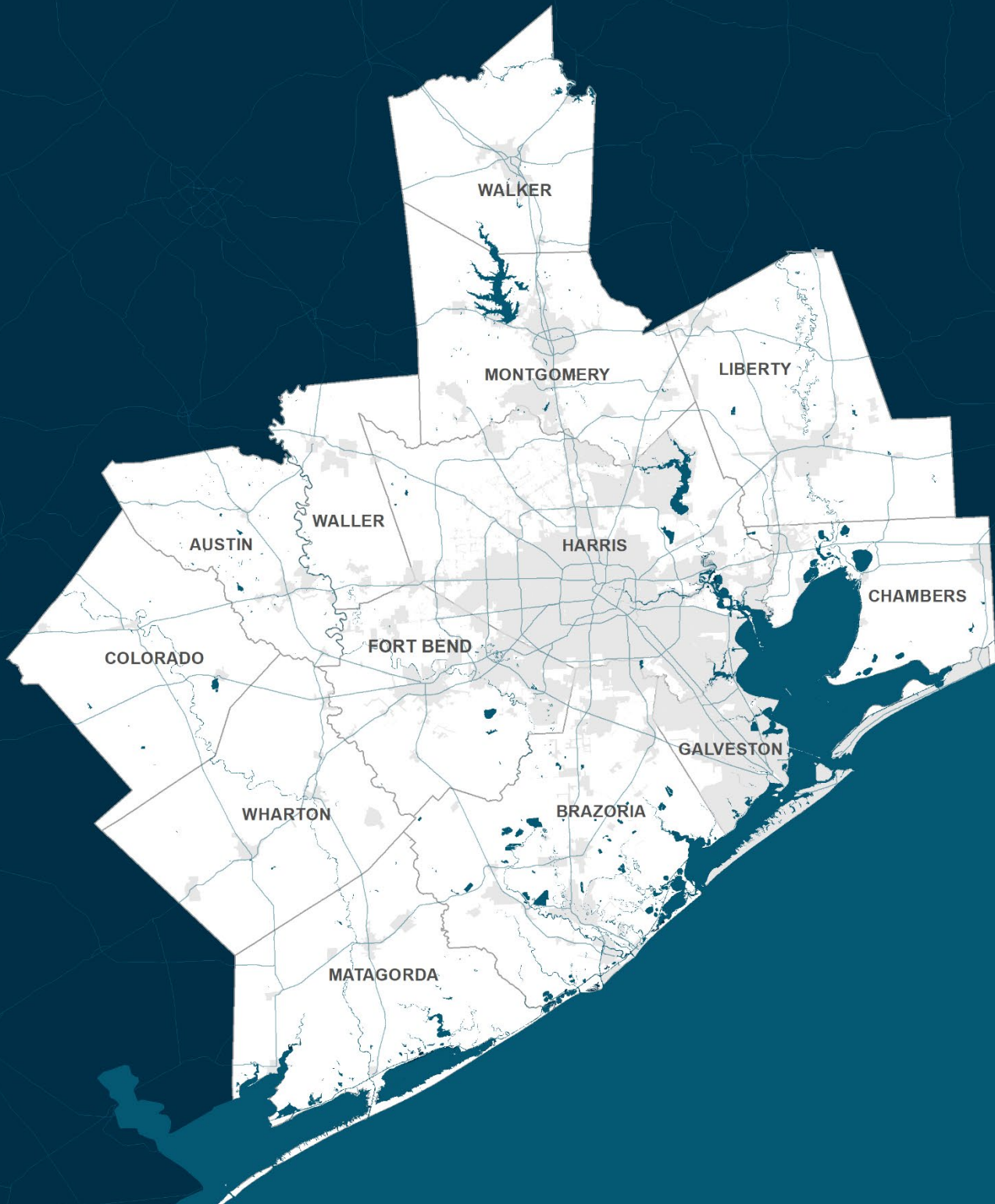


HOUSTON-GALVESTON AREA COUNCIL BOARD OF DIRECTORS

2023 MEMBER HANDBOOK



H-GAC BOARD OF DIRECTORS

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H-GAC BOARD OF DIRECTORS

2023 Calendar of Meetings

Time

Meetings begin at 10:00 a.m.

Location*

Houston-Galveston Area Council
3555 Timmons Lane
Second Floor, Conference Room B
Houston, TX 77027

Dates

Meetings are held the third Tuesday of each month; dates are as follows:

- January 17
- February 21
- March 21
- April 18
- May 16
- June 20
- July 18
- August 15
- September 19
- October 17
- November 21
- December 19

H-GAC will provide reasonable accommodations for persons attending H-GAC functions. Requests from persons needing special accommodations should be received by H-GAC staff 24 hours prior to a function. Board meetings are conducted in English and requests for language interpreters or other special communication needs should be made at least two working days prior to a function. Please call (713) 627-3200 for assistance.

* Meetings are typically held at H-GAC offices. Visit h-gac.com for up-to-date meeting information.

H-GAC BOARD OF DIRECTORS
2023 Budget and Service Plan Summary

Unified Budget			\$491,463,182
	Increase	3.93%	18,587,995
Pass-Through Funds			\$426,788,885
	Increase	1.05%	4,435,596
Operations			\$64,674,298
	Increase	28.01%	14,152,402
Increases			
Workforce		2.10%	8,669,914
Transportation		16.46%	3,177,989
Aging		18.26%	2,193,720
Capital Expenditures		196.02%	1,821,000
Data Services		22.64%	1,175,776
Public Services		14.35%	1,183,827
Shared Services		3.11%	195,920
Community and Environmental		1.65%	121,550
Local Activities		35.69%	48,300
Employee Benefits			
Released Time		14.73%	\$3,640,262
Insurance, Retirement and Social Security		31.78%	7,850,369
Total Benefits & Released Time		46.51%	\$11,490,631

H-GAC BOARD OF DIRECTORS

Fast Facts

What We Are

Regional, voluntary association of local governments serving the thirteen county Gulf Coast planning region.

Mission

H-GAC's mission is to serve as the instrument of local government cooperation, promoting the region's orderly development and the safety and welfare of its citizens.

The foundation for responsible public service in a rapidly changing region is H-GAC's program of regional planning. H-GAC provides planning programs in most areas of shared governmental concern.

All H-GAC programs are carried out under the policy direction of H-GAC's local elected official Board of Directors. H-GAC is made up of the region's local governments and their elected officials, and works together with public and private sector organizations and a host of volunteers.

The 13 counties in H-GAC's service region are: Austin, Brazoria, Chambers, Colorado, Fort Bend, Galveston, Harris, Liberty, Matagorda, Montgomery, Walker, Waller, and Wharton. There are more than 100 member cities in the region.

The Houston-Galveston Area Council is committed to assuring non-discrimination in its programs and activities to the effect that no person shall on the grounds of race, color, national origin, sex, age, disability, or income status be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any federally or non-federally funded program or activity administered by the Houston-Galveston Area Council.

Structure

Political subdivision of the State of Texas.

- Policy set by 37 member Board of Directors
 - 22 City Members
 - 14 County Members
 - 1 ISD Member

Finance

Budget and Service Plan adopted by Board annually

- Fund Sources
 - Local
 - State
 - Federal

Major Programs and Services

- Area Agency on Aging
- Community and Environmental Planning
- Cooperative Purchasing
- Data Research and Analysis
- Public Safety
- Transportation Planning
- Workforce

Staff

- 297 authorized positions
- Executive Director – Chuck Wemple
(713) 993-4514
charles.wemple@h-gac.com
- Chief Financial Officer – Nancy Haussler
(713) 993-4510
nancy.haussler@h-gac.com
- Chief Operating Officer – Onyinye Akujuo
(832) 681-2515
onyinye.akujuo@h-gac.com
- Intergovernmental Relations Director – Rick Guerrero
(713) 993-4598
rick.guerrero@h-gac.com

Social Media

- [Instagram.com/HouGalvAreaCog](https://www.instagram.com/HouGalvAreaCog)
- [Facebook.com/HouGalvAreaCog](https://www.facebook.com/HouGalvAreaCog)
- [Twitter.com/HouGalvAreaCog](https://twitter.com/HouGalvAreaCog)
- [Linkedin.com/houston-galveston-area-council](https://www.linkedin.com/company/houston-galveston-area-council)
- [YouTube.com/HouGalvAreaCog](https://www.youtube.com/HouGalvAreaCog)

H-GAC BOARD OF DIRECTORS

Frequently Asked Questions

1. What is the Houston-Galveston Area Council?

The Houston-Galveston Area Council is the region-wide voluntary association of local governments in the 13-county Gulf Coast planning region of Texas. Its service area is 12,500 square miles and contains more than 7 million people.

