

OFFICE OF RURAL COMMUNITY AFFAIRS

**Executive Committee Meeting**

Omni Austin Hotel Southpark

4140 Governor's Row

Austin, Texas

February 3, 2005

**MINUTES**

The Executive Committee of the Office of Rural Community Affairs convened at the Omni Austin Hotel Southpark in Austin, Texas at 9:00 am on Thursday, February 3, 2005. The meeting adjourned at 1:30 pm that afternoon.

**Executive Committee Members Present**

William M. Jeter, III, Chairman	Michael Waters, Secretary
Carol Harrell, Vice Chair	Nicki Harle
David Alders	Pat Wallace
Jim Roberts	Wallace G. Klussmann
Lydia Saenz	

**Others Registered in Attendance** *(in alphabetical order)*

<u>Name</u>	<u>Organization</u>
Arriaga, Amanda	Office of the Governor, Budget, Planning & Policy
Hardin, Margaret	Grant Mgr., Langford Community Mgt. Services
Hartzell, Eric	Grant Works
Johnson, Robert	TX Historical Commission
Langford, Judy	Grant Mgr., Langford Community Mgt. Services
McElhime, Kelli	South Plains Association of Governments
McPhee, Don	Helin, Donovan, Trubee and Wilkinson, LLP
Voss, Ray	RK Vann & Associates

Chairman Jeter called the meeting to order and asked Michael Waters, Secretary, to call the roll. A quorum was present.

Before taking up agenda items, Chairman Jeter and Jim Roberts thanked the members of the Executive Committee, ORCA staff and the audience for the cards, phone calls, messages, thoughts and prayers sent to he and Jim Roberts during their time of illness, surgery and recovery.

Chairman Jeter then requested ORCA Executive Director Charles S. (Charlie) Stone to present a review of the agency's testimony given to the Senate Finance Committee earlier in the morning. David Alders suggested that the agency attempt to coordinate a presentation from the Secretary of the US Department of Housing and Urban Development to the agency of an oversized check to publicize the annual receipt of Community Development Block Grant funds administered by ORCA.

Chairman Jeter also presented a plaque to departing Executive Committee member, Jim Roberts, whose term expired February 1, 2005. The plaque read: "Jim Roberts, Office of Rural Community Affairs, Executive Committee Member, 2001-2005 In Recognition Of And Appreciation For Your Valued Participation Generous Commitment Of Time, Support, And Inspiration To Rural Texans. Presented by ORCA Executive Committee Members & Agency Staff."

### **1. Agenda Item A1**

Michael Waters offered and Lydia Saenz seconded the motion to approve the [minutes](#) of the December 2-3, 2004 Executive Committee meeting.

### **2. Agenda Item C1**

ORCA Executive Director, Charles S. (Charlie) Stone, briefed the Executive Committee on the [organization of the agency](#). No action was taken.

### **3. Agenda Item C2**

ORCA Executive Director, Charles S. (Charlie) Stone, briefed the Executive Committee on the agency's proposed revision(s) to the Exceptional Items contained in the agency's [Legislative Appropriation Request](#) (LAR) for the 79th Legislative Session. Pat Wallace requested that the Executive Committee be advised when all legislative committees meet to discuss rural health exceptional items. No action was taken.

### **4. Agenda Item C3**

ORCA Executive Director, Charles S. (Charlie) Stone, briefed the Executive Committee on the Executive Director's report on the [Telecommunications Infrastructure Fund \(TIF\)](#). No action was taken.

## **5. Agenda Item C4**

Chairman Jeter led a discussion regarding the development of the Board of Directors of the [Rural Foundation](#). ORCA Executive Director Charles S. (Charlie) Stone will collect names of prospective foundation Directors for consideration by the Executive Committee at the next Executive Committee meeting scheduled for March 31-April 1, 2005 in Athens ).

Michael Waters asked if an Executive Committee member could be a Director of the Rural Foundation. Mr. Hill was asked to provide an analysis to the Executive Committee by e-mail.

Chairman Jeter also requested that work begin on the development of a logo for the foundation, as well as initial marketing materials for presentation to prospective foundation Directors. Chairman Jeter requested that all Executive Committee members work for and support the development of the foundation. No action was taken.

## **6. Agenda Items H1**

Karl Young from the Texas Department of Agriculture presented TDA's proposed revisions to Section 255.7 of Title 10 of the Texas Administrative Code concerning the allocation of the [Texas Capital Fund](#).

Carol Harrell seconded the motion by Wallace Klussmann to approve publishing the Texas Capital Fund rules in the Texas Register. The Executive Committee, with all members present voted yes.

The Executive Committee asked for a report from the TDA on their activities in administering the Texas Capital Fund on an annual basis. ORCA Executive Director, Charles S. (Charlie) Stone is to report back on the status of that report.

