passenger Guide

Severe rainstorms, thunderstorms, and icy roads can affect LRGVDC – Valley Metro service. The following may occur any time, hazardous road conditions exist:

- Travel time may increase
• Bus service on less traveled streets, especially those not sanded or that is flooded, may be cancelled.
• If passengers are not able to get to vehicle prior to severe weather arriving, passengers will be asked to remain in facility until severe weather has passed.
• If vehicle is caught in severe weather then the Vehicle Operator will make every attempt to get to the nearest safe area and have passengers exit the vehicle until severe weather has passed.

COMPLAINTS & COMMENDATIONS & REASONABLE MODIFICATION REQUEST

LRGVDC – Valley Metro will accept complaints, commendations, reasonable modification request and suggestions about its ADA Program in person or by mail, or e-mail

LRGVDC – Valley Metro Program Specialist will be responsible for dealing with complaints, commendations, and reasonable modification request. Suggestions may be given to any member of the LRGVDC – Valley Metro staff.

All complaints, commendations, reasonable modification request, and suggestions should be accompanied with the following information.

a. Name, address and phone number (or person may remain anonymous),
b. The date and time of the incident,
c. Vehicle number (if applicable) and the dispatcher or driver name,
d. Description of the complaint, commendation, or suggestion.
e. For phone calls or in person visits, LRGVDC - Valley Metro will take down as much information as possible and prepare a statement. Prior to taking action on an alleged serious infraction, the patron will be required to sign the statement and be willing to testify, if necessary, against the individual who allegedly committed the infraction.

f. LRGVDC - Valley Metro does respond to a rider's need for reasonable modification even if the rider did not specifically use the term "reasonable modification" in their request for service. [49 CFR 37.169(b)(2)]

g. LRGVDC - Valley Metro operating personnel can make reasonable modification determinations at the time of request. [49 CFR 37.169(b)(4)]

h. LRGVDC - Valley Metro will deny any reasonable modification request if it is determined that granting the request will: [49 CFR 37.169(c)]

1. Fundamentally alter the nature of the LRGVDC - Valley Metro's transit service
2. Create a direct threat to the health or safety of others
3. Create an undue financial or administrative burden for LRGVDC - Valley Metro
4. Services or programs can be used without the request for modification

   i. LRGVDC - Valley Metro staff will not be allowed to learn the identity of any person giving a complaint.

   j. Patrons will not be allowed to learn what actions, if any, are taken against LRGVDC - Valley Metro employees as a result of a commendation or complaint.

   k. Should a request be denied, LRGVDC - Valley Metro will to the maximum extent possible, take any other actions to ensure that the individual with a disability receives the services. [49 CFR 37.169(e)]

LRGVDC - Valley Metro will keep a log of all complaints of noncompliance with federal ADA regulations it receives on file for at least five (5) years. [49 CFR 27.121(b)]

TRAINING

LRGVDC- Valley Metro will ensure that personnel are trained to proficiency, as appropriate to their duties, so that they operate vehicles and equipment safely and properly and that individuals with disabilities who use the service in a respectful and courteous way with appropriate attention to the difference among individuals with disabilities.

All LRGVDC - Valley Metro vehicle operators and dispatchers will be trained by the Operations Supervisor in at least the following [49 CFR 37.173]:

   a. Operation of wheelchair lifts, ramps, and securement devices,
   b. Loading and unloading of passengers using mobility assistance devices,
   c. Passenger assistance training, including passenger courtesy and understanding of physical and attitudinal barriers,
   e. Defensive driving.

Drivers will be required to perform the following duties:

   a. Assist in the securement of wheelchairs, even if this assistance also requires them to leave their seats,
   b. Driving to the curb of the pick-up location
   c. Giving assistance in boarding and exiting,
   e. Driving to the curb of the destination point.

Drivers will be prohibited from:

   a. Giving medication,
   b. Operating oxygen or other life-assistance machines,
   c. Moving wheelchairs to and from the vehicle, or helping passengers to the vehicles, beyond 10
feet from the edge of the curb
d. Feeding or dressing passengers,
e. Handling complaints,
f. Scheduling reservations
g. Carrying or handling packages.

SAFETY

To ensure the safety of all passengers, the following guidelines will be followed at all times:

a. Patrons will be encouraged to wear seat belts,
b. Patrons will be prohibited from playing with their restraints,
c. All wheelchairs will be required to be at designated locations on the vehicle, and the use of a securement system to secure wheelchair [49 CFR 38.23(d)]
d. Patrons will be prohibited from engaging the operator in conversation (small talk).