2. What geographic area does H-GAC cover?

- H-GAC covers thirteen counties: Austin, Brazoria, Chambers, Colorado, Fort Bend, Galveston, Harris, Liberty, Matagorda, Montgomery, Waller, Walker, and Wharton.
- The Area Agency on Aging (AAA) covers twelve of those counties, excluding Harris County.
- The Metropolitan Planning Organization (MPO) covers eight counties: Brazoria, Chambers, Fort Bend, Galveston, Harris, Liberty, Montgomery, and Waller.

3. Who sets the direction, policies, and priorities for H-GAC?

The Board of Directors sets the direction, policies, and priorities for H-GAC.

4. How big is H-GAC's budget and where does the money come from?

H-GAC's unified budget stands at more than \$491 million. Most of the money comes from a variety of grants and contracts with state and federal agencies and the majority of that money is passed through to local governments. Some revenue is generated through member dues, interest income, interlocal contracts, data sales, state planning grants, and other fees.

5. How does H-GAC select its vendors, contractors, and consultants?

H-GAC uses bids, RFPs and RFQs to select vendors, contractors, and consultants in accordance with state and federal laws.

6. What does the H-GAC staff do?

H-GAC staff keeps the many programs running in an orderly fashion and responds to requests from local governments as needed.

7. What are H-GAC's major activities?

- Community and Environmental Planning
- Transportation Planning
- Workforce
- Area Agency on Aging
- Public Safety and Security
- Cooperative Purchasing

8. What are H-GAC's major service programs for our region?

- Community and Economic Development
 - Community Enhancement Grants
 - Economic Development District
 - Hazard Mitigation Planning
 - Regional Disaster Housing Coordination

- Disaster Recovery Planning
 - Small Business Loans
- Livable Communities
 - Livable Centers
 - Parks and Natural Areas
 - Pedestrian/Bicyclist Transportation
 - Urban Forestry
- Data Analytics and Research
 - Aerial Imagery
 - LiDAR (Light Detection and Ranging)
 - STAR*Map (Southeast Texas Addressing and Referencing Map)
- Socioeconomic Modeling
 - Population Forecasting
- Solid Waste
 - Environmental Enforcement
 - Solid Waste Management
 - Storm Debris
 - Waste Facilities
 - Waste Management and Minimization
- Water Resources
 - Clean Rivers Program
 - Clean Waters Initiative
 - Regional Flood Management Council
 - Texas Stream Team
 - Total Maximum Daily Load
 - Water Quality Management
 - Watershed Protection Plans
- Human Services
 - Area Agency on Aging
 - Workforce Solutions
- Cooperative Purchasing
 - HGACBuy
 - H-GAC Energy Purchasing Corporation
- Public Safety and Security
 - 9-1-1 and Regional Emergency Communications Planning
 - Criminal Justice Planning
 - Homeland Security Planning
 - Regional Law Enforcement Training
- Air Quality Programs
 - Air Quality Planning

- Area Emission Reduction Credit Organization
 - Clean Cities
 - Clean Vehicles
 - Commute Solutions
 - Travel Demand Management
- Transportation Planning
 - Regional Transportation Plan
 - Transportation Improvement Program
 - Transportation Safety Planning

9. What is the role of advisory and technical committees?

Advisory committees are created by the Board of Directors to provide information and advice in various program areas. These are the currently active advisory committees:

- Aging and Disability Advisory Committee
- Clean Rivers Program Steering Committee
- Criminal Justice Advisory Committee
- Natural Resources Advisory Committee
- Regional Air Quality Planning Advisory Committee
- Regional Flood Management Council
- Regional Homeland Security Coordinating Council
- Solid Waste Management Committee

10. Are there any subsidiary or related organizations?

The following are all separately incorporated entities with boards appointed by H-GAC and for which H-GAC provides management.

- Area Emission Credit Reduction Organization
- Corporation for Regional Excellence
- Energy Purchasing Corporation
- Gulf Coast Economic Development District
- Gulf Coast Workforce Board
- Houston-Galveston Area Local Development Corporation
- Technical Advisory Committee—reports to Transportation Policy Council
- Transportation Policy Council

11. Does H-GAC provide money to local governments?

H-GAC passes through approximately 86.8% of its unified budget to local governments and organizations. Most of these funds require an application and expenditure is restricted by guidelines established by the agency providing the funds.

12. H-GAC is active in transportation. Can H-GAC help identify funding for my local transportation needs?

The transportation department can help identify transportation funding within the eight counties that it serves: Brazoria, Chambers, Fort Bend, Galveston, Harris, Liberty, Montgomery, and Waller. Projects need to be submitted for inclusion in the Transportation Improvement Program (TIP) in order to be considered by the Transportation Policy Council.

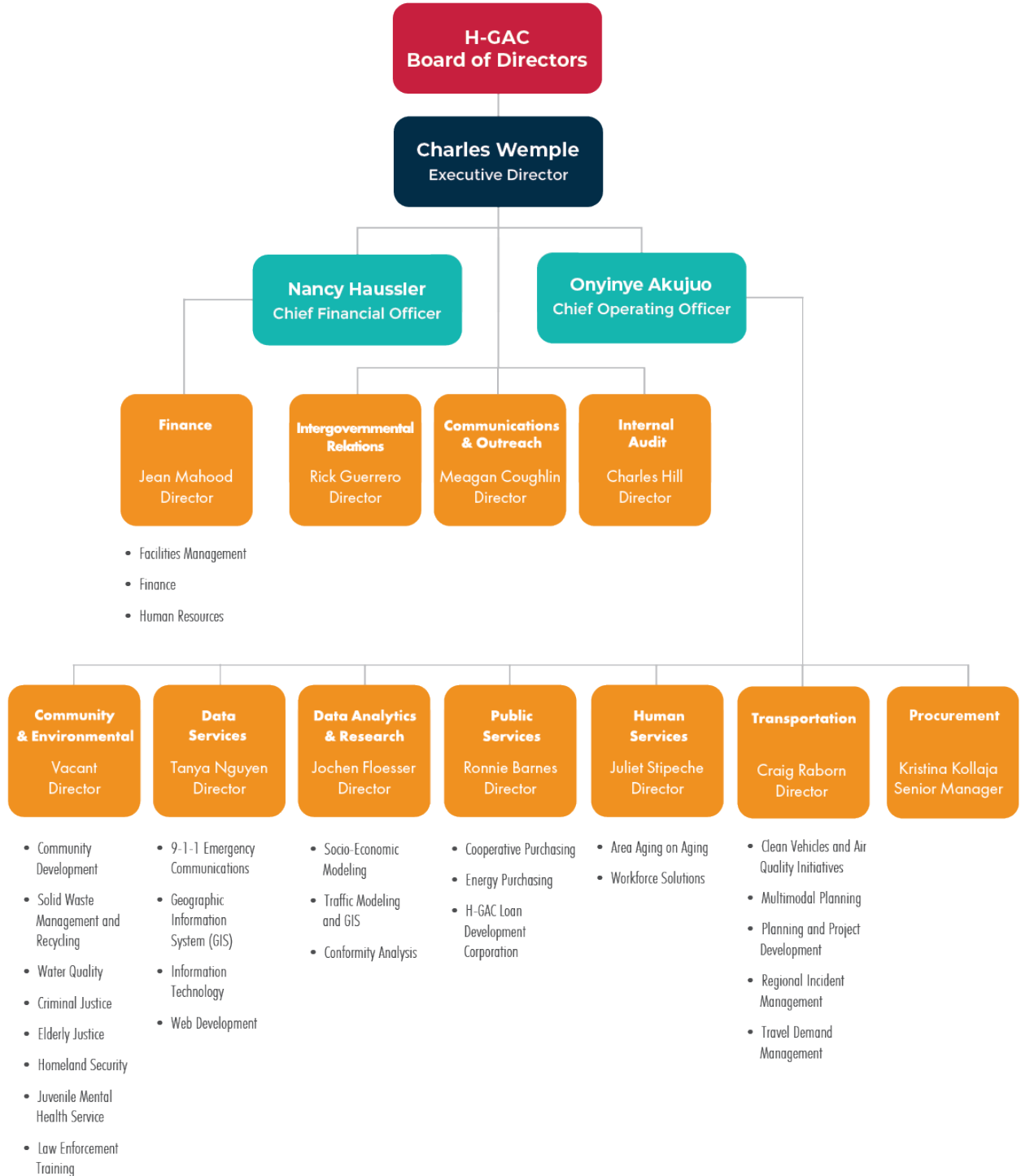
13. Will H-GAC help my local government with challenges or opportunities?

H-GAC is ready to assist local governments with any challenges that may arise and provides information regarding opportunities that provide a benefit to local governments.

