



Permian Basin Regional Planning Commission
PO Box 60660 MIDLAND, TEXAS 79711 • (432) 563-1061

2023-2024 Strategic Work Program & Operating Budget



Permian Basin Regional Planning Commission

PO Box 60660 • 2910 LaForce Blvd. • Midland, Texas 79711 • (432) 563-1061

Board of Directors
Permian Basin Regional Planning Commission

This Strategic Work Program and Operating Budget meets the reporting requirements set forth by Chapter 391 of the Texas Local Government Code.

This plan includes a work program consolidated to present the Planning Commission goals, project objectives, work tasks, performance measures, implementation schedules, human resource requirements and budget information. More detailed work program and budget documentation is included in each of the contracts and agreements entered by the Planning Commission with federal agencies, state agencies, local governments, local special districts, and other funding partners.

The budget portion of this document is unlike the traditional government budget in several respects. The Planning Commission has no taxing or oversight authority; therefore, the budgetary process is not one which culminates in an appropriate bill, or an ordinance enacted into by law. Therefore, the budget is not technically defined as a legally adopted budget.

Unlike most local government budgets, it is extremely difficult to accurately predict revenues and expenditures for a twelve-month period. The Planning Commission's budget document is a compilation of the individual budgets for the various projects which the Commission is operating at any point in time. The individual projects are funded by multiple agencies (both federal and state) and with locally generated funds. Each individual project operates within its own fiscal year. Programs are routinely subject to last-minute funding changes and unplanned activities are often funded during the year. These facts make it difficult for the Planning Commission to prepare a single agency-wide budget which is not subject to revision as the year progresses. Therefore, a budget amendment may be necessary during the next twelve months.

The expenditures necessary to support these programs total \$6,630,734. Anticipated revenues total \$6,644,177. From a human resources standpoint, the 2023-2024 Strategic Work Program and Operating Budget calls for the number of full-time equivalent employees (FTE's) to be thirty persons.

This 2023-2024 PBRPC Strategic Work Program and Operating Budget include an across-the-board cost-of-living increase for all employees. The budget does include for a salary increase for some employees who completed their introductory training period and/or employees who have earned a promotion or merit increase.

I am pleased to present the Board with the 2023-2024 Strategic Work Program and Operating Budget for the Permian Basin Regional Planning Commission, which allows this agency to aggressively conduct a wide range of programs and projects benefiting the citizens of the Permian Basin region. Should you have any questions regarding this document or any of the initiatives proposed herein, please call.

Respectfully submitted,

Virginia Belew
Executive Director

STRATEGIC WORK PROGRAM SUMMARY

The 2023-2024 Strategic Work Program and Operating Budget of the Permian Basin Regional Planning Commission establishes an overall goal for each general programmatic area to be addressed by the Planning Commission in Fiscal Year 2023-2024. The following program areas are addressed in this document:

- Area Agency on Aging
 - Information and Assistant Direct Service
 - Legal Services
 - Ombudsman
 - National Family Caregiver Support Program
 - Nutrition Services
 - Services to Assist Independence
 - Care Coordination Direct Service
- Public Safety
 - Criminal Justice & Homeland Security
 - Planning
 - Law Enforcement Training
 - Violence Against Women
 - Mental Health Training
 - Emergency Planning
 - Interoperability Communication
 - 9-1-1 Emergency Communications
 - Program Operations
 - Administration
- Regional Services:
 - Solid Waste Management and Technical Assistance
 - Safe Streets and Roads for All
 - Pipeline Safety Education
 - Community Development Block Grant
 - Economic Development

Within each of the program areas, specific project by project work programs are delineated for 2023-2024. Each project is assigned an objective, work tasks, and performance measures. Following the specific work by work programs, you will find the overall program budget.

PERMIAN BASIN REGIONAL PLANNING COMMISSION
FINANCIAL PLAN STATEMENT OF REVENUE AND EXPENDITURES
OCTOBER 1, 2023 - SEPTEMBER 30, 2024

REVENUES:

LOCAL REVENUE

MEMBERSHIP DUES	204,376.00
INVESTMENT INCOME	14,002.00
RENTAL INCOME	44,100.00

TOTAL LOCAL REVENUE

262,478.00

STATE/ FEDERAL REVENUE

TEXAS HEALTH AND HUMAN SERVICES COMMISSION	2,454,870
TEXAS DEPARTMENT OF TRANSPORTATION	40,000
TEXAS COMMISSION ON ENVIRONMENTAL QUALITY	154,030
TEXAS DEPARTMENT OF AGRICULTURE	9,958
US DEPARTMENT OF COMMERCE - ECONOMIC DEVELOPMENT	262,640
US DEPARTMENT OF TRANSPORTATION	475,000
COMMISSION ON STATE EMERGENCY COMMUNICATIONS	2,155,749
GOVERNOR'S DIVISION OF EMERGENCY MANAGEMENT	460,520
GOVERNOR'S OFFICE - CRIMINAL JUSTICE	352,526

TOTAL STATE AND FEDERAL REVENUE

6,365,293

TOTAL PROGRAM INCOME - CJD ACADEMY

16,406.00

TOTAL REVENUES

6,644,177

EXPENDITURES:

SALARIES	1,488,679
EMPLOYEE BENEFITS	519,847
INDIRECT COSTS	187,997
INTERNAL SERVICES	472,328
FACILITY COST	15,954
COMPUTER SERVICES	10,709
PUBLIC NOTICE	205
AUDITING	44,421
CONTRACT SERVICES	383,893
IT SERVICES	45,376
OUT OF REGION TRAVEL	77,647
NON CAPITAL FURNITURE	3,336
NON CAPITAL COMPUTERS	13,300
COMPUTER PERIPHERALS	7,150
CONSUMABLE SUPPLIES	62,388
INSURANCE & BONDING	19,832
PRINTING	4,689
FURNITURE AND EQUIPMENT RENTAL	5,203
MAINTENANCE AND REPAIRS	69,008
COMMUNICATIONS	19,322
POSTAGE	7,727
UTILITIES	20,641
DUES AND SUBSCRIPTIONS	32,864
OTHER EXPENDITURES	91,461
SOFTWARE	25,747
CELL PHONES	5,892
GOVERNING BODY TRAVEL	2,500
IN REGION TRAVEL	32,400
OUT REACH	30,760
PROFESSIONAL DEVELOPMENT	3,700
EQUIPMENT	243,494
RENTAL INCOME EXPENSE	12,000
BANK FEES	1,200
CAR ALLOWANCE	3,600
GRANT MATCH	164,000
DISALLOWED COSTS	2,000
BAD DEBT EXPENSE	27,500

SUBTOTAL OPERATING EXPENSES

4,158,770

SERVICES/ PASS-THROUGH

2,485,407

TOTAL EXPENDITURES

6,644,177

NET INCOME/ DEFICIT

0

OCTOBER 1, 2023 - SEPTEMBER 30, 2024

	PBPRC		GENERAL	TEXAS HEALTH & HUMAN SERVICES	C J D	C J D	CJD	C J D	GDEM	GDEM
DESCRIPTION	GENERAL	EMPLOYEE	FUND		LEA	VAWA	MENTAL	PLANNING	HOMELAND	HOMELAND SECURITY - CONTRACT
	ADMIN	BENEFITS	LOCAL	COMMISSION	ACADEMY		HEALTH		SECURITY	
EXPENDITURES										
SALARIES	\$ 123,112		\$ -	\$ 553,208	\$ 68,751	\$ 49,836	\$ 31,142	\$ 23,921	\$ 114,682	\$ 1,993
EMPLOYEE BENEFIT 34.92%	\$ 42,991		\$ -	\$ 193,180	\$ 24,008	\$ 17,403	\$ 10,875	\$ 8,353	\$ 40,047	\$ 696
TOTAL PERSONNEL	\$ 166,103		\$ -	\$ 746,387	\$ 92,759	\$ 67,239	\$ 42,017	\$ 32,274	\$ 154,729	\$ 2,689
INDIRECT COST: 9.36%	\$ -		\$ -	\$ 69,862	\$ 8,682	\$ 6,294	\$ 3,933	\$ 3,021	\$ 14,483	\$ 252
(OVER) /UNDER RECOVERED COST	\$ -	\$ (43,816)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
INTERNAL SERVICES	\$ -		\$ -	\$ 202,707	\$ 18,191	\$ 15,402	\$ 8,240	\$ 6,332	\$ 25,751	\$ 5,125
FACILITY COST	\$ -		\$ -	\$ 1,964	\$ -	\$ -	\$ 201	\$ 155	\$ 11,549	\$ 13
COMPUTER SERVICES	\$ 500		\$ -	\$ 4,419	\$ 465	\$ -	\$ 211	\$ 162	\$ 776	\$ 13
PUBLIC NOTICE	\$ 500		\$ -	\$ 82	\$ 9	\$ 6	\$ 4	\$ 3	\$ 14	\$ -
AUDITING	\$ -		\$ -	\$ 17,216	\$ 1,812	\$ 1,819	\$ 821	\$ 630	\$ 3,297	\$ 653
CONTRACT SERVICES	\$ -		\$ -	\$ 58,382	\$ 729	\$ 13,187	\$ 18,330	\$ 254	\$ 4,491	\$ 21
IT SERVICES	\$ -		\$ 3,000	\$ 20,456	\$ 2,153	\$ 2,162	\$ 975	\$ 749	\$ 3,591	\$ 62
OUT OF REGION TRAVEL	\$ 5,062		\$ 8,000	\$ 9,149	\$ 121	\$ 88	\$ 55	\$ 2,542	\$ 7,602	\$ 3,379
NON CAPITAL FURNITURE	\$ 3,000		\$ 700	\$ 655	\$ 69	\$ 50	\$ 31	\$ 24	\$ 115	\$ 2
NON CAPITAL COMPUTERS	\$ 3,000		\$ 3,000	\$ 720	\$ 76	\$ 55	\$ 34	\$ 26	\$ 7,626	\$ 2
COMPUTER PERIPHERALS	\$ 200		\$ 1,000	\$ 1,660	\$ 175	\$ 127	\$ 79	\$ 61	\$ 291	\$ 1,005
CONSUMABLE SUPPLIES	\$ 2,934		\$ 1,500	\$ 9,568	\$ 586	\$ 425	\$ 2,322	\$ 2,268	\$ 4,578	\$ 17
INSURANCE & BONDING	\$ -		\$ -	\$ 7,841	\$ 825	\$ 828	\$ 374	\$ 287	\$ 1,377	\$ 24
PRINTING	\$ -		\$ -	\$ 1,551	\$ 58	\$ 42	\$ 26	\$ 20	\$ 409	\$ 2
FURNITURE AND EQUIPMENT RENTAL	\$ -		\$ -	\$ 2,244	\$ -	\$ -	\$ 107	\$ 82	\$ 394	\$ 7
MAINTENANCE AND REPAIRS	\$ 999		\$ 20,577	\$ 19,465	\$ -	\$ -	\$ 1,196	\$ 1,535	\$ 2,563	\$ 3,126
COMMUNICATIONS	\$ 200		\$ 2,000	\$ 4,469	\$ 470	\$ -	\$ 213	\$ 164	\$ 1,775	\$ 14
POSTAGE	\$ 200		\$ 100	\$ 4,115	\$ 81	\$ 58	\$ 36	\$ 28	\$ 498	\$ 2
UTILITIES	\$ -		\$ -	\$ 9,163	\$ -	\$ -	\$ 328	\$ 252	\$ 1,206	\$ 21
DUES AND SUBSCRIPTIONS	\$ 200		\$ 500	\$ 14,420	\$ 499	\$ 362	\$ 226	\$ 174	\$ 2,507	\$ 14
OTHER EXPENDITURES	\$ 200		\$ 8,800	\$ 2,101	\$ -	\$ -	\$ 100	\$ 77	\$ 369	\$ 8,231
SOFTWARE	\$ 300		\$ -	\$ 3,112	\$ 61	\$ 44	\$ 28	\$ 21	\$ 21,863	\$ 2
CELL PHONES	\$ 1,000		\$ 1,000	\$ 4,892	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GOVERNING BODY TRAVEL	\$ -		\$ 2,000	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
IN REGION TRAVEL	\$ -		\$ -	\$ 16,000	\$ -	\$ -	\$ 900	\$ 1,000	\$ 2,500	\$ -
OUT REACH	\$ -		\$ -	\$ 10,095	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PROFESSIONAL DEVELOPMENT	\$ -		\$ -	\$ 3,700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
EQUIPMENT	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
RENTAL INCOME EXPENSE	\$ -		\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
BANK FEES	\$ -		\$ 1,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CAR ALLOWANCE	\$ 3,600		\$ 3,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRANT MATCH	\$ -		\$ 164,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
DISALLOWED COSTS	\$ -		\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
BAD DEBT EXPENSE	\$ -		\$ 27,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
INDIRECT COST RECOVERY	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FICA / MEDICARE TAXES		\$ 148,140								
HEALTH INSURANCE		\$ 335,988								
RETIREMENT		\$ 182,803								
UNEMPLOYMENT		\$ 7,290								
WORKERS' COMPENSATION		\$ 5,088								
LONGEVITY PAY		\$ 17,280								
ACCRUED VACATION		\$ 10,000								
TOTAL FRINGE BENEFITS		\$ 662,773								
EMPLOYEE BENEFIT 34.92%		\$ (676,216)								
INDIRECT COST ALLOCATION	\$ (187,998)									
INTERNAL SERVICES ALLOCATION										
TOTAL/PERSONNEL & DIRECT	\$ -	\$ (13,443)	\$ 262,478	\$ 1,246,894	\$ 127,821	\$ 108,186	\$ 80,787	\$ 52,138	\$ 274,352	\$ 24,675
SERVICES	\$ -	\$ -	\$ -	\$ 1,207,976	\$ -	\$ -	\$ -	\$ -	\$ 161,493	\$ -
TOTAL EXPENDITURES	\$ -	\$ (13,443)	\$ 262,478	\$ 2,454,870	\$ 127,821	\$ 108,186	\$ 80,787	\$ 52,138	\$ 435,845	\$ 24,675
INCOME										
STATE/ FEDERAL	\$ -	\$ -	\$ -	\$ 2,410,771	\$ 111,415	\$ 75,686	\$ 80,787	\$ 52,138	\$ 435,845	\$ 24,675
UNAVAILABLE REVENUE FRM PRIOR YR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
PROGRAM INCOME	\$ -	\$ -	\$ -	\$ -	\$ 16,406	\$ -	\$ -	\$ -	\$ -	
MATCH	\$ -	\$ -	\$ -	\$ 44,099	\$ -	\$ 32,500	\$ -	\$ -	\$ -	
OTHER LOCAL/PBPRC	\$ -	\$ -	\$ 262,478	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL INCOME	\$ -	\$ -	\$ 262,478	\$ 2,454,870	\$ 127,821	\$ 108,186	\$ 80,787	\$ 52,138	\$ 435,845	\$ 24,675
NET INCREASE (DECREASE)	\$ -	\$ 13,443	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