LRGVDC - Valley Metro will refuse service to any individual who engages in violent, seriously disruptive, or illegal conduct. This does not include cases where the individual's appearance or involuntary behavior offends, annoys, or inconveniences others. [49 CFR 37.5(h)]

LRGVDC - Valley Metro may require the use of a personal attendant if the attendant will mitigate the illegal, violent, or disruptive conduct.

COMMUNICATION AND PUBLIC INFORMATION

The LRGVDC – Valley Metro will make available to individuals with disabilities adequate information concerning the transportation service it provides. Adequate telephone capacity, both voice and Telephone Communication Device (TDD –Relay Texas) must be provided to enable users to schedule service and obtain information. All materials made available to persons with disabilities such as information brochures, application forms, rider handbooks, etc. will be available in accessible formats such as large print, tape and Braille. Accessible information must be provided upon request.
Thank you for utilizing Public Transportation.

Operated by
LRGVDC – Valley Metro
510 S. Pleasantview Dr.
Weslaco, TX 78596
1-800-574-8322
956-969-8176fax
www.lrgvdc.org/valleymetro
Item #5:  Department Reports

E. Transportation

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

- Ridership Report
  Both the rural and urban transit systems are operating and all systems are monitored daily. For the month of October 2017 ridership for the urban system, which operates Monday through Saturday in the urban areas of Hidalgo, Cameron, and Starr Counties has been averaging 18,458 passengers a week. Ridership for the rural system which operates in the rural areas of Cameron, Hidalgo, Willacy, Starr, and Zapata Counties has an average of 1,703 passengers per week for the month of October.

- Regional Transportation Advisory Panel (RTAP) Activity

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

  Location: TBD
FY 2016 URBANIZED PERFORMANCE MEASURES

COST EFFECTIVENESS
- Cost per revenue mile = $3.01 State Avg. = $4.54
- Cost per revenue hour = $57.91 State Avg. = $69.62
- Cost per passenger = $8.41 State Avg. = $4.78

FY 2016 NONURBANIZED PERFORMANCE MEASURES

COST EFFECTIVENESS
- Cost per revenue mile = $3.95 State Avg. = $3.19
- Cost per revenue hour = $71.08 State Avg. = $60.90
- Cost per passenger = $19.24 State Avg. = $16.89

YEAR TO DATE RIDERSHIP REPORT
FY 2018 September - October
Total Ridership: 162,617

Rural Ridership by Route
- Route 31: 5,102 - Sullivan City, West Hidalgo County
- Route 43: 220 - South Cameron County
- Route 50: 10,148 - Brownsville, Port Isabel
- Route 60: 2,046 - Roma, Rio Grande City
- Route 61: 1,021 - Rio Grande City
- Route 62: 736 - Rio Grande City
- Willacy (DR): 1,000 - Willacy County
- Starr (DR): 1,320 - Starr County
- Zapata (DR): 160 - Zapata County

Urban Ridership by Route
- Route 10: 6,081 - Edinburg
- Route 12: 3,045 - Edcouch, Elsa, Edinburg
- Route 14: 6,860 - Edinburg
- Route 15: 1,403 - Mission
- Route 30: 3,050 - Pharr, San Juan
- Route 31: 16,559 - Hidalgo County
- Route 32: 781 - Donna
- Route 40: 2,276 - Harlingen
- Route 41: 2,391 - Harlingen
- Route 42: 2,039 - San Benito
- Route 44: 1,556 - Primera, La Feria, Santa Rosa
- Route 45: 11,003 - Cameron County
- Vaquero Express: 60,437 - Edinburg
- Hidalgo: 205 - City of Hidalgo

TOTAL: 162,617

FY 2016 URBANIZED PERFORMANCE MEASURES

COST EFFECTIVENESS
- Cost per revenue mile = $3.01 State Avg. = $4.54
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- Cost per revenue mile = $3.95 State Avg. = $3.19
- Cost per revenue hour = $71.08 State Avg. = $60.90
- Cost per passenger = $19.24 State Avg. = $16.89
### Distribution of Ridership

#### Hidalgo County

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<td>Sullivan City</td>
<td>210</td>
</tr>
<tr>
<td>Weslaco</td>
<td>4,157</td>
</tr>
</tbody>
</table>