14. How can I find out more about H-GAC, or a specific service? Visit our website at h-gac.com.

H-GAC BOARD OF DIRECTORS

Organizational Chart



H-GAC BOARD OF DIRECTORS
Program Staff Contacts

Program Area	Staff Contact	Direct Number
9-1-1	Kim Ward	(713) 993-2459
Aerial Imagery	Brooks Andrews	(713) 993-4519
Aging/Senior Citizens	Curtis Cooper	(713) 993-4534
Air Quality	Graciela Lubertino	(713) 993-4582
Air Quality – Conformity Analysis	Graciela Lubertino	(713) 993-4582
Bike Byways/Trails	Jamila Owens	(832) 681-2522
Census Information	Pramod Sambidi	(713) 993-2451
Clean Cities	Craig Raborn	(713) 993-4585
Clean Vehicles	Craig Raborn	(713) 993-4585
Clean Rivers	Todd Running	(713) 993-4549
Communications and Outreach	Meagan Coughlin	(713) 993-4504
Commute Solutions	Jamila Owens	(832) 681-2522
Comprehensive Planning	Cheryl Mergo	(713) 993-4520
Congestion Management	Craig Raborn	(713) 993-4585
Cooperative Purchasing – HGACBuy	Ronnie Barnes	(713) 499-6665
Crime Prevention/Crime Stoppers	Madeline McGallion	(713) 993-2427
Crime Victims	Madeline McGallion	(713) 993-2427
Criminal Justice	Madeline McGallion	(713) 993-2427
Data Analysis and Products	Jochen Floesser	(713) 993-4544
Disaster Recovery	Cheryl Mergo	(713) 993-4520
Economic Development	Omar Fortune	(713) 993-2409
Elder Abuse/Training and Victim Services	Jackie Pontello	(346)500-4260
Electronic Recycling	Erin Livingston	(832) 681-2525
Emergency Preparedness	Justin Riley	(832) 681-2548
Employment Data	Pramod Sambidi	(713) 993-2451
Evacuation Planning	Craig Raborn	(713) 993-4585

Program Area	Staff Contact	Direct Number
Floodplains/Flooding	Justin Bower	(713) 499-6653
Forecast – Population and Employment	Pramod Sambidi	(713) 993-2451
Freight and Goods Movement	Allie Isbell	(713) 993-2411
Geographic Data Workgroup	Jochen Floesser	(713) 993-4544
Household Hazardous Waste	Erin Livingston	(832) 681-2525
Juvenile Delinquency Prevention	Madeline McGallion	(713) 681-2427
Labor Market Information	Parker Harvey	(713) 993-2462
Land Cover Data	Thushara Ranatunga	(832) 681-2551
Land Use Data	Sungmin Lee	(832) 681-2561
Landfills	Erin Livingston	(832) 681-2525
Law Enforcement Training	Madeline McGallion	(713) 993-2427
Livable Centers	Cheryl Mergo	(713) 993-4520
Newly Elected Officials Workshop	Cynthia Jones	(713) 993-4591
Ombudsman Program/Nursing Homes	Lisa Hayes	(713) 993-4562
Parks	Andrea Tantillo	(832) 681-2507
Plans and Projects Review	Rick Guerrero	(713) 993-4598
Procurement	Kristian Kollaja	(713) 993-2417
Public Safety Answering Points	Kim Ward	(713) 993-2459
Public Transportation	Jamila Owens	(832) 681-2522
Rail Studies	Allie Isbell	(713) 993-2411
Recycling	Erin Livingston	(832) 681-2525
Regional Economic/Demographic Data	Pramod Sambidi	(713) 993-2451
Regional Information Security Workgroup	John Tran	(713) 993-2496
Regional Transportation Plan	Vishu Lingala	(713) 993-4561
Small Business Loans	Omar Fortune	(713) 993-2409
Solid Waste	Cheryl Mergo	(713) 993-4520
Transportation Improvement Program	Adam Beckom	(713) 993-4567
Transportation Policy Council	Craig Raborn	(713) 993-4585
Transportation Safety Council	Craig Raborn	(713) 993-4585
Trash Bash	Kendall Guidroz	(713) 993-2469

Travel Demand Modeling	Pramod Sambidi	(713) 993-2451
Water Quality/Storm Water/Wastewater	Todd Running	(713) 993-4549
Web Applications and Interactive Tools	Sungmin Lee	(832) 681-2561
Workforce Solutions	Juliet Stipeche	(713) 993-4524

H-GAC BOARD OF DIRECTORS

Department Overviews

Communications and Outreach

Meagan Coughlin, APR, Director
(713) 993-4504
meagan.coughlin@h-gac.com

H-GAC's communications and outreach department develops and manages H-GAC's intra-agency communication strategies, design service solutions, and target audience objectives:

Communications & Public Relations

- Strategic Communications Planning
- Develop Communication Plans
- Branding and Identity
- Target Audience and Message Development
- Campaign Development, Implementation, Management, and Evaluation
- Content Development and Editorial Support
- Research and Surveys
- News Releases and Media Relations
- Communication Metrics and Outcomes

Digital & Creative Services

- Graphic Design
- Branding
- Reports, Publications, Fact Sheets,
- Flyers and Brochures
- Social Media
- Digital Advertising
- Email Marketing
- Photography
- Website Content
- E-newsletter
- Video Production
- Presentations

Public Outreach & Involvement

- Develop Public Outreach Plans
- Grassroots Outreach and Community Relations
- Environmental Justice Outreach
- Public Meeting Coordination and Implementation

Community and Environmental

H-GAC's community and environmental planning department improves the quality of life in the H-GAC region by planning for orderly growth, encouraging economic development, guiding local and regional planning to maintain and enhance the region's natural environment. Programs include:

Community and Economic Development

H-GAC supports a broad spectrum of community and economic development programs that oversee federal and state grant programs to address wastewater and drinking water grants in rural communities and small cities, downtown revitalization, and community beautification projects.

- Community Enhancement Grants
- Economic Development District
- Hazard Mitigation Planning
- Regional Disaster Housing Coordination
- Disaster Recovery Planning
- Small Business Loans

Livable Communities

Livable communities programs strive to establish a high quality of life through creation of livable centers, pedestrian and bicyclist improvements, urban forestry, parks and open spaces, and community enhancement grants.

- Green Schools
- Livable Centers
- Parks and Natural Areas
- Pedestrian/Bicyclist Transportation
- Urban Forestry

Public Safety and Security

- Criminal Justice Planning—reviewing and recommending funding priorities for grants to local organizations for criminal justice, juvenile justice, and victim assistance projects.
- Homeland Security Planning—funding recommendations and plans to provide for the region's security.
- Regional Law Enforcement Training—funding for local law enforcement academies to provide basic and in-service training for local peace officers.

Solid Waste

H-GAC is the state-designated planning agency for solid waste management issues in the region. The H-GAC Solid Waste Program reviews applications for landfill permits and solid waste grants. H-GAC provides technical assistance to

local governments on solid waste issues, as well as continuing education opportunities for local governments and solid waste professionals.

- Environmental Enforcement
- Solid Waste Management
- Storm Debris
- Waste Facilities
- Waste Management and Minimization

Water Resources

H-GAC has several water resources programs and initiatives in cooperation with local communities, state, and federal agencies. Activities range from identifying and resolving water quality issues, providing data and technical assistance, public outreach activities, and volunteer opportunities.

- Clean Rivers Program
- Clean Waters Initiative
- Regional Flood Management Council
- Texas Stream Team
- Total Maximum Daily Load
- Water Quality Management
- Watershed Protection Plan

Data Analytics and Research Department

Jochen Floesser, Director
(713) 993-4544
jochen.floesser@h-gac.com

H-GAC's newly formed data analytics and research team focuses on developing robust data models and forecasts for local and regional economic development, transportation planning, air quality, population growth, land use, and flood mitigation. This information is available to local governments in the 13-county region, community partners, institutes of higher learning, state, and federal agencies to use for their planning purposes.

Socioeconomic Modeling

We collect and analyze socioeconomic data. Analytical products are socioeconomic forecasts.

- **8-County Population Forecast**
The 8-County Forecast projects future population and job growth in the eight more urban counties of the H-GAC region: Brazoria, Chambers, Fort Bend, Galveston, Harris, Liberty, Montgomery, and Waller. Its primary purpose is to support regional transportation planning. H-GAC also uses the forecast for other long range planning purposes.
- **5-County Population Forecast**
The 5-County Forecast covers the five more rural counties in the region: Austin, Colorado, Matagorda, Walker, Wharton. The primary purpose of this forecast is to support H-GAC's long range planning efforts.

Transportation and Air Quality Modeling

- Develop and maintain 8-county transportation modelling network.
- Conduct conformity analysis for Regional Transportation Plan and Transportation Improvement Program to determine compliance with federal air quality standards.

Geographic Information Systems

- Mapping services—cooperative acquisition of aerial imagery and LiDAR high resolution images.
- STAR*Map—regional base map used by agencies throughout the region for planning and public service delivery.

Data Services

Tanya Nguyen, Director
(713) 993-4569
tanya.nguyen@h-gac.com

H-GAC's data services department manages H-GAC's information technology services including the agency and geographic information system. In this capacity it also provides support for:

- Workforce Solutions system—area-wide internet services for career centers.
- 9-1-1 emergency communications—geographic information system used by public safety answering points.