OCTOBER 1, 2023 - SEPTEMBER 30, 2024

CSEC	TCEQ	TX DEPT	TXDOT PUBLIC TRANSPORTATION	USDOC	USDOC	USDOT	USDOT	TOTAL	TOTAL	
911-STRATEGIC	SOLID WASTE	AGRICULTURE	TRANSPORTATION	ECONOMIC	ECONOMIC DEVELOPMENT - Big Spring	PIPELINE & H-M	SAFE STREETS			
PLANNING	MANAGEMENT	CDBG -TDA	DIVISION	DEVELOPMENT		SAFETY	SS4	23-24	22-23	Variance
\$ 357,425	\$ 59,955	\$ -	\$ 7,260	\$ 34,808	\$ 54,608	\$ 27,085	\$ 104,007	\$1,611,793	\$1,392,759	\$219,034
\$ 124,813	\$ 20,936	\$ -	\$ 2,535	\$ 12,155	\$ 19,069	\$ 9,458	\$ 36,319	\$562,838	\$559,470	\$3,368
								\$0		\$0
\$ 482,238	\$ 80,891	\$ -	\$ 9,795	\$ 46,963	\$ 73,677	\$ 36,543	\$ 140,326	\$2,174,630	\$1,952,228	\$222,402
\$ 45,137	\$ 7,571	\$ -	\$ 917	\$ 4,396	\$ 6,896	\$ 3,420	\$ 13,135	\$187,999	\$167,345	\$20,654
								\$0		\$0
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	(\$43,816)	\$14,267	(\$58,083)
\$ 96,026	\$ 18,008	\$ -	\$ 2,180	\$ 10,457	\$ 24,537	\$ 8,136	\$ 31,240	\$472,332	\$674,938	(\$202,606)
\$ 1,091	\$ 205	\$ -	\$ 25	\$ 119	\$ 186	\$ 92	\$ 355	\$15,955	\$7,361	\$8,594
\$ 2,455	\$ 460	\$ -	\$ 56	\$ 267	\$ 419	\$ 208	\$ 799	\$11,210	\$18,269	(\$7,059)
\$ 45	\$ 9	\$ -	\$ 1	\$ 5	\$ 8	\$ 4	\$ 15	\$705	\$1,150	(\$445)
\$ 9,565	\$ 1,794	\$ -	\$ 217	\$ 1,041	\$ 1,634	\$ 810	\$ 3,112	\$44,421	\$73,677	(\$29,256)
\$ 75,000	\$ 722	\$ -	\$ 87	\$ 6,154	\$ 39,959	\$ 15,326	\$ 151,252	\$383,894	\$135,621	\$248,273
\$ -	\$ 2,131	\$ -	\$ 258	\$ 1,237	\$ 1,941	\$ 2,963	\$ 3,697	\$45,375	\$72,718	(\$27,343)
\$ 28,638	\$ 5,120	\$ -	\$ 5,014	\$ 2,569	\$ 3,109	\$ 2,054	\$ 208	\$82,710	\$67,542	\$15,168
\$ 364	\$ 68	\$ -	\$ 8	\$ 40	\$ 62	\$ 1,031	\$ 118	\$6,337	\$3,350	\$2,987
\$ 400	\$ 75	\$ -	\$ 9	\$ 44	\$ 68	\$ 1,034	\$ 130	\$16,299	\$2,792	\$13,507
\$ 922	\$ 173	\$ -	\$ 21	\$ 100	\$ 158	\$ 1,078	\$ 300	\$7,350	\$1,116	\$6,234
\$ 18,000	\$ 580	\$ 9,958	\$ 70	\$ 5,337	\$ 4,910	\$ 1,262	\$ 1,006	\$65,321	\$34,060	\$31,261
\$ 4,356	\$ 817	\$ -	\$ 99	\$ 474	\$ 744	\$ 369	\$ 1,417	\$19,832	\$30,674	(\$10,842)
\$ 2,306	\$ 57	\$ -	\$ 7	\$ 33	\$ 52	\$ 26	\$ 100	\$4,689	\$2,861	\$1,828
\$ 1,247	\$ 234	\$ -	\$ 28	\$ 136	\$ 213	\$ 106	\$ 406	\$5,204	\$13,404	(\$8,200)
\$ 10,814	\$ 2,028	\$ -	\$ 246	\$ 1,177	\$ 1,847	\$ 916	\$ 3,518	\$70,007	\$61,160	\$8,847
\$ 7,983	\$ 466	\$ -	\$ 56	\$ 270	\$ 424	\$ 210	\$ 808	\$19,522	\$23,473	(\$3,951)
\$ 2,425	\$ 80	\$ -	\$ 10	\$ 46	\$ 73	\$ 36	\$ 138	\$7,926	\$6,315	\$1,611
\$ 5,090	\$ 955	\$ -	\$ 116	\$ 554	\$ 869	\$ 431	\$ 1,656	\$20,641	\$38,680	(\$18,039)
\$ 10,000	\$ 659	\$ -	\$ 80	\$ 383	\$ 600	\$ 1,298	\$ 1,143	\$33,065	\$21,684	\$11,381
\$ 8,891	\$ 9,366	\$ -	\$ 4,027	\$ 10,663	\$ 199	\$ 20,820	\$ 18,016	\$91,660	\$90,073	\$1,587
\$ 324	\$ 61	\$ -	\$ 7	\$ 35	\$ 55	\$ 27	\$ 105	\$26,045	\$4,306	\$21,739
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$6,892	\$0	\$6,892
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$2,500	\$2,000	\$500
\$ 3,000	\$ 1,500	\$ -	\$ 3,000	\$ 2,500	\$ -	\$ -	\$ 2,000	\$32,400	\$10,035	\$22,365
\$ -	\$ -	\$ -	\$ 13,665	\$ 5,000	\$ -	\$ 2,000	-	\$30,760	\$15,454	\$15,306
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$3,700	\$5,894	(\$2,194)
\$ 243,494	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$243,494	\$0	\$243,494
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$12,000	\$0	\$12,000
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$1,200	\$300	\$900
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$7,200	\$7,200	\$0
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$164,000	\$161,663	\$2,337
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$2,000	\$1,000	\$1,000
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$27,500	\$0	\$27,500
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$0	\$0	\$0
								\$148,140	\$136,529	\$11,611
								\$335,988	\$313,577	\$22,411
								\$182,803	\$168,475	\$14,328
								\$7,290	\$6,804	\$486
								\$5,088	\$5,328	(\$240)
								\$17,280	\$17,280	\$0
								\$10,000	\$10,000	\$0

Permian Basin Regional Planning Commission
EXPLANATION OF
COMBINED OPERATING STATEMENT
October 1, 2023, through September 30, 2024

EXPENDITURES

Expenditures include personnel costs such as salaries, employee benefits and any over/under recovery costs associated with the previous year's audited expenditures. Expenditures also include the on-site/off-site rate charges and any over/under recovery costs associated with the previous years audited expenditures.

Auditing

This category includes costs associated with the independent audits performed for the overall agency and/or any grant program in accordance with generally accepted auditing standards. Government Auditing Standards, issued by the Comptroller General of the United States and the provisions of Federal Register and Office of Management and Budget (OMB) 2CFR 200. This category also includes costs associated with required actuarial studies for GASB 75, Other Post-Employment Benefits (OPEB), other than pensions.

Bank Fees

Fees associated with our banking service will be included.

Car Allowance

This category covers a car allowance for the position of Executive Director.

Cell Phones

When official business cannot be accommodated using a landline telephone or other communication device, use of a cellular phone may be required to perform PBRPC business functions.

Communications

This category includes fees associated with communication such as telephone line service, long-distance telephone service and any telephone or video conferencing equipment. Other fees may be associated with publications like address and telephone numbers in the local telephone books and/or any area wide telephone books.

Computer Peripherals

This category includes computer related items that do not need to be inventoried or capitalized; however, they are not consumable. This would include speakers, some printers, webcams, monitors, etc.

Computer Services

This category includes the costs of negotiated agreements for computer related services and/or labor.

Consumable Supplies

This category includes the costs associated with items noncapital tangible items whose purpose is to be bought, used, and replaced. These are items that a “one” use purpose.

Contract Services

This category includes costs associated with any negotiated agreements with an individual, entity, organization, or company for direct purchases and/or services for labor. Some of the contracts include janitorial services, building maintenance services, temporary labor costs, etc.

Disallowed Costs

This category will include any expenditures deemed unallowable as a grant purchase.

Dues and Subscriptions

This category includes fees associated with professional memberships. These costs include membership dues, subscriptions to in-region/out-region newspapers or magazines or any other document necessary to fulfill the obligations of each granting agency.

Employee Benefits (40.17%)

This category of expenses includes the rate and amount at which each grant program will be charging for employee benefits. Employee benefits include FICA taxes, Medicare taxes, health insurance, employer retirement contribution, unemployment insurance, worker’s compensation insurance, longevity pay and accrued vacation.