**Total** 123,924

#### Cameron County

<table>
<thead>
<tr>
<th>City</th>
<th>Ridership</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brownsville</td>
<td>9,414</td>
</tr>
<tr>
<td>El Ranchito</td>
<td>41</td>
</tr>
<tr>
<td>Harlingen</td>
<td>10,449</td>
</tr>
<tr>
<td>La Feria</td>
<td>960</td>
</tr>
<tr>
<td>La Paloma</td>
<td>25</td>
</tr>
<tr>
<td>Laguna Heights</td>
<td>1,403</td>
</tr>
<tr>
<td>Laguna Vista</td>
<td>1,128</td>
</tr>
<tr>
<td>Los Fresnos</td>
<td>1,806</td>
</tr>
<tr>
<td>Los Indios</td>
<td>31</td>
</tr>
<tr>
<td>Olmito</td>
<td>20</td>
</tr>
<tr>
<td>Port Isabel</td>
<td>3,618</td>
</tr>
<tr>
<td>Primera</td>
<td>95</td>
</tr>
<tr>
<td>Combes</td>
<td>0</td>
</tr>
<tr>
<td>Rio Hondo</td>
<td>0</td>
</tr>
<tr>
<td>San Benito</td>
<td>3,205</td>
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<tr>
<td>Santa Rosa</td>
<td>215</td>
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</table>

**Total** 32,410

#### Willacy County

<table>
<thead>
<tr>
<th>City</th>
<th>Ridership</th>
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<tbody>
<tr>
<td>Total</td>
<td>1,000</td>
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</tbody>
</table>

#### Starr County

<table>
<thead>
<tr>
<th>City</th>
<th>Ridership</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total</td>
<td>5,123</td>
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</tbody>
</table>

#### Zapata County

<table>
<thead>
<tr>
<th>City</th>
<th>Ridership</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total</td>
<td>160</td>
</tr>
</tbody>
</table>

**SYSTEM TOTAL** 162,617

---

### Ridership by County

- **Hidalgo County**
  - Alamo
  - Alton
  - Donna
  - Edcouch
  - Edinburg
  - Elsa
  - Hargill
  - Hidalgo
  - La Blanca
  - La Joya
  - La Villa
  - McAllen
  - Mercedes
  - Mission
  - Palmerton
  - Palmview
  - Penitas
  - Pharr
  - San Carlos
  - San Juan
  - Sullivan City
  - Weslaco

- **Cameron County**
  - Brownsville
  - El Ranchito
  - Harlingen
  - La Feria
  - La Paloma
  - Laguna Heights
  - Laguna Vista
  - Los Fresnos
  - Los Indios
  - Olmito
  - Port Isabel
  - Primera
  - Combes
  - Rio Hondo
  - San Benito
  - Santa Rosa

- **Willacy County**
  - Total

- **Starr County**
  - Total

- **Zapata County**
  - Total

**SYSTEM TOTAL** 162,617
**Distribution of Revenue Hours**

Hidalgo County 66%
Cameron County 22%
Willacy County 2%
Zapata County 1%
Starr County 9%

**Revenue Hours Provided**

<table>
<thead>
<tr>
<th>County</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>Hidalgo County</td>
<td>12,438.21</td>
</tr>
<tr>
<td>Starr County</td>
<td>1,712.61</td>
</tr>
<tr>
<td>Zapata County</td>
<td>169.44</td>
</tr>
<tr>
<td>Cameron County</td>
<td>4,179.80</td>
</tr>
<tr>
<td>Willacy County</td>
<td>320.87</td>
</tr>
</tbody>
</table>

**Total Revenue Hours** 18,820.93

**Distribution of Revenue Miles**

Hidalgo County 69%
Cameron County 21%
Willacy County 2%
Zapata County 1%
Starr County 7%

**Revenue Miles Provided**

<table>
<thead>
<tr>
<th>County</th>
<th>Miles</th>
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</thead>
<tbody>
<tr>
<td>Hidalgo County</td>
<td>296,261</td>
</tr>
<tr>
<td>Starr County</td>
<td>30,546</td>
</tr>
<tr>
<td>Zapata County</td>
<td>3,888</td>
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<tr>
<td>Cameron County</td>
<td>89,379</td>
</tr>
<tr>
<td>Willacy County</td>
<td>7,945</td>
</tr>
</tbody>
</table>

**Total Revenue Miles** 428,019