Human Services

Juliet Stipeche, Director
(713) 993-4524
juliet.stipeche@h-gac.com

H-GAC's human services department provides services primarily to individuals throughout the region.

- Area Agency on Aging
- Texas Gulf Coast Aging and Disability Resource Center
- Workforce Solutions

Area Agency on Aging

H-GAC's Area Agency on Aging manages the Older Americans Act and other state funded programs such as congregate and home-delivered meals, homemaker or housekeeping services, transportation, respite care, information and assistance, legal and benefits counseling, case management, personal care, emergency response, residential repair, nutrition education, ombudsman advocacy, and elder abuse awareness in all counties in the region except Harris.

Texas Gulf Coast Aging and Disability Resource Center

The Texas Gulf Coast Aging and Disability Resource Center specializes in making the process of navigating the complex system of private and nonprofit services easier for older adults and individuals with disabilities.

Workforce Solutions

Workforce Solutions provides comprehensive human resource services for businesses and residents of the 13-county region. Workforce Solutions helps employers solve workforce-related business problems and helps area residents build careers, so that both can better compete in the changing worldwide economy. Services are provided at 27 career centers located throughout the region.

Public Services

Ronnie Barnes, Director
(713) 499-6665
ronnie.barnes@h-gac.com

H-GAC's public services department encompasses two major program areas offering products and services to local governments:

Cooperative Purchasing

- HGACBuy assists its members by executing competitively priced contracts for goods and services commonly used by local governments.
- H-GAC Energy Purchasing Corporation provides competitive purchasing of electricity for its local government members through pre-negotiated contracts.

Economic Recovery Loans

Loans with 5-year repayment terms to help businesses affected by economic challenges, recover, grow, thrive, and contribute to the economic fabric of their communities. Loan amounts are up to \$50,000 and proceeds may be used for real estate, construction, equipment, and working capital with a minimum interest rate of 4%.

Houston-Galveston Area Local Development Corporation

- SBA 504 Loan Program Loans—offer lower, fixed interest rates and 20-year repayment terms. Projects include fixed assets and typically range from \$500,000 up to \$10 million.
- Business Loan Fund—offers loans with 10-year repayment terms for real estate, construction, equipment, and working capital with a minimum interest rate of 4%. Projects typically range from \$100,000 to \$300,000.
- Economic Recovery Loans—Loans with 5-year repayment terms to help businesses affected by economic challenges, recover, grow, thrive, and contribute to the economic fabric of their communities. Loan amounts are up to \$50,000 and proceeds may be used for real estate, construction, equipment, and working capital with a minimum interest rate of 4%.

Transportation

Craig Raborn, Director
(713) 993-4585
craig.raborn@h-gac.com

H-GAC is the metropolitan planning organization for transportation planning in the eight-county Houston-Galveston area including Brazoria, Chambers, Fort Bend, Galveston, Harris, Liberty, Montgomery, and Waller counties. H-GAC's Transportation Policy Council approves the Regional Transportation Plan and Transportation Improvement Program.

Air Quality Programs

H-GAC's transportation department assists the region's efforts to attain the federal Clean Air Act air quality standards.

- Area Emission Reduction Credit Organization—promotes clean air projects with an economic benefit, including clean school bus projects.
- Clean Cities/Clean Vehicles—grants and loans to purchase cleaner vehicles or retrofit existing vehicles with cleaner technology.
- Commute Solutions—programs that reduce congestion and vehicle emissions such as vanpools, ridesharing, and telework.
- Air Quality Planning—studies that enable the region to continue to meet air quality standards while maintaining regional mobility.

Regional Transportation Plan

The Regional Transportation Plan (RTP) identifies highway, transit, and other transportation projects needed to keep up with expected population growth in the Houston-Galveston region through the next thirty years.

Transportation Improvement Program

The Transportation Improvement Program (TIP) is a comprehensive listing of transportation projects approved for funding and implementation within a four-year period. Projects selected for the TIP are priorities for the region in all transportation areas including transit, roadway and highways, bicycle and pedestrian, preventive maintenance, rehabilitation, and transportation operations.

Transportation Safety Planning

The aim of the Transportation Safety Program is to improve traffic safety throughout the eight-county metropolitan planning organization region. The Transportation Safety Program has three goals: identify and monitor safety issues, implement roadway safety improvements at hazardous locations; and, support the safety efforts of other community organizations and agencies.

Other Planning Initiatives

H-GAC also promotes improved mobility by conducting special studies. These include access management studies that identify low-cost mobility improvement, goods movement studies, local and regional transit studies, and projects that address orderly evacuation in the event of a hurricane or other disaster.

H-GAC BOARD OF DIRECTORS

Corporation for Regional Excellence

Overview

Chuck Wemple, Executive Director
(713) 993-4514
charles.wemple@h-gac.com

The Corporation for Regional Excellence is the non-profit arm of the Houston-Galveston Area Council. The Corporation provides financial support to enhance the programs and services of H-GAC and local governments in the H-GAC region. The Corporation is a 501(c)(3) organization and may receive contributions from public and private organizations as well as individuals.

Local governments wishing to utilize the Corporation can make an application for an account by letter. The application should include:

- applicant name
- area to be served
- activities or projects
- signature of authorizing official

The applicant is responsible for obtaining contributions and directing them to the Corporation for Regional Excellence. Funds donated on behalf of the applicant will be distributed according to the applicant's instructions.

Priority funding areas for the Corporation are childcare, workforce development, senior services, regional transportation planning, environmental planning, health care and emergency medical services, public safety and emergency preparedness, and other programs that promote regional cooperation and the region's quality of life including flood control, economic development, geographic information systems and other regional issues.

Service Area

Serving local governments in the 13-county region.

Funds Submittal

Checks made to the Corporation for Regional Excellence should be mailed to:
H-GAC Corporation for Regional Excellence
P.O. Box 22777
Houston, TX 77227-2777

Purpose

Provides financial support to enhance the programs and services of H-GAC and local governments in the H-GAC region. The Corporation is a 501(c)(3) organization and may receive contributions from public and private organizations as well as individuals.

Nominations Accepted From

Board Chair.

Meeting Frequency

Annually.

Membership Requirements

Must be member of H-GAC Board of Directors.

Terms

Three Years.

H-GAC BOARD OF DIRECTORS

Advisory Committees and Affiliate Groups

Advisory Committees

- Aging and Disability Advisory Committee
- Clean Rivers Program Steering Committee
- Criminal Justice Advisory Committee
- Natural Resources Advisory Committee
- Regional Air Quality Planning Advisory Committee
- Regional Flood Management Council
- Regional Homeland Security Coordinating Council
- Solid Waste Management Committee

Affiliate Groups

- Area Emission Reduction Credit Organization
- Corporation for Regional Excellence
- Energy Purchasing Corporation
- Geographic Data Workgroup
- Gulf Coast Economic Development District
- Gulf Coast Regional 9-1-1 Emergency Communications District
- Gulf Coast Workforce Board
- Houston-Galveston Area Local Development Corporation
- Transportation Policy Council

Ageing and Disability Advisory Committee

Curtis Cooper, Manager
Area Agency on Ageing and Ageing and Disability Advisory Committee
(713) 993-4534
curtis.cooper@h-gac.com



Purpose

Advise H-GAC Board of Directors on needs, services, and programs for older citizens in 12 H-GAC counties (all but Harris).

Nominations Accepted From

H-GAC Board; other interested parties can nominate at-large members.

Membership Requirements

25 members as follows:

- Older individuals. At least 51% of the Committee members will be individuals who are 60 years of age or older.
- Minority individuals. The Committee's members will reflect the population of the 12-county service area.
- Required members.
 - At least one member shall represent health care providers
 - At least one member shall represent supportive services organizations
 - At least one member shall be a veteran
 - At least one member shall represent local behavioral health/intellectual and developmental disability authorities
 - At least one member shall represent local Centers for Independent Living
 - At least one member shall represent a local office of the Texas Health and Human Services Commission
 - At least one member shall represent the Area Agency on Aging
- Other members. The balance of the membership may include:
 - Members of the general public with an interest in services for older individuals
 - Members representing older individuals, individuals with disabilities, and family caregivers
 - Local elected officials
 - Local members of the Texas Silver Haired Legislature

Meeting Frequency

At least monthly.

Terms

Two Years.

Area Emission Reduction Credit Organization

Jim Mahood, Senior Program Coordinator
(832) 681-2511
cleanvehicles@h-gac.com



Purpose

Promotes coexistence of air quality improvement and economic development by generating and trading emission reduction credits, as well as, receiving and disbursing funds from local Supplemental Environmental Projects (SEPs) and donations to the Clean School Bus Program.

Nominations Accepted From

H-GAC Board, other elected officials, interested organizations.