Equipment

This category includes costs associated with the purchase of equipment needed for each direct personnel & indirect personnel. Equipment is defined as any item with a purchase value of \$5,000 or more and a life expectancy of one year or more.

Equipment Rental

This category includes the costs associated with rental equipment necessary to fulfill the daily activities of staff members or advisory board members.

Facility Cost

This category is a direct charged expense that includes the cost associated for any PBRPC owned property.

Governing Body Travel

This category includes the costs associated with PBRPC Board member travel in or out of state. The costs are usually for transportation, meals, and other eligible travel-related expenditures.

Indirect Rate (9.36%)

This category includes indirect costs incurred by the Executive Director, as this position does not work directly for the individual grant programs. The rate is charged based on a proportionate basis computed by the total number of employees in each department.

In Region Travel

This category includes the costs associated with employee travel within the seventeen-county region. The costs usually are for mileage reimbursement at a current rate set within state

limits. In region travel may also include the costs associated with over-night accommodations and/or meal related charges not to exceed state limits. In region travel expenditures may apply to staff or advisory/board members.

Insurance and Bonding

This category includes fees associated with any insurance policies necessary in complying with state and/or federal regulations. The current policies held by the PBRPC are for liability, property and building content.

Internal Services

This category includes costs for services provided to each grant for internal services including accounting services to maintain the general financial books of accounts, payroll, budget and reporting responsibilities. Internal services also include the costs associated with managing the human resources, personnel, procurement, purchasing, reception, clerical, and general office management responsibilities.

IT Services

This category includes costs associated with maintaining PBRPC IT network server, employee e-mail and user files. Costs include maintaining network security updates, user operating systems and software updates, firewall maintenance and cloud backup activities.

Maintenance and Repairs

This category includes costs associated with building maintenance and/or repair that are necessary to fulfill the daily obligations of each granting agency and/or state/federal safety regulations. Such costs include periodic electrical repair/maintenance, plumbing work, or heating & air conditioning labor costs. Other fees may be associated with the purchase/replacement of floor coverings, building renovation and reconstruction. Capital repairs would not be included in this category.

Public Notice

This category includes cost associated with listing public notices in local papers or other media as required by code.

Noncapital Computer

This category is for computer equipment that does not meet the definition of capital assets; however, it is significant enough to be tagged and inventoried. This could include laptops, tables, etc.

Noncapital Furniture (Small Furniture)

This category is for furniture that does not meet the definition of capital assets; however, it is not rented and not consumable. This could include desks, chairs, filing cabinets, etc.

Other Expenditures

This category includes allowable costs that do not fit any of the other defined categories.

Out of Region Travel

This category includes the costs associated with employee travel out of the seventeen county Permian Basin region (whether it be in-state or out-of-state). The costs are usually for transportation, lodging, meals, and other eligible travel-related expenditures. Out-region travel expenditures can be made by staff or advisory board members.

Outreach

This category includes costs associated with conducting local public awareness activities through targeted community interaction and includes costs associated with media, event, and communication activities.

Over/Under Recovery Costs

This category includes costs associated with any over charges or under charges to the grant programs proposed indirect cost rate and fringe benefit rate based on two previous year's audited expenditures for Indirect and Fringe Benefits.

Postage

This category includes fees associated with the delivery of information such as the U.S. Postal Service, U.S. Overnight Express Mail, United Parcel Service, or local bus station delivery.

Printing

This category includes charges for company letterhead/envelopes and fees associated with publications, newspaper legal notices and job notices.

Professional Development

This category includes charges for the professional development of staff or advisory board members. Items such as travel expenses or workshop training fees or registrations are included in this category.

Salaries

This category of expenses includes the annual salaries of all Full-Time Employees (FTE's) and any part-time/temporary employees. Vacation and sick leave release time is included in the annual salary.

Software

Noncapital, purchased, or leased software will be included in this category. This would include software such as Adobe, Microsoft Office, etc. This would not include our financial software, as it falls into computer services.

Utilities

This category includes fees associated with water bills, electric bills, and any taxes. This category also includes waste disposal charges.

PERMIAN BASIN REGIONAL PLANNING COMMISSION
FINANCIAL PLAN STATEMENT OF REVENUE AND EXPENDITURES
PBRPC LOCAL FUNDS
OCTOBER 1, 2023 - SEPTEMBER 30, 2024

PERSONNEL

SALARIES	-
EMPLOYEE BENEFITS	-

TOTAL PERSONNEL	-
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OPERATING COSTS

INDIRECT COSTS	-
INTERNAL SERVICES	-
FACILITY COST	-
COMPUTER SERVICES	-
PUBLIC NOTICE	-
AUDITING	-
CONTRACT SERVICES	-
IT SERVICES	3,000
OUT OF REGION TRAVEL	8,000
NON CAPITAL FURNITURE	700
NON CAPITAL COMPUTERS	3,000
COMPUTER PERIPHERALS	1,000
CONSUMABLE SUPPLIES	1,500
INSURANCE & BONDING	-
PRINTING	-
FURNITURE AND EQUIPMENT RENTAL	-
MAINTENANCE AND REPAIRS	20,578
COMMUNICATIONS	2,000
POSTAGE	100
UTILITIES	-
DUES AND SUBSCRIPTIONS	500
OTHER EXPENDITURES	8,800
SOFTWARE	-
CELL PHONES	1,000
GOVERNING BODY TRAVEL	2,000
IN REGION TRAVEL	-
OUT REACH	-
PROFESSIONAL DEVELOPMENT	-
EQUIPMENT	-
RENTAL INCOME EXPENSE	12,000
BANK FEES	1,200
CAR ALLOWANCE	3,600
GRANT MATCH	164,000
DISALLOWED COSTS	2,000
BAD DEBT EXPENSE	27,500

TOTAL OPERATING COSTS	262,478
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SERVICES/ PASS-THROUGH	-
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TOTAL EXPENDITURES	262,478
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INCOME

Rental Income	44,100
Investment Income	14,002
Membership Dues	204,376

TOTAL INCOME	262,478
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Permian Basin Regional Planning Commission

STATE AND FEDERAL INCOME

October 1, 2023 thru September 30, 2024

TEXAS HEALTH AND HUMAN SERVICES COMMISSION	\$ 2,410,771
TEXAS DEPARTMENT OF TRANSPORTATION	\$ 40,000
TEXAS COMMISSION ON ENVIRONMENTAL QUALITY	\$ 154,030
TEXAS DEPARTMENT OF AGRICULTURE	\$ 9,958
US DEPARTMENT OF COMMERCE - ECONOMIC DEVELOPMENT	\$ 232,640
US DEPARTMENT OF AGRICULTURE	\$ -
US DEPARTMENT OF TRANSPORTATION	\$ 475,000
COMMISSION ON STATE EMERGENCY COMMUNICATIONS	\$ 2,155,749
GOVERNOR'S DIVISION OF EMERGENCY MANAGEMENT	\$ 460,520
GOVERNOR'S OFFICE - CRIMINAL JUSTICE	\$ 303,620
TOTAL INCOME	\$ 6,242,288

EXPENDITURES 4,158,770

SERVICES 2,485,407

TOTAL EXPENDITURES **6,242,288**

Services include fees that are directly paid to this agency for the delivery of services and are not used to offset the costs of employee operating expenses or salaries. As the fiscal agency, we have financial and monitoring responsibilities for these fees.

The funds do not include match or program income funds.

**PERMIAN BASIN REGIONAL PLANNING COMMISSION
EMPLOYEE BENEFITS**

October 1, 2023- September 30, 2024
FINAL

OPERATING EXPENSES

FICA Taxes / Medicare	158,109.00
Health Insurance	373,313.00
Retirement	196,769.00
Unemployment	7,290.00
Workmen's Compensation	5,088.00
Longevity Pay	17,520.00
Accrued Vacation	10,000.00
TOTAL FRINGE BENEFITS	768,089.00
(OVER) / UNDER RECOVERY COST	(43,815.80)

TOTAL ADJUSTED FRINGE BENEFITS 724,273.20

DIVIDED BY GROSS SALARIES 2,074,102.10

UNADJ BENEFIT RATE	34.92%
Adding this percentage in anticipation of high increase next year	0.00%
TOTAL BENEFIT RATE	34.92%

09.12.23 - This calculation is done several months prior to salary budget approval. The salaries have changed since original calculation. Any shortage is allowed to carry over to following years if needed, without any issues.

AREA AGENCY ON AGING

ADMINISTRATION

INFORMATION AND ASSISTANT DIRECT
SERVICE

LEGAL SERVICES

OMBUDSMAN

NATIONAL FAMILY CAREGIVER SUPPORT
PROGRAM

NUTRITION SERVICES

SERVICES TO ASSIST INDEPENDENCE

CARE COORDINATION DIRECT SERVICE

PERSONNEL

AAA Director

Data Specialist

IR&A Specialist

Project Manager

Case Manager IV

Benefits Counselor I

Benefits Counselor II

Caregiver Program Specialist

Managing Local Ombudsman

Outreach & Wellness Coordinator

**PERMIAN BASIN REGIONAL PLANNING COMMISSION
FINANCIAL PLAN STATEMENT OF REVENUE AND EXPENDITURES
TEXAS HEALTH AND HUMAN SERVICES COMMISSION
OCTOBER 1, 2023 - SEPTEMBER 30, 2024**

PERSONNEL

SALARIES	553,208
EMPLOYEE BENEFITS	193,180

TOTAL PERSONNEL

746,388

OPERATING COSTS

INDIRECT COSTS	69,862
INTERNAL SERVICES	202,707
FACILITY COST	1,964
COMPUTER SERVICES	4,419
PUBLIC NOTICE	82
AUDITING	17,216
CONTRACT SERVICES	58,382
IT SERVICES	20,456
OUT OF REGION TRAVEL	9,149
NON CAPITAL FURNITURE	655
NON CAPITAL COMPUTERS	720
COMPUTER PERIPHERALS	1,660
CONSUMABLE SUPPLIES	9,568
INSURANCE & BONDING	7,841
PRINTING	1,551
FURNITURE AND EQUIPMENT RENTAL	2,244
MAINTENANCE AND REPAIRS	19,465
COMMUNICATIONS	4,469
POSTAGE	4,115
UTILITIES	9,163
DUES AND SUBSCRIPTIONS	14,420
OTHER EXPENDITURES	2,101
SOFTWARE	3,112
CELL PHONES	4,892
GOVERNING BODY TRAVEL	500
IN REGION TRAVEL	16,000
OUT REACH	10,095
PROFESSIONAL DEVELOPMENT	3,700
EQUIPMENT	-

TOTAL OPERATING COSTS

500,506

SERVICES/ PASS-THROUGH

1,207,976

TOTAL EXPENDITURES

2,454,870

INCOME

STATE/FEDERAL INCOME	2,410,771
PBRPC LOCAL INCOME / MATCH	44,099

TOTAL INCOME

2,454,870

Productivity and Performance Report

ADMINISTRATION

OBJECTIVE

The Area Agency on Aging (AAA) administers Older Americans Act (OAA) Programs which empower older adults and their family caregivers by enhancing independence, wellbeing, and dignity. In accordance with OAA Assurances, the AAA gives priority to older individuals with the greatest economic and social need with preference given to low-income households, including low-income minority individuals, those with limited English and those living in rural area to the greatest extent possible.

Primary Goals/Objections:

Develop an Area Plan for the provision of specific services based on state objectives for OAA, regional needs and agency capacity.

2022 – 2023 Projected Performance Measures

Monitor progress and success of the programs implemented under the approved Area Plan. Respond with Area Plan Amendments as needed.

2022-2023 Actual Performance

Distributed client satisfactions surveys to all program participants. Amended the Area Plan to include a new program including new Evidence-Based Intervention Programs in response to regional needs.

2023-2024 Projected Performance Measures

Continue to monitor success of the programs implemented under the approved Area Plan through participation and satisfaction surveys. Respond with Area Plan Amendments as needed.