Chairman Jeter also requested that Mr. Stone review the scoring criteria of the Texas Capital Fund programs and those of the community development programs to achieve consistency between the programs. Mr. Stone is to report his findings to the Executive Committee at their next meeting, scheduled for March 31-April 1, 2005 in Athens.

Chairman Jeter also requested that Texas Capital Fund recipients be invited to attend future Executive Committee meetings to present their comments and give testimony on the program. The Executive Committee also invited TDA for a strategic planning meeting for the Texas Capital Fund.

## **7. Agenda Item B1**

[Comments](#) were received from the following persons beginning at 10:30 a.m.

Hartzell, Eric	Grant Works
Langford, Judy	Grant Administrator-Langford Community Mgt. Services

## **8. Agenda Item I**

Chairman Jeter announced that the Executive Committee was going into [Executive Session](#) pursuant to Texas Government Code 551.074(a)(1) to deliberate the evaluation and duties of the Executive Director. He announced that the time was 10:45 a.m. At 11:45 a.m. the Chairman announced that the Executive Committee came out of Executive Session and was taking no action.

## **9. Agenda Item D1**

David Flores presented the [FY 2005 budget](#). No action was taken.

## **10. Agenda Items F1 and F2 (*Discussed simultaneously*)**

ORCA Community Development Division Director, Oralia Cardenas, presented the history of the usage of the [Texas Community Development Program \(TCDP\) Fund Balance](#). David Alders requested that Ms.

Cardenas provide the percentage of the population that “really ever sees” results from ORCA’s disaster relief fund dollars, identify disaster projects for flood elevations and home rehabilitation, and identify the location of communities awarded disaster funds. Ms. Cardenas was also asked to define “community distress” and provide the Executive Committee with a summary of the distressed factors used for the various funding categories.

The Executive Committee also asked that the agency staff outline a summary of the proposed federal budget cuts by the President in the Community Development Block Grant Program and organize a response to the proposed cuts. Mr. Alders also suggested that agency staff set up a meeting with HUD officials, and if possible with HUD Secretary Alphonso Jackson during his next Texas visit. No action was taken.

### **11. Agenda Item F2**

ORCA Community Development Division Director, Oralia Cardenas, Reviewed the staff’s recommendations for the [usage of the Texas Community Development Program \(TCDP\) Fund Balance](#). Ms. Cardenas was asked to add an agenda item regarding \$1.5M and \$1.2M in deobligated funds to the next Executive Committee meeting for further discussion and consideration. David Alders seconded Michael Waters’ motion to move \$4.3 million of deobligated funds from the Disaster Relief Fund into the Community Development Supplemental Fund. The Executive Committee, with all members present, voted yes.

### **12. Agenda Item D2**

Don McPhee presented the [Audit Plan](#) by the Executive Committee’s Internal Auditor, Helin, Donovan, Trubee and Wilkinson, LLP. Lydia Saenz seconded the motion by Carol Harrell to approve the Plan. The Executive Committee, with all members present, voted yes.

### **13. Agenda Item E1**

ORCA Rural Health Division Director Terrie Hairston presented the names and profiles of prospective members for consideration of appointment to the [Advisory Committee for the Rural Physician Relief Program](#) pursuant to section 257.906 of the Texas Government Code.

Pat Wallace suggested that the Advisory Committee be permitted to elect its own officers. Carol Harrell seconded the motion by Lydia Saenz to approve the proposed appointees. The Executive Committee, with all members present, voted yes. Chairman Jeter requested that Ms. Hairston write congratulatory letters to the new appointees.

#### **14. Agenda Item H2**

Chairman Jeter reviewed the Executive Committee's [2005 meeting schedule](#) with the members. David Alders asked that the date for the August meeting in Wharton be changed from August 11-12, 2005 to August 4-5, 2005. All members agreed. No action was taken.

#### **15. Agenda Item H3**

Chairman Jeter asked the Executive Committee members for comments regarding the agency's [Rural Policy Symposium](#) held on February 2, 2005 in Austin.

Nicki Harle reported that attendees she spoke with noted a "lack of progress" in that there is "nothing new" compared to previous similar events, such as the agency's annual Summit. Ms. Harle also noted that there did not seem to be a good representation of people from rural Texas, rather the event was attended by agency representatives and statewide organizations. Ms. Harle suggested that holding annual agency events in locations other than Austin might increase participation by "real" rural constituents.

Carol Harrell reported that she noticed younger, first-time attendees enjoyed participating in the event. Chairman Jeter requested that a review of the demographics of the Symposium and last year's Summit be compiled and submitted to the Executive Committee for review and feedback. No action was taken.

#### **16. Agenda Item J**

The Executive Committee adjourned at 1:30 pm.