Membership Requirements

18 members appointed by the H-GAC Board of Directors as follows:

- Members shall represent the general public, large industrial sources of emissions, small-regulated businesses, and environmental and economic development interests.
- Each county in the non-attainment area shall be represented on the AERCO board.
- Sub-areas within the non-attainment area will be represented in a manner that reflects the relative contribution of each sub-area to total emissions or potential emission reductions.
- At least nine of the members shall represent entities and organizations from Harris County.

Meeting Frequency

When needed, with a minimum of four meetings per year.

Terms

Three Years.

Clean Rivers Program Steering Committee

Todd Running, Water Resources Program Manager
(713) 993-4549
todd.running@h-gac.com



Purpose

Serves as the primary forum for discussion of various water quality issues raised through the assessment process and advises staff on all administrative matters related to the Clean Rivers Program, including work plan and budget development, monitoring of progress toward project milestones, and review of the draft and final basin reports and other work items.

Nominations Accepted From

Appointed by entities represented on committee.

Membership Requirements

No set requirements. Membership should reflect a balance of public and private interests.

Meeting Frequency

Two to three times per year.

Terms

No term limits.

Criminal Justice Advisory Committee

Madeline McGallion, Public Safety Program Manager
(713) 993-2427
madeline.mcgallion@h-gac.com

Purpose

Advise the Houston-Galveston Area Council Board on law enforcement and criminal justice issues, recommending funding priorities for criminal justice grants and other regional criminal justice issues.

Nominations Accepted From

H-GAC Board and H-GAC staff.

Membership Requirements

Up to 31 primary members, appointed by the H GAC Board of Directors. Each member should have a designated alternate who is also appointed by the H-GAC Board of Directors. Alternate members should represent the same interest group as his/her primary counterpart. The term of alternates shall be concurrent with the term of his/her counterpart.

Member composition must include representatives from law enforcement, prosecution, courts, corrections, juvenile justice, victim services, drug abuse prevention, mental health, and education. This committee must maintain a good mix of representation from all disciplines. No discipline or interest group can have the majority of member representation.

- 1 - Austin County
- 2 - Brazoria County
- 1 - Chambers County
- 1 - Colorado County
- 2 - Fort Bend County
- 2 - Galveston County
- 5 - Harris County
- 1 - Liberty County
- 1 - Matagorda County
- 1 - Walker County
- 1 - Waller County
- 1 - Wharton County
- 5 - City of Houston
- 5 - At Large

Meeting Frequency

At least four times per year.

Terms

Two Years.

Energy Purchasing Corporation

Gwen Norman, Manager
(713) 993-2420
gwen.norman@h-gac.com



Purpose

Acts as an agent to negotiate the purchase of electricity on behalf of participating political subdivisions.

Nominations Accepted From

Board Chair.

Membership Requirements

Must be member of H-GAC Board of Directors.

Meeting Frequency

At least annually.

Terms

One Year.

Geographic Data Workgroup

Jochen Floesser, Director
(713) 993-4544
jochen.floesser@h-gac.com



Purpose

A consortium of regional area geographical data users (primarily GIS - Geographic Information Systems) who are both public and private organizations and are involved in the process of collectively sharing, distributing, and acquiring digital geospatial data.

Nominations Accepted From

Anyone

Membership Requirements

- Commitment to and interest in geospatial data and the advancement of the GIS industry.
- Local, regional, and in rare cases state presence.

Meeting Frequency

Monthly, or as needed.

Terms

No term limits.

Gulf Coast Economic Development District

Darryl Briscoe, Economic Development Planner – Public Services
(713) 499-6686
darryl.briscoe@h-gac.com



Purpose

Assist and advise elected officials in their decision-making responsibilities by making recommendations on issues related to economic development. Provide oversight to H-GAC's economic development planning programs in the Gulf Coast planning region.

Nominations Accepted From

H-GAC Board, counties, and cities that have joined and resolved to support the Gulf Coast Economic Development District (GCEDD).

Membership Requirements

28 members approved by the H-GAC Board of Directors as follows:

- Thirty-five percent of the GCEDD Board shall be comprised of (at least one from each) the private sector, executive director of chambers of commerce, economic development corporation, or institution of post-secondary education, workforce development groups or labor groups primary members appointed by H GAC.
- A simple majority of the GCEDD shall be elected officials and/or employees of governments from each county represented on the H-GAC Board and the cities of Houston, Baytown, Pasadena, Galveston, and Texas City.

Meeting Frequency

Quarterly.

Terms

Two Years.

Gulf Coast Workforce Board

Juliet Stipeche, Human Services Director
(713) 993-4524
juliet.stipeche@h-gac.com



Purpose

To provide policy guidance, planning, oversight, and evaluation for the Gulf Coast region's public workforce system.

Nominations Accepted From

- Private sector business representatives must be nominated by general purpose local business organizations, such as chambers of commerce.
- Education, labor, community-based organizations, economic development, literacy, veterans, and early education and care representatives nominated by interested organizations.
- Representatives of the employment service, the vocational rehabilitation system, and the welfare system nominated by respective state agencies.
- Each of the 13 county judges and the mayor of the City of Houston appoint members representing his or her respective jurisdiction. H-GAC Board of Directors confirms.

Membership Requirements

37-67 members distributed as follows:

- 1 - Each county with population under 100,000
- 2 - Each county with population between 100,000 and 200,000
- 3 - Each county with population between 200,000 and 1,000,000
- 18 - Each county with population over 1,000,000
- 24 - Each city with population over 1,000,000
- 3 - Each regional office of state agencies

The Texas Workforce Commission must approve all appointments.

Meeting Frequency

First Tuesday of every other month.

Terms

Two Years.

Houston-Galveston Area Local Development Corporation

Omar Fortune, Senior Manager
(713) 993-2409
omar.fortune@h-gac.com



Purpose

To implement Small Business Administration Section 504 loan program. This program makes long-term moderate interest loans to eligible small businesses for financing on fixed assets.

Nominations Accepted From
H-GAC Board of Directors.

Membership Requirements

27-31 members approved by H-GAC Board of Directors as follows:

- 14 - at least one from each county represented on the H-GAC Board except Harris County, which has at least two representatives.
- 13 - at least one each from local governments, private business organizations, lending institutions, and community organizations dedicated to economic development.

Meeting Frequency

At least twice annually.

Terms

Two Years.

Natural Resources Advisory Committee

Cheryl Mergo, Senior Manager
(713) 993-4520
cheryl.mergo@h-gac.com

Purpose

To advise the H-GAC Board of Directors and staff on environmental and natural resource issues.

Nominations Accepted From

Natural Resources Advisory Committee and H-GAC Board of Directors county representatives.

Membership Requirements

36 members as follows:

- 13 - one from each county represented on the H-GAC Board.
- 23 recommendation by the Natural Resources Advisory Committee as follows:
 - 1 - City of Houston Water Resource Representative
 - 1 - Harris County Pollution Control
 - 1 - Harris County Flood Control
 - 1 - Harris County Public Health and Environmental Services
 - 1 - Gulf Coast Waste Disposal Authority
 - 1 - Professional Organizations Related to Environmental Issues
 - 1 - Soil and Water Conservation Representative
 - 1 - Public Health Representative
 - 1 - River Authority Representative
 - 1 - Builder/Developer Representative
 - 3 - Environmental Groups
 - 1 - Consulting Engineer Representative
 - 1 - Electric Utility Representative
 - 2 - Cities other than Houston
 - 2 - Industry
 - 2 - Chambers of Commerce
 - 2 - Private Citizens

Advisory members TBD as needed

Meeting Frequency

Quarterly.

Terms

Two Years.

Regional Air Quality Planning Advisory Committee

Andrew DeCandis, Principal Planner
(832) 681-2589
andrew.decandis@h-gac.com

Purpose

To advise the Houston-Galveston Area Council Board and, as appropriate, the Transportation Policy Council on air quality issues.

Nominations Accepted From

H-GAC Board and interested organizations.

Membership Requirements

27 members appointed by the H-GAC Board.

- Membership generally represents the eight non-attainment counties (Brazoria, Chambers, Fort Bend, Galveston, Harris, Liberty, Montgomery, and Waller), City of Houston, other cities, pollution control officers, industry, environmental organizations, citizens, organizations, area associations, Greater Houston Partnership, Transportation Policy Council, METRO, and TxDOT.

Meeting Frequency

Monthly as needed; at least eight times each year.

Terms

Two Years.

Regional Flood Management Council

Cheryl Mergo, Senior Manager
(713) 993-4520
cheryl.mergo@h-gac.com

Purpose

Assist and advise elected officials in their decision-making responsibilities by making recommendations on issues related to all aspects of flood management in the Gulf Coast planning region.

Nominations Accepted From

H-GAC Board.

Membership Requirements

28 primary members and their designated alternates appointed by the H-GAC Board as follows:

- 1 - representative from each county in the H-GAC region.
- 1 - representative from each city in the H-GAC region with population over 50,000 population.
- 4 - at-large representatives from cities with less than 50,000 population.
- 1 - representative from each of the five river authorities with jurisdiction within the H-GAC region.