Develop a budget that capitalizes funds and ensures program fidelity while meeting the following requirements: Adequate Proportions, Ombudsman Maintenance of Effort (MOE), Local Cash Match.

2022 – 2023 Projected Performance Measures

In accordance with Texas Health and Human Services prepare and submit all budgets for approval: Area Plan Budget, Working Budget, Closeout Budget

2022-2023 Actual Performance

Submitted budgets that maximized the Public Health Emergency Flexibilities allowed by Administration for Community Living. Received HHSC approval for all budgets, meeting all requirements in accordance with Disaster Flex Requirements.

2023-2024 Projected Performance Measures

Create a dynamic budget that meets fiscal and programmatic requirements as outlined by the Texas Health and Human Services Commission. Submit amendments as service gaps are identified.

Maintain an organized and efficient system that demonstrates financial and programmatic accountability in compliance with state, federal and HHSC contract terms.

2022 – 2023 Projected Performance Measures

Utilize systems to monitor performance measures for each program monthly: Output Measures, Efficiency Measures, Explanatory Measures

2022-2023 Actual Performance

All programmatic and fiscal performance measures met within the allowable 5% variance of amended budget which included: Number of individuals served, Cost per person, Total units of service

2023-2024 Projected Performance Measures

Continue enhancing monitoring strategies which will serve to optimize administrative staff functions.

Ensure all AAA services and activities comply and are accurately reported including consumer data, service delivery information in the following databases: State Performance Report/Older Americans Act Performance System, National Ombudsman Reporting System (NORS), State Health Insurance Assistance Programs (SHIP).

2022 – 2023 Projected Performance Measures

Utilize the statewide information management system (IMS) to generate data sets to identify records that the Administration for Community Living measure and have classified into clusters: Cluster 1, Cluster 2, Under 60 and NSIP Eligible. Ensure data is complete for optimal submission to the National Aging Program Information System.

2022-2023 Actual Performance

Implemented the process of examining AAA data within the state IMS monthly through Quality Assurance Reviews to ensure all Quarterly Performance Reports contained complete and accurate client records. Successfully maintain an agency standing of satisfactory with HHS at each Quarterly State Program Report which replaced the monthly validation reports effective February 27, 2023.

2023-2024 Projected Performance Measures

Conduct monthly Quality Assurance Reviews that will validate and ensure AAA's data reported in the Older Americans Act Performance System (OAAPS) that monitors performance and collect information on OAA programs.

Establish relationships with stakeholders that can partner in the provision and expansion of AAA services or provide services that are not within the scope of AAA services.

2022 – 2023 Projected Performance Measures

Establish memorandums of understanding with 211, Adult Protective Services, West Texas ADRC, RSVP, Texas A&M AgriLife Extension, Dementia Friendly Midland, and Texas Silver Haired Legislature.

2022-2023 Actual Performance

The AAA Administrative Staff: Served as secretary/treasurer on the Adult Protective Services Advisory Board, Partnered with TX A&M AgriLife Extension to plan the West Texas Conference on Aging, Supported the election of one TX Silver Haired Legislature for representation, Partnered with Senior Medicare Patrol, Established new contractor agreement for Evidence-Based Program, A Matter of Balance, with Texas A&M AgriLife Extension

2023-2024 Projected Performance Measures

Seek opportunities for partnerships that enhance the visibility of the AAA as a focal point for aging services. Promote awareness, knowledge, and visibility of AAA programs by: Supporting civic engagement of AAA staff, Conducting presentations and educational events for both community partners & seniors, Serve in advisory roles among organization serving similar populations, Encourage the pursuit of creative partnerships such as local churches and universities to expand available resources

Ensure staff meets the necessary qualifications to conduct functions, provide training, and staff development.

2022 – 2023 Projected Performance Measures

Secure appropriate training and certification.

2022-2023 Actual Performance

In accordance with HB3428, provided Alzheimer's & Dementia Training and Cultural Competence Training.

2023-2024 Projected Performance Measures

Provide training which will develop & enhance staff capacity.

Maintain all state and federal rules and ensure latest guidance and regulations are being followed.

2022 – 2023 Projected Performance Measures

Ensure the AAA Policies and Procedures manual for AAA programs align with Office of the AAA's newly released P&P Manual.

2022-2023 Actual Performance

Updated AAA Policy & Procedure for staff and contractors.

2023-2024 Projected Performance Measures

Continue monthly quality assurance review to ensure program fidelity and provide additional staff training as identified necessary.

PERFORMANCE ANALYSIS

The Administration staff ensures the development and implementation of a comprehensive and coordinated system. Staff conducts the administrative functions related to fiscal for budgeting and contracting, oversight for monitoring and quality assurance, advocacy for long range planning, and program development necessary to support the comprehensive access and service delivery system that

serves as a focal point for aging services. Some of the activities involved in completing these action steps are as follows:

Promote program visibility in the community by building partnerships with other agencies/organizations and conducting public functions.

- Continue establishing MOUs with other organizations to promote aging services in the Permian Basin.
 - 2-1-1 Advisory Board
 - Adult Protective Services Advisory Board
 - Texas Silver Haired Legislature, election & recruitment support
 - West Texas Food Bank
 - West Texas Opportunities
 - Senior Medicare Patrol
 - West Texas ADRC
 - Texas A&M AgriLife Extension
 - Alzheimer's Association

Monitoring service delivery to ensure compliance with Older Americans Act, as amended, the Texas Administrative Code (TAC) and Contractor agreements.

- 10 – Congregate Meal Contractors
- 12 – Home Delivered Meal Contractors
- 6 – Transportation Contractors
- 3 – Emergency Response Service Contractors
- 6 – Health Maintenance Contractors (Purchase Durable Medical Equipment and Medications)
- 3 – Personal Assistance Contractors (In-Home Services)
- 6 – Residential Repair Contractors (Minor Home Modifications)

Solicit input and provide training opportunities for senior center management on enhancing service delivery. Disseminate relevant program information and evaluate outreach methodologies to ensure special emphasis on older individuals

- Residing in rural areas
- With greatest economic/social need with attention to low-income individuals
- With severe disabilities
- With limited English proficiency
- With Alzheimer's disease and related disorders with neurological and organic brain dysfunction and their caregivers

Provide and/or seek technical assistance on service delivery, regulations, and procedures.

Maintain and amend as needed the policies and procedures for Title III services.

- The Texas Health and Human Services Commission Access & Intake – The Area Agency on Aging of the Permian Basin adheres to the TAC as it applies to AAA and regulations as updated by the ACL and issued by HHSC/OAAA.

INFORMATION AND ASSISTANCE DIRECT SERVICE

OBJECTIVE

To serve as the region's source of connection to comprehensive information on services, benefits, and opportunities in a culturally competent manner where individuals are provided with sufficient information to make informed decisions and people in need are connected with existing benefits and services.

Assess the needs of all inquirers, evaluate appropriate resources and provide appropriate response modes.

2022 – 2023 Projected Performance Measures

Individuals contacting the AAA should result in documented outcomes whereby people in need are connected with benefits and services.

2022-2023 Actual Performance

Information, Referral & Assistance was provided to 1,295 unduplicated older individuals and 515 unduplicated caregivers to older individuals which resulted in 3,228 follow up contacts with or on behalf of older individuals.

2023-2024 Projected Performance Measures

Actively participate in linking inquirers to needed services and following up on referrals to ensure services were provided.

Develop cooperative working relationships with local service providers to build an integrated service delivery system.

2022 – 2023 Projected Performance Measures

Establish memorandums of understanding with organizations to promote interagency referrals.

2022-2023 Actual Performance

Formal and informal referral system with: Adult Protective Services, West Texas Opportunities, 211, West Texas ADRC, West Texas Food Bank

2023-2024 Projected Performance Measures

Maintain a presence in community organized events with special attention to rural areas as opportunities arise. Staff will seek opportunities to participate in community service organization meetings to remain informed on aging issues either in person or virtually.

Increase the visibility of AAA services and programs by incorporating social and web-based platforms.

2022 – 2023 Projected Performance Measures

Disseminate accurate, timely and relevant information to the public through Facebook.

2022-2023 Actual Performance

Amended the Area Plan to include Public Information and demonstrated services provided throughout the region through social media and regional commercials.

2023-2024 Projected Performance Measures

Increase the number of individuals reached through social media by providing innovative content.

Maintain and manage a resource database that includes printed material for a library.

2022 – 2023 Projected Performance Measures

Staff will maintain and continually update a resource library with any literature and/or material available for public information and redistribution.

2022-2023 Actual Performance

Staff conducted an audit of the resource library and requests for information through calls and retained the most relevant & current literature for public distribution. Staff incorporated new literature and resources as it identified trends and service gaps.

2023-2024 Projected Performance Measures

AAA staff will seek AIRS Certification for Database Curator. Staff will continually update the resource library with material available for public information and redistribution as it relates to their programs.

Provide suggestions and recommendations for effective casework to staff members.

2022 – 2023 Projected Performance Measures

Assist in training staff and provide creative suggestions for resource management.

2022-2023 Actual Performance

Staff conducted bi-weekly follow-ups to share status of referrals and seek opportunities for collaboration.

2023-2024 Projected Performance Measures

Implement weekly staff meetings to promote collaboration and coordination. Cultivate an environment to provide suggestions for resource management.

Provide Spanish translated information in a considerate, accurate, and prompt manner.

2022 – 2023 Projected Performance Measures

The AAA will maintain a bilingual staff to assist with non-English speaking individuals.

2022-2023 Actual Performance

The AAA employed 5 bilingual staff to assist with translation to Spanish speaking clients, caregivers, and staff.

2023-2024 Projected Performance Measures

The AAA will recruit, train, and retain a diverse, sufficient, and effective workforce at all levels.

Identify and serve targeted populations in greatest need of services as classified by OAA.

2022 – 2023 Projected Performance Measures

Staff will use the Staff Action & Referral Notice tool to identify clients with the greatest needs and prioritize services accordingly.

2022-2023 Actual Performance

An Internal Referral Notice was completed for 100% of all callers requesting services from AAA. Staff prioritized service delivery to targeted populations based on OAA Assurances.

2023-2024 Projected Performance Measures

Identify areas where underserved populations reside to prioritize service delivery and coordinate outreach activities to bring AAA services to those individuals.

PERFORMANCE ANALYSIS

The Information, Referral, and Assistance Direct Service consists of activities such as assessing the needs of the inquirer, evaluating appropriate resources, assessing appropriate response modes, indicating organizations capable of meeting those needs, providing enough information about each organization to help inquirers make an informed choice, helping inquirers for whom services are unavailable by locating alternative resources and, when necessary, actively participating in linking the inquirer to needed services, and following up on referrals to ensure the service was provided. Projected performance measures and activities have been identified and outlined above with the anticipation that all measures will be achieved.

LEGAL SERVICES

OBJECTIVE

To maintain a comprehensive Benefits Counseling Program for clients and their caregivers through advice and counseling on public entitlements and benefits including advocacy, legal awareness, and access to legal assistance provided by trained and certified staff in collaboration with Texas Legal Services. Consistently and confidently provide accurate, objective, and comprehensive information and assistance.

Provide advice or representation by a certified Benefits Counselor by offering advice/counseling on a one-time or on an ongoing basis.

2022 – 2023 Projected Performance Measures

Provide 260 hours of benefits counseling to seniors, Medicare recipients, family members and/or caregivers in the region.

2022-2023 Actual Performance

Provided 378 hours of benefits counseling to a total of 266 clients.

2023-2024 Projected Performance Measures

Provide 400 hours of legal assistance to seniors, Medicare recipients under 60 and their caregivers in the region.

Aid with preparation of necessary documents relating to public entitlements, health care/long term care, individual rights, planning/protections options, and housing and consumer needs.

2022 – 2023 Projected Performance Measures

Provide application assistance to Medicare beneficiaries during specific enrollment periods for Medicare Part D, Medicare Advantage, and initial Medicare enrollment in Parts A&B, Medicaid Low Income Subsidy, MSP, SLMB, QMB & SNAP benefits. Provide advocacy through representation of Social Security appeals.