Meeting Frequency

Quarterly.

Terms

Two Years.

Regional Homeland Security Coordinating Council

Justin Riley, Principal Public Safety Planner
(832) 681-2548
justin.riley@h-gac.com

Purpose

To assist and advise elected officials in their decision-making responsibilities on matters related to regional homeland security related issues.

Nominations Accepted From

H-GAC Board, H-GAC staff, elected officials.

Membership Requirements

Membership is composed of at least 14 primary and 14 alternate members appointed by the H-GAC Board of Directors.

- Primary members will represent emergency management personnel.
- Alternate members should represent emergency management and other first responder personnel.
- Each county in the H-GAC region, as well as, the City of Houston should have one primary and one alternate member.
- The H-GAC Board can also appoint up to five at-large members.

Meeting Frequency

As needed.

Terms

Two Years.

Solid Waste Management Committee

Cheryl Mergo, Senior Manager
(713) 993-4520
cheryl.mergo@h-gac.com

Purpose

Assist and advise elected officials in their decision-making responsibilities by making recommendations on issues related to solid waste management in the Gulf Coast planning region.

Nominations Accepted From

H-GAC Board, Solid Waste Management Committee members.

Membership Requirements

35 primary members and their designated alternates (maximum) appointed by the H GAC Board as follows:

- 3 - Non-profit organization (with a solid waste emphasis)
- 3 - Citizen/environmental groups
- 8 - Industry-with representation from recycling, composting, hauling and disposal
- 7 - Subregions 1-7
- 3 - Subregion 8 - comprised of:
 - 1 - City of Houston
 - 1 - Harris County
 - 1 - Open
- 4 - Minimum - At-large local government (may be from any sub-region and one of the at-large members will have a local enforcement emphasis)

Meeting Frequency

Quarterly.

Terms

Two Years.

Transportation Policy Council

Craig Raborn, Director
(713) 993-4585
craig.raborn@h-gac.com



Purpose

Provides policy guidance and overall coordination of the transportation planning activities within the eight-county metropolitan region. Selects and/or approves federal funding for highway and transit projects in the eight counties.

Nominations Accepted From

Designated members. Two appointments made by the H-GAC Board.

Membership Requirements

28 primary members and their designated alternates appointed by designated members:

- 1 - City of Baytown
- 1 - City of Conroe
- 1 - City of Galveston
- 3 - City of Houston
- 1 - City of League City
- 1 - City of Missouri City
- 1 - City of Pasadena
- 1 - City of Sugar Land
- 1 - City of Texas City
- 1 - Brazoria County
- 1 - Chambers County
- 1 - Fort Bend County
- 1 - Galveston County
- 2 - Harris County
- 1 - Liberty County
- 1 - Montgomery County
- 1 - Waller County
- 1 - Metropolitan Transit Authority
- 2 - Texas Department of Transportation
- 1 - Houston-Galveston Area Council
- 1 - At-large city appointee by H-GAC for smaller (less than 50k population) city in Harris County
- 1 - Other Transportation Interests appointee by TPC
- 1 - Gulf Coast Rail District

Meeting Frequency

Monthly.

Terms

One Year.

H-GAC BOARD OF DIRECTORS

Bylaws

Article I – Organization and Purpose

Section 1

The Houston-Galveston Area Council is the voluntary association of local governments for Austin, Brazoria, Chambers, Colorado, Fort Bend, Galveston, Harris, Liberty, Matagorda, Montgomery, Walker, Waller, and Wharton counties comprising the Gulf Coast State Planning Region designated by the Governor of Texas.

Section 2

The Houston-Galveston Area Council's purpose is to assist local governments in serving today and helping to plan for tomorrow. The Houston-Galveston Area Council shall function as a Regional Planning Commission under Ch. 391 of the Texas Local Government Code and may exercise powers conferred on it by State Law or by its member local governments.

Article II – Membership

Section 1

Membership in the Houston-Galveston Area Council shall be voluntary. Any County, City, or Independent School District located in whole or in part within the Gulf Coast State Planning Region may become a member by appropriate action of its governing body, and payment of dues.

Section 2

A member of the Houston-Galveston Area Council may withdraw from membership by action of its governing body. Governmental entities may be readmitted to membership by complying with the provisions of Section 1 of this Article.

Article III – General Assembly

Section 1 (Membership)

The General Assembly shall consist of delegates from all member governmental entities of the Council.

Section 2 (Composition)

All members of the General Assembly shall be elected officials of the Commissioner's Court, City Council, or Independent School District Board of Trustees which they represent.

- The Commissioners' Court of each member County shall select two (2) elected officials as representatives and two (2) elected officials as alternates to the General Assembly, all of whom shall be members of the Commissioners' Court.
- The City Council of each member city having a population of 100,000 or more according to the most recent Federal Census shall select two (2) of its members as representatives and two (2) of its members as alternates to the General Assembly.
- Each member city with a population not in excess of 99,999 according to the most recent Federal Census shall select one (1) member of its governing body as its representative and one (1) member of its governing body as an alternate to the General Assembly.
- Each member independent school district shall select one (1) member of its governing body as its representative and one (1) member of its governing body as an alternate to the General Assembly.

- In the event that a representative to the General Assembly becomes ineligible to serve or resigns, the representative's duly appointed alternate shall assume the duties and exercise the powers of that representative. In the event that a representative to the General Assembly is unable to attend a meeting of the General Assembly, the representative's duly appointed alternate shall assume the duties and exercise the powers of that representative for that meeting.

Article IV – General Assembly Meetings

Section 1 (Meetings)

The Chair shall call an Annual Meeting of the General Assembly in the first quarter of each year. The Annual Meeting's principal business will be to hear a report of the Houston-Galveston Area Council's activities for the preceding year and to determine the Council's officers for the current year.

Article V - Offices and Election

Section 1 (Officers)

The Officers of the Houston-Galveston Area Council will be Chair, Chair Elect, and Vice Chair. All officers shall be members of the General Assembly and the Board of Directors.

Section 2 (Officer Nominations)

The Chair shall annually appoint an Elections Committee, which shall consist of not less than three, nor more than seven members of the Board of Directors, including any past Presidents or past Chairs currently serving on the Board of Directors. During appointment of the Elections Committee, the Chair will call for any interest from the Board members to be considered for nomination to an officer position. The Elections Committee shall recommend nominees for the offices listed in Section 1 for consideration by the Board of Directors. The Board of Directors will select nominees for Officers not less than one month before the Annual Meeting of the General Assembly.

Section 3 (Officer Election)

A ballot containing the Board of Directors recommended officer nominees shall be provided to each representative of the General Assembly at least fifteen days prior to the Annual Meeting. The Ballot shall allow write-in votes to be cast for each position. Ballots shall be returned to the Elections Committee for tabulation in accordance with the instructions on the ballot form.

Section 4 (Ballot Tabulation)

The Elections Committee shall receive the ballots immediately prior to the Annual Meeting. The Elections Committee shall tabulate all ballots and shall announce its tabulation at the Annual Meeting. Officers shall be elected by a simple majority of the ballots cast.

Section 5 (Officer Vacancies)

Should a vacancy occur in the office of the Chair, the Chair Elect shall become Chair for the balance of the unexpired term. Should a vacancy occur in the office of Chair Elect, the Vice Chair shall become Chair Elect for the balance of the unexpired term. Should a vacancy occur in the office of Vice Chair, the Elections Committee shall submit the name of a member of the Board of Directors to serve the balance of the unexpired term. Additional nominations by the Board of Directors shall be in order. Election shall be through a simple majority of the Board of Directors.

Article VI – Board of Directors

Section 1 (Responsibility and Officers)

The Board of Directors shall be the governing body of the Houston-Galveston Area Council. It shall be responsible for

the general policies and programs of the Houston-Galveston Area Council and for control of its funds. The Chair of the Houston-Galveston Area Council, or if absent, the Chair Elect, or if absent, the Vice Chair, shall preside at meetings of the Board of Directors. In the event all officers are absent, members present shall designate a presiding officer. The Vice Chair shall also serve as Chair of the Board's Finance and Budget Committee and shall attest the official actions of the Board as necessary.

In the event of a declared Federal, State or Local emergency or disaster, and the H-GAC Board of Directors is unable to convene in a duly or special called meeting, H-GAC Board officers, can exercise temporary authority to empower the Executive Director to authorize related procurements, or agreements which require immediate action related to declared emergency or disaster. All agreements, or procurements must be presented for ratification at the next duly or special called meeting of the H-GAC Board.