2022-2023 Actual Performance

Assisted clients in objectively reviewing options & enrolling in the following benefits: Medicare Parts: A, B, D & C (advantage/supplemental), Medicare Advantage Plans, Medicaid & related low-income subsidies, SNAP Benefits

2023-2024 Projected Performance Measures

Implement various strategies that will increase percentage of unduplicated enrollments by concentrating outreach efforts towards hard-to-reach Medicare beneficiaries including: Low income, Non-native English speaker, Residing in rural area

Conduct legal awareness outreach activities on benefits and legal issues.

2022 – 2023 Projected Performance Measures

Conduct at least 63 legal awareness outreach activities.

2022-2023 Actual Performance

Conducted 79 outreach to a total of 5,626 individuals throughout the Permian Basin region.

2023-2024 Projected Performance Measures

Conduct at least 65 outreach activities and incorporate the use of social media.

Participate in outreach events. Develop new partnerships and engage in strategic projects to increase program awareness, knowledge, and visibility of the program.

2022 – 2023 Projected Performance Measures

AAA staff will conduct outreach events and participate in meetings and health fairs. Staff will maintain and/or train for benefits counselor certification.

2022-2023 Actual Performance

Outreach efforts included partnerships with the West Texas Mobile Food Pantry, rural clinics, and libraries. AAA trained and certified three new benefits counseling staff including the director to ensure continuity of services.

2023-2024 Projected Performance Measures

Continue outreach efforts concentrating participation in rural and underserved areas. Raise public awareness through radio and other media outlets.

Disseminate accurate, timely and relevant information on eligibility criteria, requirements, and procedures to older individuals about public entitlements, health/long-term care services, individual rights, planning/protection options, and housing and consumer needs.

2022 – 2023 Projected Performance Measures

Implement the use of other outreach methods including social media, billboards, direct client distribution lists.

2022-2023 Actual Performance

AAA published billboards and bus wraps for benefits counseling services with content reporting impressions of 2,101,185.

2023-2024 Projected Performance Measures

Raise public awareness of issues by hosting live social media events on a regularly scheduled basis. Continue the use of printed media to reach the public.

PERFORMANCE ANALYSIS

Legal Assistance & Legal Awareness Direct Services provide consumer information and comprehensive services to older individuals regarding advice/counseling, document preparation, representation/advocacy in the areas of Medicare & Medicaid enrollment, advanced planning, and reporting Medicare fraud. Projected performance measures for 2023-2024 have been identified and outlined above with the anticipation that all measures will be achieved.

OMBUDSMAN

OBJECTIVE

Maintain the Texas Long-Term Care Ombudsman Program (LTCOP) which provides services to protect the health, safety, welfare, and rights of residents in nursing facility and assisted living facilities by the Managing Local Ombudsman (MLO).

Support residents and families to resolve any complaint by defining concerns, explaining rights, and identifying courses of action.

2022 – 2023 Projected Performance Measures

Investigate and report all complaints submitted to the Managing Local Ombudsman.

2022-2023 Actual Performance

In FY2023 the Ombudsman program staff investigated and reported a total of 25 complaints with an 80% resolution rate.

2023-2024 Projected Performance Measures

Investigate and report on all incoming complaints to the state unit on aging and work to achieve an 85% resolution rate or better.

Train individuals interested in promoting the well-being and protecting the rights of people in long-term care facilities to serve as Ombudsmen.

2022 – 2023 Projected Performance Measures

The MLO will ensure completion of the required Texas LTCOP Training and assign volunteer(s) to regional facilities.

2022-2023 Actual Performance

The MLO provided 72 hours of training to Certified Staff Ombudsman.

2023-2024 Projected Performance Measures

MLO will ensure acceptance of and adherence to, Texas LTCOP Code of Ethics.

Ensure minimum facility visits are conducted in accordance with state performance measures on a quarterly basis by MLO, staff Ombudsman, or Volunteer Ombudsman.

2022 – 2023 Projected Performance Measures

Conduct the required number of unduplicated visits per Nursing and Assisted Living Facility (ALF).

2022-2023 Actual Performance

The MLO & staff ombudsman conducted 67 visits to 14 Assisted Living Facilities. The Nursing Homes were visited 153 times.

2023-2024 Projected Performance Measures

Meet or exceed the performance measure for number for visits to Nursing Facility and Assisted Living Facilities in the Permian Basin service region.

Maintain program fidelity to meet needs of facility residents by training and retaining a diverse and effective workforce.

2022 – 2023 Projected Performance Measures

Attend local, state, and national conferences and in-service training by HHSC/OAAA and other HHSC departments.

2022-2023 Actual Performance

The MLO attended Ombudsman Quarterly & Regional Training offered through webinar and teleconference. MLO participated in conference calls regarding program updates.

2023-2024 Projected Performance Measures

Attend all local and state required training by State Long-Term Care Ombudsman Office and any relevant HHSC/OAAA training.

Ensure quality of life & care as defined by the Texas Nursing Facility Requirements for nursing and assisted living facility residents.

2022 – 2023 Projected Performance Measures

Assist residents and family members by providing technical assistance, participate in Resident & Family Council Meetings, and by assisting in the development of care plans as requested.

2022-2023 Actual Performance

The MLO provided over 287 hours of service in nursing homes and 99 hours in assisted living facilities.

2023-2024 Projected Performance Measures

Provide assistance and support to residents and family members by: Attending Resident & Family Council Meetings, Attending Care Plan Meetings; Encourage Self-determination & participation of residents by: Allowing choice of activities, schedules, & health care consistent with their interests, assessments, and care plans, Interacting with members of community both inside and outside; and Make choices that are significant to him or her.

PERFORMANCE ANALYSIS

The goal of the Area Agency on Aging Ombudsman Services is to identify, mediate and resolve complaints made by or on behalf of residents of nursing and assisted-living facilities. Projected performance measures for 2023-2024 have been identified and outlined above with the anticipation that all measures will be achieved.

NATIONAL FAMILY CAREGIVER SUPPORT PROGRAM

OBJECTIVE

Provide a coordinated set of support through programs that assist family and informal caregivers that supports their role as caregivers allowing them care for their loved ones at home for as long as possible. These services can reduce caregiver depression, anxiety, and stress as well as enable caregivers to provide care longer, thereby avoiding or delaying the need for institutional care.

Curate a range of educational resources for caregivers about available services and provide resource information addressing caregiver issues and solutions.

2022 – 2023 Projected Performance Measures

Maintain the “Caregiver Corner Libraries” in local communities within senior centers and churches. materials to be made available to the public as a component to AAA library.

2022-2023 Actual Performance

Used social media to promote caregiver issues and resources. Provided monthly newsletters to directly to 4158 registered caregivers.

2023-2024 Projected Performance Measures

Develop additional resource libraries for the dissemination of caregiver information. Increase the information to caregivers about available services by making regular contact through email and social media to reach caregivers on a frequent basis.

To help cope with the stresses of caregiving provide in person caregiver information services and offer caregiver support meetings and trainings throughout the region.

2022 – 2023 Projected Performance Measures

Continue the growth of the caregiver information services program. Increase participation in caregiver support groups.

2022-2023 Actual Performance

Provided caregiver support groups monthly in 7 counties. Hosted 91 support groups with 401 participants.

2023-2024 Projected Performance Measures

Continue to facilitate support groups to allow caregivers the opportunity to discuss their common experiences and develop a support system. Expand the delivery to offer virtual groups.

Conduct a Caregiver Assessment Questionnaire to evaluate the needs of caregivers in a uniform manner per legislative requirements.

2022 – 2023 Projected Performance Measures

Implement the use of the Caregiver Assessment Questionnaire for all individuals seeking caregiver support coordination services. Coordinate the provision service for eligible caregivers.

2022-2023 Actual Performance

The AAA Caregiver Support Coordination Program provided 216 hours of service to 106 unduplicated caregivers through: 21 months of Emergency Response Service, 190 units of Health Maintenance to 35 caregivers, Assisted in paying 28 utility bills for caregivers.

2023-2024 Projected Performance Measures

Evaluate the information collected from the Caregiver Questionnaire to measure the effectiveness of certain caregiver support interventions, improve existing programs, determine the effect of caregiving on employment and employers, and develop new services as necessary.

PERFORMANCE ANALYSIS

As a recipient of National Family Caregiver Support Program Funds, the goal of the Area Agency on Aging is to offer responsive services to the unique needs of family caregivers in the region. A comprehensive program supporting caregivers through caregiver support coordination and information services. Projected performance measures for 2023-2024 have been identified and outlined above with the anticipation that all measures will be achieved.

NUTRITION SERVICES

OBJECTIVE

Reduce hunger, food insecurity and malnutrition, promote socialization of older individuals by supporting congregate and home-delivered meal programs which promote a healthier lifestyle for older Texans residing in the Permian Basin service delivery area. Provide program participants with nutrition education to promote nutritional well-being and to delay the onset of adverse health conditions resulting from poor nutritional health or sedentary behavior.

Provide meals which meet the unique nutritional needs of older individuals.

2022 – 2023 Projected Performance Measures

Procure the services of a dietician that is licensed by the state of Texas, be registered with the Commission on Dietetic Registration, Academy of Nutrition Dietetics; or degree with major studies in food and nutrition, dietetics, or food service management.

2022-2023 Actual Performance

Entered into an agreement with a registered dietician that created seasonal menus for nutrition providers which documented the following: Computer Nutrient Analysis, Menus with dates of services, Menus with approved allowable substitutions.

2023-2024 Projected Performance Measures

Continue to increase satisfaction of participants in the nutrition program, procure menu choices for nutrition providers.

Provide annual training for nutrition providers which will ensure their meal projects comply with state Dietary Reference Intakes and Nutrition Education requirements. Offer technical assistance as needed.

2022 – 2023 Projected Performance Measures

Distribute technical assistance information to thirteen nutrition service providers.

2022-2023 Actual Performance

Provided Nutrition Consultation by contracting a licensed dietician to create menus for meal providers that met 33.3% of dietary reference intakes. Trained providers with Nutrition Education they could utilize in their programs to promote nutritional well-being to clients. Conducted one technical assistance training to the 13 nutrition providers in the region.

2023-2024 Projected Performance Measures

Continue to provide nutrition consultation services to congregate and home delivered meal providers to help them meet state dietary standards and offer menu substitutions based on client consumption. Provide annual Nutrition Education plans to assist meal providers comply with state requirements. Continue offering technical assistance & offer web-based training opportunities.

Complete on-site uniform rate setting annually and enter into contract agreements with regional meal programs for nutrition services to provide congregate and home delivered meals to clients.

2022 – 2023 Projected Performance Measures

Enter into contractor agreements with regional nutrition programs for nutritional services.

2022-2023 Actual Performance

Through contractor agreements AAA funded: 39,345 congregate meals, 171,820 home-delivered meals, •Programs generated \$293,448 in client contributions to senior centers in: Andrews, Crane, Dawson, Ector, Gaines, Howard, Martin, McCamey (Upton), Midland, Pecos, Rankin (Upton), Ward, and Winkler Counties.

2023-2024 Projected Performance Measures

Complete on-site uniform rate setting and enter into contractor agreements with regional providers to continue nutrition services for AAA clients. Match or exceed number of meals provided in previous fiscal year.

Provide nutrition education to all meal participants with material designed to provide understanding, skills, and motivation necessary to make informed food, activity, and behavioral choices that can improve their health and prevent chronic disease.

2022 – 2023 Projected Performance Measures

Provide annual nutrition education curriculum to providers and support staff including guidance on using materials.

2022-2023 Actual Performance

Provided an annual Nutrition Education Training by a registered dietitian that may be provided: In person; By phone; or through other electronic means such as webcasts, if such means gives each person an opportunity to ask questions.

2023-2024 Projected Performance Measures

Continue to provide nutrition education that helps promote nutritional well-being and delays the onset of adverse health conditions from poor nutritional health or sedentary behavior by providing accurate and culturally sensitive information and instruction on nutrition, physical fitness, or health (as it relates to nutrition).

Ensure compliance with the Nutrition Services Incentive Program (NSIP).

2022 – 2023 Projected Performance Measures

Review all nutrition meal participants intakes and assessments for NSIP eligibility.

2022-2023 Actual Performance

Reported NSIP eligible meals as follows: Served to a person eligible to receive a meal; Served to an eligible person who has not been means-tested for participation; Compliant with OAA Nutrition Requirements; Served to a person who has an opportunity to make a voluntary contribution.

2023-2024 Projected Performance Measures

Conduct quarterly data scrubs of the state reporting database ensuring program participant eligibility and exclude ineligible participants from reimbursement.

PERFORMANCE ANALYSIS

The goal of the Area Agency on Aging Nutrition Services is to support congregate and home-delivered meal programs. The AAA seeks to reduce food insecurity, help sustain independent living in a safe and healthful environment and promote socialization among older individuals. In all areas listed above, the Area Agency on Aging Nutrition Services met the planned performance for 2022-2023. Projected performance measures for 2023-2024 have been identified and outlined. Some of the performance measure activities involved in completing these actions steps includes:

- Meet or exceed # of congregate meals served in FY2023
 - Meals purchased with Title III funds = 60,259
 - Meals purchased with Local funds = 10,881
 - Meals purchased with Program Income funds = 20,079
- Meet or exceed # of home delivered meals served in FY2023
 - Meals purchased with Title III & CARES & ARPA Funds = 156,004
 - Meals purchase with Local funds = 24,862
 - Meals purchased with Program Income funds = 15,023
- Maintain innovative menus and meal service models to focus on healthy selections, choices and meal service that appeal to diverse older individuals.
 - Menus are revised annually by a registered licensed dietician to maintain the DRI's required by the Older American's Act of 1965 as amended.
- Distribute technical assistance information to all nutrition service providers and provide contractor training.
- Ensure all database information is reported completely, accurately, and timely by communicating reporting requirements and deadlines to AAA internal staff, participating nutrition centers and contractors.

SERVICES TO ASSIST INDEPENDENCE

OBJECTIVE

To provide a locally based system of services designed to maintain personal independence through the provision of supportive services, transportation and senior center activities including community service volunteering.

Maintain open enrollment for direct purchase of service and enter into contractor agreements with providers for emergency response, health maintenance, income support, residential repair, and transportation each fiscal year.

2022 – 2023 Projected Performance Measures

Enter into contractor agreements with regional providers for transportation, residential repair, personal assistance, emergency response, and other services.

2022-2023 Actual Performance

Entered into contractor agreements for the provision of the following services:

- 25 months Emergency Response
- 2287 units Health Maintenance
- 127 units Income Support
- 620 hours of Personal Assistance
- 56 homes Residential Repair
- 12,516 trips through Transportation

2023-2024 Projected Performance Measures

Continue open enrollment for direct purchase of service and seek potential contractors.

Ensure high quality services are received by AAA clients.

2022 – 2023 Projected Performance Measures

Conduct consumer satisfaction surveys as required by HHSC/OAAA.

2022-2023 Actual Performance

The AAA conducted consumer satisfaction surveys as required by HHSC/OAAA.

2023-2024 Projected Performance Measures

Through consumer satisfaction surveys and follow-up activities confirm program participant satisfaction.

Support and promote regional senior center activities.

2022 – 2023 Projected Performance Measures

Publish a list of senior centers in the region and distribute as requested.

2022-2023 Actual Performance

The AAA maintained information on Senior Centers, Community Centers, through AAA website.

2023-2024 Projected Performance Measures

Publish a list of senior centers in the region and distribute as requested.

Provide volunteer opportunities to the older population.

2022 – 2023 Projected Performance Measures

Coordinate with the Silver Haired Legislature representatives, recruit volunteers to serve on the Aging Advisory Council.

2022-2023 Actual Performance

The AAA supported Silver Haired Legislature activities. The AAA recruited one new member to the Permian Basin Aging Advisory Council.

2023-2024 Projected Performance Measures

Coordinate with the Silver Haired Legislature representative, recruit volunteers to serve on the Aging Advisory Council, and continue to honor senior volunteers throughout the Permian Basin.

PERFORMANCE ANALYSIS

A comprehensive program assisting independence provided coordination and information services. Projected performance measures for 2023-2024 have been identified and outlined above with the anticipation that all measures will be achieved.

CARE COORDINATION DIRECT SERVICE

OBJECTIVE

To assess the needs of an older individual and effectively plan, arrange, coordinate, and follow up on services which most appropriately meet the identified needs as mutually defined by the older individual, the AAA staff, and where appropriate, family member or other caregivers.

Conduct a Consumer Needs Assessment for each client to assess the needs and identify gaps in services and link them to appropriate supportive services.

2022 – 2023 Projected Performance Measures

Conduct a Consumer Needs Assessment for each client receiving Care Coordination Service.

2022-2023 Actual Performance

The AAA completed a Consumer Needs Assessment for 100% of clients receiving care coordination services.

2023-2024 Projected Performance Measures

The AAA access and assistance staff will complete a Consumer Needs Assessment for each client requesting care coordination services.

Develop a care plan that will achieve specific service goals and arrange for direct purchase of services through contractors.

2022 – 2023 Projected Performance Measures

Provide 1074 hours of care coordination service to 423 clients.

2022-2023 Actual Performance

The AAA provided 710 hours of care coordination services to 396 clients.

2023-2024 Projected Performance Measures

Meet or exceed the FY23 performance of hours and number of clients for care coordination services.

Reassess client needs through follow-up phone calls or correspondence and revise care plan as appropriate.

2022 – 2023 Projected Performance Measures

Reassess client needs every 90 days or earlier as necessary.

2022-2023 Actual Performance

All clients received a 90-day follow up days except for those continuing through long-term care services.

2023-2024 Projected Performance Measures

Reassess client needs upon completion of service delivery or at least every 90 days.

Manage service budget and issue contractor payments in a timely manner.

2022 – 2023 Projected Performance Measures

Process contractor payments in accordance with contractor agreements.

2022-2023 Actual Performance

Payments were processed within 45 days of when the AAA received invoices.

2023-2024 Projected Performance Measures

Process contractor payments in accordance with contractor agreements. Maintain balanced budget.

Allow clients the opportunity to contribute toward the cost of services.

2022 – 2023 Projected Performance Measures

Advise the client of their right to contribute toward the cost of services through the Client Rights & Responsibilities Form.

2022-2023 Actual Performance

All clients advised of their right to contribute toward the cost of services provided.

2023-2024 Projected Performance Measures

Advise the client of their right to contribute toward the cost of services through the Client Rights & Responsibilities Form.

PERFORMANCE ANALYSIS

The goal of the Area Agency on Aging Care Coordination Direct Service identifies the needs of clients and arrange services either directly or in coordination with other community agencies. The Area Agency on Aging Care Coordination Direct Service met the performance measure for 2023-2024. Projected performance measures for 2023-2024 have been identified and outlined above with the anticipation that all measures will be achieved. Some of the performance measure activities involved in completing these actions steps includes:

- Work with Information, Referral & Assistance staff to identify potentially eligible clients.
- Create goals each new fiscal year as funds and resources are made available to the AAA by ACL through HHSC.
- To provide and develop individual care plans and coordinate Direct Purchase Services with contractors for needed services.
- To ensure that client needs are being met satisfactorily, AAA will follow up upon completion of service delivery or at least every 90 days if services are provided on an ongoing basis.
- Monitor the Care Coordination budget closely to project and report paid and obligated costs by service, contractor, and client.
- Integrate service coordination by introducing available services from other service agencies.

**PERMIAN BASIN REGIONAL PLANNING COMMISSION
FINANCIAL PLAN STATEMENT OF REVENUE AND EXPENDITURES
COMMISSION ON STATE EMERGENCY COMMUNICATIONS
OCTOBER 1, 2023 - SEPTEMBER 30, 2024**

PERSONNEL

SALARIES	357,425
EMPLOYEE BENEFITS	124,813

TOTAL PERSONNEL

482,237

OPERATING COSTS

INDIRECT COSTS	45,137
INTERNAL SERVICES	96,028
FACILITY COST	1,091
COMPUTER SERVICES	2,455
PUBLIC NOTICE	45
AUDITING	9,565
CONTRACT SERVICES	75,000
IT SERVICES	-
OUT OF REGION TRAVEL	28,638
NON CAPITAL FURNITURE	364
NON CAPITAL COMPUTERS	400
COMPUTER PERIPHERALS	922
CONSUMABLE SUPPLIES	18,000
INSURANCE & BONDING	4,356
PRINTING	2,306
FURNITURE AND EQUIPMENT RENTAL	1,247
MAINTENANCE AND REPAIRS	10,814
COMMUNICATIONS	7,983
POSTAGE	2,425
UTILITIES	5,090
DUES AND SUBSCRIPTIONS	10,000
OTHER EXPENDITURES	8,891
SOFTWARE	324
CELL PHONES	-
GOVERNING BODY TRAVEL	-
IN REGION TRAVEL	3,000
OUT REACH	-
PROFESSIONAL DEVELOPMENT	-
EQUIPMENT	243,494

TOTAL OPERATING COSTS

577,574

SERVICES/ PASS-THROUGH

1,095,938

TOTAL EXPENDITURES

2,155,749

INCOME

STATE/FEDERAL INCOME	2,155,749
PBRPC LOCAL INCOME / MATCH	0

TOTAL INCOME

2,155,749

CRIMINAL JUSTICE

PLANNING DIVISION

Office of the Governor, Criminal Justice Division

LAW ENFORCEMENT ACADEMY

Office of the Governor, Criminal Justice Division

MENTAL HEALTH

Office of the Governor, Criminal Justice Division

VIOLENCE AGAINST WOMEN ACT

Office of the Governor, Criminal Justice Division

PERSONNEL

Criminal Justice Director
Academy Training Coordinator

**PERMIAN BASIN REGIONAL PLANNING COMMISSION
FINANCIAL PLAN STATEMENT OF REVENUE AND EXPENDITURES
GOVERNOR'S OFFICE - CRIMINAL JUSTICE - PLANNING
OCTOBER 1, 2023 - SEPTEMBER 30, 2024**

PERSONNEL

SALARIES	23,921
EMPLOYEE BENEFITS	8,353

TOTAL PERSONNEL	32,274
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OPERATING COSTS

INDIRECT COSTS	3,021
INTERNAL SERVICES	6,330
FACILITY COST	155
COMPUTER SERVICES	162
PUBLIC NOTICE	3
AUDITING	630
CONTRACT SERVICES	254
IT SERVICES	749
OUT OF REGION TRAVEL	2,542
NON CAPITAL FURNITURE	24
NON CAPITAL COMPUTERS	26
COMPUTER PERIPHERALS	61
CONSUMABLE SUPPLIES	2,268
INSURANCE & BONDING	287
PRINTING	20
FURNITURE AND EQUIPMENT RENTAL	82
MAINTENANCE AND REPAIRS	1,535
COMMUNICATIONS	164
POSTAGE	28
UTILITIES	252
DUES AND SUBSCRIPTIONS	174
OTHER EXPENDITURES	77
SOFTWARE	21
CELL PHONES	-
GOVERNING BODY TRAVEL	-
IN REGION TRAVEL	1,000
OUT REACH	-
PROFESSIONAL DEVELOPMENT	-
EQUIPMENT	-

TOTAL OPERATING COSTS	19,864
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SERVICES/ PASS-THROUGH	-
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TOTAL EXPENDITURES	52,138
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INCOME

STATE/FEDERAL INCOME	52,138
PBRPC LOCAL INCOME / MATCH	0

TOTAL INCOME	52,138
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**PERMIAN BASIN REGIONAL PLANNING COMMISSION
FINANCIAL PLAN STATEMENT OF REVENUE AND EXPENDITURES
GOVERNOR'S OFFICE - CRIMINAL JUSTICE - ACADEMY
OCTOBER 1, 2023 - SEPTEMBER 30, 2024**