Section 2 (Terms and Method of Appointment)

The Board of Directors of the Houston-Galveston Area Council shall serve terms of one year to begin January 1 and shall be composed of representatives of the General Assembly as follows:

- One (1) representative and one (1) alternate from each member County except Harris County, which shall have two (2) representatives and two (2) alternates, selected by the Commissioners' Court of each member County.
- One (1) representative and one (1) alternate from each member Home Rule City over 25,000 population except the City of Houston which shall have two (2) representatives and two (2) alternates, selected by the City Councils of such member cities.
- The Houston Independent School District General Assembly representative and alternate.
- Two (2) representatives and two (2) alternates representing all member Home Rule Cities, with populations under 25,000, selected by and from the General Assembly representatives of member Home Rule Cities by mutually agreeable procedure.
- Two (2) representatives and two (2) alternates representing all member General Law Cities, selected by and from the General Assembly representatives of member General Law Cities by mutually agreeable procedure.
- One (1) representative and one (1) alternate representing all member independent school districts, other than the Houston Independent School District, selected by and from the General Assembly representatives of member independent school districts by mutually agreeable procedure.
- In the event that a representative to the Board of Directors becomes ineligible to serve or resigns, the representative's duly appointed alternate shall assume the duties and exercise the powers of that representative. In the event a representative to the Board of Directors is unable to attend a meeting of the Board of Directors, the representative's duly appointed alternate shall assume the duties and exercise the powers of that representative for that meeting.
- The Board Chair shall appoint a member of the state legislature as an ex-officio non-voting member of the Board of Directors. The term of this member will be coterminous with the term of the Chair.

Section 3 (Meetings)

The Board of Directors shall meet monthly at a time and place it shall designate. Special meetings of the Board of Directors may be called by the Chair or by written request of at least four (4) members of the Board of Directors.

Section 4 (Quorum)

A simple majority of the Board of Directors shall constitute a quorum for the transaction of all business. When a quorum is present, the majority vote of members present shall decide any question under consideration, except Bylaw amendments.

Section 5 (Rules of Procedure)

The Board of Directors may establish rules of procedure for its meetings to assure efficient and orderly transaction of business. An item may be placed on the agenda of the Board of Directors if so requested by at least six Board members.

Section 6 (Committees)

Committees may be created, modified, or dissolved upon recommendation of the Chair and confirmation by the Board of Directors. Committees created by this Board will include a Chair and Vice Chair position. In the event officers are absent, members present shall designate a presiding officer.

Article VII – Executive Director

Section 1 (Employment)

The Board of Directors shall employ an Executive Director who shall serve at the pleasure of the Board of Directors.

Section 2 (Responsibilities of Executive Director)

The Executive Director shall be the chief administrative officer of the Houston-Galveston Area Council, and shall, subject to the rules and regulations of the Board of Directors, act for and in the name of the Houston-Galveston Area Council and appoint and remove all subordinate employees of the Houston-Galveston Area Council. The Executive Director shall, subject to the rules and regulations of the Board of Directors, acquire and/or dispose of all materials, equipment and property required for the operation of the Houston-Galveston Area Council.

Article VIII – Finance

Section 1 (Dues Schedule)

Each member of the Houston-Galveston Area Council shall pay annual dues on the basis of the following schedule

- Counties, cities, and towns shall pay annually \$200.00 or four cents (\$.04) per capita, whichever is greater.
- Population figures shall be as set forth in the most recent Federal Census.
- School Districts shall pay annually \$200.00 each or three cents (\$.03) per Average Daily Attendance for the most recent Federal Census year, whichever is greater.

Section 2 (Annual Dues)

Each member shall pay an amount equal to one year's dues to the Houston-Galveston Area Council within thirty (30) days from the date of joining. Annual dues shall be paid by January 1 of each calendar year.

Section 3 (Members in Arrears)

A member more than six months in arrears in its dues may be denied voting privileges until dues are paid.

Section 4 (Fund Sources)

The Houston-Galveston Area Council may apply for, contract for, receive and expend funds from the State of Texas, the Federal Government, or any other source. The Houston-Galveston Area Council shall have no power to tax.

Section 5 (Depository and Expenditures)

Funds of the Houston-Galveston Area Council shall be kept in a depository designated by the Board of Directors and shall be expended in accordance with policies adopted by the Board of Directors.

Section 6 (Bond and Insurance)

The Board of Directors shall maintain Fidelity Bond coverage of a type and amount sufficient to reasonably safeguard the assets of the Council. The Board of Directors shall also maintain such other insurance, including Directors and Officers Liability Insurance, as it deems prudent.

Section 7 (Fiscal Year)

The fiscal year of the Houston-Galveston Area Council shall be the Calendar Year.

Section 8 (Annual Service Plan and Budget)

The Executive Director shall prepare an annual budget and service plan setting out recommended program and financial priorities for the Council. The recommended budget and service plan shall be presented in the fourth quarter of each year, and shall take effect the following January 1 upon approval by the Board of Directors.

Article IX – Annual Report and Audit

Section 1 (Annual Report)

The Council shall prepare an annual report which shall be submitted to all member governmental units.

Section 2 (Annual Audit)

An audit of the Council's financial accounts and transactions during the preceding fiscal year shall be made annually by independent certified public accountants selected by the Board of Directors. The annual financial report and audit report shall be presented to the Board of Directors upon its completion.

Article X – Amendment

Section 1 (Proposed Amendments)

The Board of Directors may propose amendments to these bylaws.

Section 2 (Proposed Amendment Ballot)

Any proposed amendment must be fully set out in writing as a ballot, and furnished to each member of the Board of Directors, at least fourteen (14) days in advance of the meeting at which amendments are to be acted upon. Each member of the Board of Directors shall execute and return the ballot in a sealed envelope in accordance with instructions contained in the ballot for tabulation by the Elections Committee. Bylaws may be amended by a three-quarters affirmative majority vote of the Board of Directors.

H-GAC BOARD OF DIRECTORS

Commonly Used Acronyms

FEDERAL	
ARRA	American Recovery and Reinvestment Act (of 2009)
EPA	Environmental Protection Agency
FAA	Federal Aviation Administration
FEMA	Federal Emergency Management Agency
FHWA	Federal Highway Administration
FTA	Federal Transit Authority
NASA	National Aeronautics and Space Administration
RC&D	Resource Conservation and Development Program
SBA	Small Business Administration
USDE	United States Department of Education
USDOJ	United States Department of Justice
USDOT	United States Department of Transportation
USGS	United States Geological Survey
STATE	
COG	Council of Governments
DADS	Department of Aging and Disability Services
DARS	Department of Assistive and Rehabilitative Services
DHHS	Department of Health and Human Services
HHSC	Health and Human Services Commission
TAC	Texas Administrative Code
TCEQ	Texas Commission on Environmental Quality
TCLEOSE	Texas Commission on Law Enforcement Officer Standards and Education
TDCJ	Texas Department of Criminal Justice
TDRA	Texas Department of Rural Affairs
TEA	Texas Education Agency
TJPC	Texas Juvenile Probation Commission
TNCP	Texas Narcotics Control Program
TSSWCB	Texas State Soil and Water Conservation Board
TxDOT	Texas Department of Transportation

TYC	Texas Youth Commission
OTHER	
COG	Council of Governments
DBE	Disadvantaged Business Enterprise
LOI	Letter of Intent
METRO	Metropolitan Transit Authority of Harris County
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
NARC	National Association of Regional Councils
RFA	Request for Applications
RFP	Request for Proposals
RFQ	Request for Qualifications
RMS	Records Management System
TARC	Texas Association of Regional Councils
UGMS	Uniform Grant Management Standards
H-GAC'S ADVISORY COMMITTEE	
9-1-1	Regional 9-1-1 Planning Committee
AERCO	Area Emission Reduction Credit Organization
ADAC	Aging and Disability Advisory Committee
CJAC	Criminal Justice Advisory Committee
CRP	Clean Rivers Program Steering Committee
FAC	Forecast Advisory Committee
GCEDD	Gulf Coast Economic Development District
GCWD	Gulf Coast Workforce Board
GDC	Geographic Data Committee
H-GALDC	Houston-Galveston Area Local Development Corporation
NRAC	Natural Resources Advisory Committee
RAQPC	Regional Air Quality Planning Committee
RASP	Regional Aviation System Plan
RFMC	Regional Flood Management Council
RHSCC	Regional Homeland Security Coordinating Council
RHSPC	Regional Health Services Policy Council
RSC	Regional Safety Council
SWMC	Solid Waste Management Committee

TAC	Transportation Advisory Committee
TPC	Transportation Policy Council

COMMUNITY AND ENVIRONMENTAL DEPARTMENT

BIG	Bacteria Implementation Group
C&E	Community & Environmental Planning Department
CWI	Clean Waters Initiative
EAR	Environmental Awareness Roundtable
FAST	Flood Awareness Success in Texas
HMGP	Hazard Mitigation Grant Program
PDM	Pre-Disaster Mitigation
PNA	Parks and Natural Areas
RMW	CRP Regional Monitoring Workgroup
RRC	Regional Review Committee
SWCD	Soil and Water Conservation District
TDCJ	Texas Department of Criminal Justice
TMDL	Total Maximum Daily Load
TPWD	Texas Parks & Wildlife Department
TSSWCB	Texas State Soil and Water Conservation Board
WQMP	Water Quality Management Plan