PERSONNEL

SALARIES	68,751
EMPLOYEE BENEFITS	24,008

TOTAL PERSONNEL	92,759
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OPERATING COSTS

INDIRECT COSTS	8,682
INTERNAL SERVICES	18,192
FACILITY COST	-
COMPUTER SERVICES	465
PUBLIC NOTICE	9
AUDITING	1,812
CONTRACT SERVICES	729
IT SERVICES	2,153
OUT OF REGION TRAVEL	121
NON CAPITAL FURNITURE	69
NON CAPITAL COMPUTERS	76
COMPUTER PERIPHERALS	175
CONSUMABLE SUPPLIES	586
INSURANCE & BONDING	825
PRINTING	58
FURNITURE AND EQUIPMENT RENTAL	-
MAINTENANCE AND REPAIRS	-
COMMUNICATIONS	470
POSTAGE	81
UTILITIES	-
DUES AND SUBSCRIPTIONS	499
OTHER EXPENDITURES	-
SOFTWARE	61
CELL PHONES	-
GOVERNING BODY TRAVEL	-
IN REGION TRAVEL	-
OUT REACH	-
PROFESSIONAL DEVELOPMENT	-
EQUIPMENT	-

TOTAL OPERATING COSTS	35,063
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SERVICES/ PASS-THROUGH	-
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TOTAL EXPENDITURES	127,821
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INCOME

STATE/FEDERAL INCOME	111,415
PBRPC LOCAL INCOME / MATCH / PROGRAM INCOME	16,406

TOTAL INCOME	127,821
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**PERMIAN BASIN REGIONAL PLANNING COMMISSION
FINANCIAL PLAN STATEMENT OF REVENUE AND EXPENDITURES
GOVERNOR'S OFFICE - CRIMINAL JUSTICE - MENTAL HEALTH
OCTOBER 1, 2023 - SEPTEMBER 30, 2024**

PERSONNEL

SALARIES	31,142
EMPLOYEE BENEFITS	10,875

TOTAL PERSONNEL	42,016
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OPERATING COSTS

INDIRECT COSTS	3,933
INTERNAL SERVICES	8,240
FACILITY COST	201
COMPUTER SERVICES	211
PUBLIC NOTICE	4
AUDITING	821
CONTRACT SERVICES	18,330
IT SERVICES	975
OUT OF REGION TRAVEL	55
NON CAPITAL FURNITURE	31
NON CAPITAL COMPUTERS	34
COMPUTER PERIPHERALS	79
CONSUMABLE SUPPLIES	2,322
INSURANCE & BONDING	374
PRINTING	26
FURNITURE AND EQUIPMENT RENTAL	107
MAINTENANCE AND REPAIRS	1,196
COMMUNICATIONS	213
POSTAGE	36
UTILITIES	328
DUES AND SUBSCRIPTIONS	226
OTHER EXPENDITURES	100
SOFTWARE	28
CELL PHONES	-
GOVERNING BODY TRAVEL	-
IN REGION TRAVEL	900
OUT REACH	-
PROFESSIONAL DEVELOPMENT	-
EQUIPMENT	-

TOTAL OPERATING COSTS	38,771
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SERVICES/ PASS-THROUGH	-
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TOTAL EXPENDITURES	80,787
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INCOME

STATE/FEDERAL INCOME	80,787
PBRPC LOCAL INCOME / MATCH	0

TOTAL INCOME	80,787
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**PERMIAN BASIN REGIONAL PLANNING COMMISSION
FINANCIAL PLAN STATEMENT OF REVENUE AND EXPENDITURES
GOVERNOR'S OFFICE - CRIMINAL JUSTICE - VAWA
OCTOBER 1, 2023 - SEPTEMBER 30, 2024**

PERSONNEL

SALARIES	49,836
EMPLOYEE BENEFITS	17,403

TOTAL PERSONNEL	67,239
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OPERATING COSTS

INDIRECT COSTS	6,294
INTERNAL SERVICES	15,400
FACILITY COST	-
COMPUTER SERVICES	-
PUBLIC NOTICE	6
AUDITING	1,819
CONTRACT SERVICES	13,187
IT SERVICES	2,162
OUT OF REGION TRAVEL	88
NON CAPITAL FURNITURE	50
NON CAPITAL COMPUTERS	55
COMPUTER PERIPHERALS	127
CONSUMABLE SUPPLIES	425
INSURANCE & BONDING	828
PRINTING	42
FURNITURE AND EQUIPMENT RENTAL	-
MAINTENANCE AND REPAIRS	-
COMMUNICATIONS	-
POSTAGE	58
UTILITIES	-
DUES AND SUBSCRIPTIONS	362
OTHER EXPENDITURES	-
SOFTWARE	44
CELL PHONES	-
GOVERNING BODY TRAVEL	-
IN REGION TRAVEL	-
OUT REACH	-
PROFESSIONAL DEVELOPMENT	-
EQUIPMENT	-

TOTAL OPERATING COSTS	40,947
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SERVICES/ PASS-THROUGH	-
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TOTAL EXPENDITURES	108,186
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INCOME

STATE/FEDERAL INCOME	75,686
PBRPC LOCAL INCOME / MATCH	32,500

TOTAL INCOME	108,186
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Productivity and Performance Report

PLANNING DIVISION

OBJECTIVE

To provide technical assistance to facilitate the regions criminal justice planning process in order to identify and prioritize local and regional needs; identify and secure resources to meet those needs; and assist in implementing projects to meet such needs.

Primary Goals/Objections:

Attend CJD trainings.

2022 – 2023 Projected Performance Measures

Attend CJD trainings.

2022-2023 Actual Performance

Attended video CJD training.

2023-2024 Projected Performance Measures

Attend CJD trainings.

Review all applications, budget items and completeness of applications.

2022 – 2023 Projected Performance Measures

Distribution of approximately 350 notices regarding the planning/grant application process.

2022-2023 Actual Performance

Distributed approximately 450 notices regarding planning/grant application process.

2023-2024 Projected Performance Measures

Distribution of approximately 350 notices regarding the planning/grant application process.

Provide technical assistance in the development of local/regional plans and corresponding grant applications.

2022 – 2023 Projected Performance Measures

Provision of technical assistance in the preparation of 13 grant applications. Support the implementation of local/regional projects and initiatives. Represent criminal justice interests in related community-based initiatives. Set deadlines for all local applications for funding. Research funding sources for local agencies in the Region. Set deadlines for all local applications for funding. Update Review Instrument for scoring applications.

2022-2023 Actual Performance

Provide technical assistance in the preparation of 11 grant applications. Supported the implementation of local/regional projects and initiatives. Represented criminal justice interests in related community-based initiatives. Set deadlines for all local applications for funding. Researched funding sources for local agencies in the Region. Set deadlines for all local applications for funding. Updated Review Instrument for applications.

2023-2024 Projected Performance Measures

Provision of technical assistance in the preparation of 15 grant applications. Support the implementation of local/regional projects and initiatives. Represent criminal justice interests in related community-based initiatives. Set deadlines for all local applications for funding. Research funding sources for local agencies in the Region. Set deadlines for all local applications for funding. Update Review Instrument for scoring applications.

Oversight of the Criminal Justice Advisory Committee.

2022 – 2023 Projected Performance Measures

Provide oversight of the Criminal Justice Advisory Committee. Each member represents one of the following areas: citizens or parents, substance abuse prevention, education, juvenile justice, law enforcement, mental health, non-profit, prosecution or court and victims' services.

2022-2023 Actual Performance

Provided oversight of the Criminal Justice Advisory Committee. Each member represents one of the following areas: citizens or parents, substance abuse prevention, education, juvenile justice, law enforcement, mental health, non-profit, prosecution or court and victims' services.

2023-2024 Projected Performance Measures

Provide oversight of the Criminal Justice Advisory Committee. Each member represents one of the following areas: citizens or parents, substance abuse prevention, education, juvenile justice, law enforcement, mental health, non-profit, prosecution or court and victims' services.

Score, tabulate and prioritize grant applications.

2022 – 2023 Projected Performance Measures

Score, tabulate, and prioritize applications. Send prioritization list to Governor's Office, Criminal Justice Division.

2022-2023 Actual Performance

Scored, tabulated and prioritized 11 applications. Sent prioritization list to the Governor's Office, Criminal Justice Division.

2023-2024 Projected Performance Measures

Score, tabulate, and prioritize applications. Send prioritization list to Governor's Office, Criminal Justice Division.

Hold CJAC meetings.

2022 – 2023 Projected Performance Measures

Coordination and staffing of a minimum of 1 CJAC meeting.

2022-2023 Actual Performance

Coordinated and staffed 1 CJAC meeting.

2023-2024 Projected Performance Measures

Coordination and staffing of a minimum of 1 CJAC meeting.

Update Policies & Procedures.

2022 – 2023 Projected Performance Measures

Update Policies & Procedures for new CJD guidelines.

2022-2023 Actual Performance

Updated Policies & Procedures for CJAC and grantees. This is done once a year.

2023-2024 Projected Performance Measures

Update Policies & Procedures for new CJD guidelines.

Hold Grant workshops.

2022 – 2023 Projected Performance Measures

Hold 1 Grant Application Workshop.

2022-2023 Actual Performance

Held 1 Grant workshop.

2023-2024 Projected Performance Measures

Hold 1 Grant Application Workshop.

Provide technical assistance to grantees.

2022 – 2023 Projected Performance Measures

Provide technical assistance approximately 125 times.

2022-2023 Actual Performance

Provided technical assistance 192 times to grantees.

2023-2024 Projected Performance Measures

Provide technical assistance approximately 125 times.

Provide assistance to grantees placed on vendor hold.

2022 – 2023 Projected Performance Measures

Provide assistance to grantees placed on vendor hold.

2022-2023 Actual Performance

Provided technical assistance to 0 agencies placed on vendor hold.

2023-2024 Projected Performance Measures

Provide assistance to grantees placed on vendor hold.

PERFORMANCE ANALYSIS

The Planning Division of the Law Enforcement Academy provides technical assistance to facilitate Criminal Justice Division's funding opportunities and identify and prioritize local and regional needs; identify and secure resources to meet those needs; and assists in implementing projects to meet such needs. In the majority of the areas listed above, the Planning Division met the planned performance for 2022-2023. Projected performance measures for 2023-2024 have been identified and outlined above with the anticipation that all measures will be achieved. Performance measures reported above are output/outcome measures required to be reported to the Office of the Governor, Criminal Justice Division.

LAW ENFORCEMENT ACADEMY

OBJECTIVE

To ensure the provision of basic and in-service training to the local peace officers of the Permian Basin region.

Primary Goals/Objections:

Support Regional law enforcement training.

2022 – 2023 Projected Performance Measures

Develop CJD grant application for funding to support regional law enforcement training.

2022-2023 Actual Performance

Completion and submission of annual application.

2023-2024 Projected Performance Measures

Develop CJD grant application for funding to support regional law enforcement training.

Provide training curriculum.

2022 – 2023 Projected Performance Measures

2 Basic Peace Officer Courses, at least 4 Basic County Corrections Courses and approximately 68,000 hours of in-service training.

2022-2023 Actual Performance

Provided 2 Basic Peace Officer Courses for 12,240 contact hours, 5 Basic Corrections Courses for 9,280 contact hours and 10,898 contact hours of in-service training for a total of 32,418 training hours.

2023-2024 Projected Performance Measures

Provide training equivalent to previous year.

Provide Mandatory TCOLE training.**2022 – 2023 Projected Performance Measures**

Provide Mandatory TCOLE training to all license-holders and departments in the region. To include projected 24hr mental health course for corrections.

2022-2023 Actual Performance

Provided TCOLE Licensure courses, Legislatively mandated courses, and in-service training for 1,177 TCOLE License holders in 72 Criminal Justice Agencies in the 17-County Permian Basin Region.