DATA SERVICES DEPARTMENT

CMS	Content Management System
GIS	Geographical Information System or Geospatial Information System
IT	Information Technology
LiDAR	Light Detection and Ranging
MOSS	Microsoft Office SharePoint System
STAR*Map	Southeast Texas Addressing and Referencing Map

DATA SERVICES DEPARTMENT – 9-1-1

PSAP	Public Safety Answering Point
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HUMAN SERVICES DEPARTMENT – AREA AGENCY ON AGING

AAA	Area Agency on Aging
ADAC	Aging and Disability Advisory Committee
DADS	Texas Department of Aging and Disability Services

HUMAN SERVICES DEPARTMENT – WORKFORCE SOLUTIONS

ABE	Adult Basic Education
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DARS	Texas Department of Assistive and Rehabilitative Services
DOL	US Department of Labor
ES	Employer Services
GCWB	Gulf Coast Workforce Board
HHSC	Texas Health and Human Services Commission
MOU	Memorandum of Understanding
NEG	National Emergency Grant
OJT	On-the-Job Training
RIO	Reintegration of Offenders
SNAP	Supplemental Nutrition Assistance Program
SSBG	Social Services Block Grant
TANF	Temporary Assistance for Needy Families
TWC	Texas Workforce Commission
TWIST	Workforce Information System of Texas
UI	Unemployment Insurance
WFB	Workforce Board
WIA	Workforce Investment Act
WIT	Work in Texas

PUBLIC SERVICES DEPARTMENT – ENERGY PURCHASING

REP	Retail Electricity Provider
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PUBLIC SERVICES DEPARTMENT – CRIMINAL JUSTICE

BJA	Bureau of Justice Assistance
BOR	Balance of Region (counties other than Harris)
CFDA	Catalogue for Federal Domestic Assistance
CJAC	Criminal Justice Advisory Committee
CJD	Criminal Justice Division of the Governor’s Office
CLE	Continuing Legal Education
CSCD	Community Supervision Correction Department (Adult Probation)
DMC	Disproportionate Minority Confinement
DOE	Direct Operating Expenses
EDGAR	Education Department General Administrative Regulations
EEOP	Equal Employment Opportunity Plan
EUDL	Enforcing Underage Drinking Laws
FSR	Financial Status Report

GTS	Grant Tracking System (CJD)
JABG	Juvenile Accountability Block Grant
JAG	Justice Assistance Grants
JCEC	Juvenile Crime Enforcement Coalition
JJ	Juvenile Justice
JJAB	Juvenile Justice Advisory Board
JJAC	Juvenile Justice Advisory Council
JJDP	Juvenile Justice and Delinquency Prevention
LCDC	Licensed Chemical Dependency Counselor
LET	Law Enforcement Training
LMSW	Licensed Master in Social Work
LPC	Licensed Professional Counselor
LSW	Licensed in Social Work
OCR	Office of Civil Rights
OESE	Office of Elementary and Secondary Education
OJJDP	Office of Juvenile Justice and Delinquency Prevention
OJP	Office of Justice Programs
OMB	Office of Management and Budget
OOG	Office of the Governor
PPRI	Public Policy Research Institute, (Texas A&M)
RBE	Regional Budget Expectation
RSAT	Residential Substance Abuse Treatment
SAI	State Application Identifier (#)
SAMHSA	Substance Abuse and Mental Health Services Administration
SDFSC	Safe & Drug Free Schools and Communities
SF421	State Fund 421 (Juvenile and Non-Juvenile)
TA	Technical Assistance
TAC	Texas Administrative Code
TCLEOSE	Texas Commission on Law Enforcement Officer Standards and Education
TDCJ	Texas Department of Criminal Justice
TEA	Texas Education Agency
TJPC	Texas Juvenile Probation Commission
TNCP	Texas Narcotics Control Program
TYC	Texas Youth Commission

UCR	Uniform Crime Report
VAWA	Violence Against Women Act
VOCA	Victims of Crime Act

TRANSPORTATION DEPARTMENT

AERCO	Area Emission Reduction Credit Organization
CNG	Compressed Natural Gas
DBE	Disadvantaged Business Enterprise
ERC	Emission Reduction Credit
HPMS	Highway Performance Monitoring System
ISTEA	Intermodal Surface Transportation Efficiency Act of 1991
ITS	Intelligent Transportation System
LNG	Liquefied Natural Gas
METRO	Metropolitan Transit Authority of Harris County
MPO	Metropolitan Planning Organization
RAQPC	Regional Air Quality Planning Committee
RASP	Regional Aviation System Plan
RFG	Reformulated Gasoline
RTP	Regional Transportation Plan
SAFETEA-LU	Safe, Accountable, Flexible and Efficient Transportation Equity Act: A Legacy for Users
SIP	State Implementation Plan
STIP	State Transportation Improvement Program
TAC	Technical Advisory Committee
TCMs	Transportation Control Measures
TEA-21	Transportation Efficiency Act for the 21 st Century
TEA-LU	Transportation Efficiency Act: A Legacy for Users
TELUS	Transportation Economic Land Use System
TERP	Texas Emission Reduction Program
TIP	Transportation Improvement Program
TIRZ	Tax Increment Reinvestment Zone
TMA	Transportation Management Area
TUCP	Texas Unified Certification Program
UPWP	Unified Planning Work Program
UTP	Unified Transportation Plan
VMEPs	Voluntary Mobile Emission Reduction Programs

TRANSPORTATION DEPARTMENT – AIR QUALITY

AQP	Air Quality Planning
ARD	Acid Rain Data
Auto GC	Automated Gas Chromatograph
BAYP	Bayland Park Monitoring Site
BCs	Boundary Conditions
BPA	Beaumont-Port Arthur
CAIR2	Clean Air Interstate Rule, Phase 2
CAMx	Comprehensive Air Model with Extensions
CB05	Carbon Bond Mechanism, Version 05
CBIV	Carbon Bond Mechanism, Version 4
CENRAP/RPO	Central Region Air Program/Regional Planning Organization
CO	Carbon Monoxide
DERC	Discrete Emission Reduction Credit
DFW	Dallas Fort Worth (nonattainment area)
DRPK	Deer Park Monitoring Site
DV	Design Value
EGAS	Economic Growth Analysis System
EGU	Electrical Generating Unit
EI	Emissions Inventory
EPS3	Emissions Processing System, Version 3
ERG	Eastern Research Group
ESAD	Emission Specific Attainment Demonstration
ETA-PBL	ETA Weather Model Planetary Boundary Layer Numerical Algorithm
FDDA	Four Dimensional Data Assimilation
GEOS-CHEM	Goddard Earth Observing Systems Chemistry Model
GloBEIS	Global Biosphere Emissions and Interactions System
HARC	Houston Advanced Research Center
HC	Hydrocarbon
HECT	HRVOC Emissions Cap and Trade
HGB	Houston-Galveston-Brazoria
HRVOC	Highly Reactive Volatile Organic Compound
HSC	Houston Ship Channel
HSMA	Houston Swiss and Monroe Monitoring Site

IPM	Integrated Planning Model
KM	Kilometer
KVs	Vertical Exchange Coefficient
LU/LC	Land Use/Land Cover
MECT	Mass Emissions Cap and Trade
MM5	Fifth Generation Meteorological Model
NAAQS	National Ambient Air Quality Standard
NASA	National Aeronautics and Space Administration
NCEP	National Centers for Environmental Prediction
NEI	National Emissions Inventory
NMIM	National Mobile Inventory Model
NOAA	National Oceanic and Atmospheric Administration
NOAH	<u>N</u> CEP- <u>O</u> regon State University- <u>A</u> ir Force- <u>H</u> ydrological Research Laboratory
NOX	Nitrogen Oxides
NOY	Nitrogen Species
O ₃	Ozone
OSD	Ozone Season Day
PAR	Photosynthetically Active Solar Radiation
PPB	Parts per Billion
PPB-C	Parts per Billion Carbon
PPBv	Parts per Billion by Volume
PSCFv2	Potential Source Contribution Factor, Version 2
REMI	Regional Economic Models, Inc.
RRF	Relative Response Factor
SI	Special [emissions] Inventory
SIP	State Implementation Plan
STARS	State of Texas Air Reporting System
STT	Sea Surface Temperature
TexAER	Texas Air Emissions Repository
TexAQS II	Second [2006] Texas Air Quality Study
TPD	Tons Per Day
TTI	Texas Transportation Institute
UT-CSR	University of Texas Center for Space Research
VMT	Vehicle Miles Traveled

VOC	Volatile Organic Compound
WALV	Wallisville Road (monitoring site)



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