2023-2024 Projected Performance Measures

Provide Mandatory TCOLE training to all license-holders and departments in the region. To include projected 24hr mental health course for corrections.

Evaluate relevant training.**2022 – 2023 Projected Performance Measures**

Evaluate relevant training.

2022-2023 Actual Performance

Evaluation of 2 basic certification classes.

2023-2024 Projected Performance Measures

Evaluate relevant training.

Collect tuition fees for training.**2022 – 2023 Projected Performance Measures**

Collect tuition fees for training.

2022-2023 Actual Performance

Collected tuition fees.

2023-2024 Projected Performance Measures

Collect tuition fees for training.

Provide in-service training.**2022 – 2023 Projected Performance Measures**

Hold numerous in-service schools including mental health and Alzheimer's courses.

2022-2023 Actual Performance

Held 107 in-Service classes, including 26 courses addressing mental health.

2023-2024 Projected Performance Measures

Hold numerous in-service schools including mental health and Alzheimer's courses.

Submit all required reports to CJD.**2022 – 2023 Projected Performance Measures**

Complete and submit all required reports to CJD.

2022-2023 Actual Performance

Completed and submitted all required reports to CJD.

2023-2024 Projected Performance Measures

Complete and submit all required reports to CJD.

Appoint qualified instructors.**2022 – 2023 Projected Performance Measures**

Appoint and supervise qualified instructors.

2022-2023 Actual Performance

Appointed and supervised qualified instructors.

2023-2024 Projected Performance Measures

Appoint and supervise qualified instructors.

Maintain TCOLE standards.**2022 – 2023 Projected Performance Measures**

Enforce all admission, attendance, retention and other standards set by TCOLE.

2022-2023 Actual Performance

Enforced all admission, attendance, retention and other standards set by TCOLE with attendees.

2023-2024 Projected Performance Measures

Enforce all admission, attendance, retention and other standards set by TCOLE.

Maintain TCOLE testing requirements.

2022 – 2023 Projected Performance Measures

Administer online TCOLE Tests.

2022-2023 Actual Performance

Administered 137 online TCOLE Tests. PBLEA Basic Peace Officer courses had an 88.2% first test pass rate, and 100% licensure test pass rate. PBLEA Basic County Correction Course had an 87.5% first test pass rate and 96.8% licensure test pass rate.

2023-2024 Projected Performance Measures

Administer online TCOLE Tests.

Assist with policy planning with LEAAB.

2022 – 2023 Projected Performance Measures

Policy planning with Law Enforcement Academy Advisory Board.

2022-2023 Actual Performance

Policy planned with Law Enforcement Academy Advisory Board.

2023-2024 Projected Performance Measures

Policy planning with Law Enforcement Academy Advisory Board.

Maintain TCOLE standards.

2022 – 2023 Projected Performance Measures

Maintain communication with region.

2022-2023 Actual Performance

Met with chief law enforcement officials in 17-county region.

2023-2024 Projected Performance Measures

Maintain communication with region.

Maintain training requirements.

2022 – 2023 Projected Performance Measures

Attend CJD Training and mandatory TCOLE training.

2022-2023 Actual Performance

Attended mandatory TCOLE Training Coordinator Conference.

2023-2024 Projected Performance Measures

Attend CJD Training and mandatory TCOLE training.

PERFORMANCE ANALYSIS

The Criminal Justice Division of the Law Enforcement Academy ensures the provision of basic and in-service training to the local peace officers of the Permian Basin region. The State of Texas, through the Commission on Law Enforcement (TCOLE) requires a minimum of 720 hours of training for participants in the Basic Peace Officer Course. In addition to this basic training, TCOLE requires each peace officer to receive a minimum of 40 hours of training within each 24-month training unit. As part of this ongoing training each officer must receive training in topics specified by the state legislature, unique to their particular duty assignments and areas that pertain to their level of certification through TCOLE. This training is provided through the Permian Basin Law Enforcement Academy. The Academy is monitored by TCOLE and the Criminal Justice Division of the State of Texas to ensure that training needs and standards comply with state requirements and to meet the needs of the agencies serviced by the Academy. Funds for the operation are obtained from the Criminal Justice Division of the State of Texas, course training and training fees. In all areas listed above, the Criminal Justice Division met the planned performance for 2022-2023. Projected performance measures for 2023-2024 have been identified and outlined above with the anticipation that all measures will be achieved. Performance measures reported above are output/outcome measures required to be reported to the Office of the Governor, Criminal Justice Division.

MENTAL HEALTH PROGRAM

OBJECTIVE

To ensure the provision of basic and in-service training to the local peace officers of the Permian Basin region.

Support Regional law enforcement training.

2022 – 2023 Projected Performance Measures

Develop CJD grant application for funding to support regional law enforcement training in mental health courses.

2022-2023 Actual Performance

Completion and submission of annual application.

2023-2024 Projected Performance Measures

Develop CJD grant application for funding to support regional law enforcement training in mental health courses.

Provide training curriculum.

2022 – 2023 Projected Performance Measures

Provide Training to 100 law enforcement officers. Provide 5 Mental Health Training for Jailers Courses, and 3 40-hour Crisis Intervention Courses for approximately 4,000 contact hours.

2022-2023 Actual Performance

Provided Training to 215 law enforcement officers. Provided 21 courses for a total of 2,082 contact hours.

2023-2024 Projected Performance Measures

Provide Training to 200 law enforcement officers. Provide 25 courses for a total of 2,500 contact hours.

Evaluate relevant training.

2022 – 2023 Projected Performance Measures

Evaluate relevant training.

2022-2023 Actual Performance

Evaluation of mental health training.

2023-2024 Projected Performance Measures

Evaluate relevant training.

Submit all required reports to CJD.

2022 – 2023 Projected Performance Measures

Complete and submit all required reports to CJD.

2022-2023 Actual Performance

Completed and submitted all required reports to CJD.

2023-2024 Projected Performance Measures

Complete and submit all required reports to CJD.

Submit all reports of training to TCOLE.

2022 – 2023 Projected Performance Measures

Submit all reports of training to TCOLE.

2022-2023 Actual Performance

Submitted all reports of training to TCOLE.

2023-2024 Projected Performance Measures

Submit all reports of training to TCOLE.

Appoint qualified instructors.

2022 – 2023 Projected Performance Measures

Appoint and supervise qualified instructors.

2022-2023 Actual Performance

Appointed and supervised qualified instructors.

2023-2024 Projected Performance Measures

Appoint and supervise qualified instructors.

Maintain TCOLE standards.

2022 – 2023 Projected Performance Measures

Enforce attendance, retention and other standards set by TCOLE.

2022-2023 Actual Performance

Enforced attendance, retention and other standards set by TCOLE.

2023-2024 Projected Performance Measures

Enforce attendance, retention and other standards set by TCOLE.

Maintain communication with region.

2022 – 2023 Projected Performance Measures

Liaison with chief law enforcement officials in 17-county region.

2022-2023 Actual Performance

Met with chief law enforcement officials in 17-county region.

2023-2024 Projected Performance Measures

Liaison with chief law enforcement officials in 17-county region.

PERFORMANCE ANALYSIS

The Criminal Justice Division of the Law Enforcement Academy ensures the provision of basic and in-service training for law enforcement in the 17 county Permian Basin Region. Under this training umbrella, the Academy will provide mental health for jailer courses and Crisis Intervention Courses to law enforcement personnel. The State of Texas, through the Texas Commission on Law Enforcement, (TCOLE) requires each peace officer to have training in mental health. The Permian Basin Law Enforcement Academy is monitored by TCOLE and the Criminal Justice Division of the State of Texas to

ensure that training needs and standards comply with state requirements and to meet the needs of the agencies serviced by the Academy. Funds for the operation are obtained from the Criminal Justice Division of the State of Texas. In all areas listed above, the Criminal Justice Division met the planned performance for 2022-2023. Projected performance measures for 2022-2024 have been identified and outlined above with the anticipation that all measures will be achieved. Performance measures reported above are output/outcome measures required to be reported to the Office of the Governor, Criminal Justice Division.

VIOLENCE AGAINST WOMEN ACT

OBJECTIVE

To ensure the provision of basic and in-service training to the local peace officers of the Permian Basin region.

Support Regional law enforcement training.

2022 – 2023 Projected Performance Measures

Develop CJD grant application for funding to support regional law enforcement training in violence against women courses.

2022-2023 Actual Performance

Completion and submission of annual application.

2023-2024 Projected Performance Measures

Develop CJD grant application for funding to support regional law enforcement training in violence against women courses.

Provide training curriculum.

2022 – 2023 Projected Performance Measures

Provide Training to 100 law enforcement officers. Provide 8 Cultural Diversity Courses, 8 Crisis Intervention Training Courses, 8 Special Investigative Topics Courses, and 2 Advanced Human Trafficking Courses, 2 Sexual Assault Courses and 2 Family Violence Courses for approximately 1,300 contact hours.

2022-2023 Actual Performance

Provided Training to 132 law enforcement officers. Provided Cultural Diversity Courses, Special Investigative Topics Courses, Advanced Human Trafficking Courses, and Victims of Crime Courses for a total of 2718 contact hours.

2023-2024 Projected Performance Measures

Provide Training to 150 law enforcement officers. Provide Cultural Diversity Courses, Crisis Intervention Training Courses, Special Investigative Topics Courses, Advanced Human Trafficking Courses and Sexual Assault Courses and Family Violence Courses for approximately 2700 contact hours.

Evaluate relevant training.

2022 – 2023 Projected Performance Measures

Evaluate relevant training.

2022-2023 Actual Performance

Evaluation of violence against women classes.

2023-2024 Projected Performance Measures

Evaluate relevant training.

Submit all required reports to CJD.

2022 – 2023 Projected Performance Measures

Complete and submit all required reports to CJD.

2022-2023 Actual Performance

Completed and submitted all required reports to CJD.

2023-2024 Projected Performance Measures

Complete and submit all required reports to CJD.

Submit all reports of training to TCOLE.

2022 – 2023 Projected Performance Measures

Submit all reports of training to TCOLE.

2022-2023 Actual Performance

Submitted all reports of training to TCOLE.

2023-2024 Projected Performance Measures

Submit all reports of training to TCOLE.

Appoint qualified instructors.

2022 – 2023 Projected Performance Measures

Appoint and supervise qualified instructors.

2022-2023 Actual Performance

Appointed and supervised qualified instructors.

2023-2024 Projected Performance Measures

Appoint and supervise qualified instructors.

Maintain TCOLE standards.

2022 – 2023 Projected Performance Measures

Enforce attendance, retention and other standards set by TCOLE.

2022-2023 Actual Performance

Enforced attendance, retention and other standards set by TCOLE.

2023-2024 Projected Performance Measures

Enforce attendance, retention and other standards set by TCOLE.

Maintain communication with region.

2022 – 2023 Projected Performance Measures

Liaison with chief law enforcement officials in 17-county region.

2022-2023 Actual Performance

Met with chief law enforcement officials in 17-county region.

2023-2024 Projected Performance Measures

Liaison with chief law enforcement officials in 17-county region.

PERFORMANCE ANALYSIS

The Criminal Justice Division of the Law Enforcement Academy ensures the provision of basic and in-service training for law enforcement in the 17 county Permian Basin Region. Under this training umbrella, the Academy will provide family violence, sexual assault, special investigative topics, cultural diversity, human trafficking and crisis intervention training to law enforcement personnel. The State of Texas, through the Texas Commission on Law Enforcement, (TCOLE) requires each peace officer to have training in sexual assault and family violence. The Permian Basin Law Enforcement Academy is monitored by TCOLE and the Criminal Justice Division of the State of Texas to ensure that training needs and standards comply with state requirements and to meet the needs of the agencies serviced by the Academy. Funds for the operation are obtained from the Criminal Justice Division of the State of Texas. In all areas listed above, the Criminal Justice Division met the planned performance for 2022-2023. Projected performance measures for 2023-2024 have been identified and outlined above with the anticipation that all measures will be achieved. Performance measures reported above are output/outcome measures required to be reported to the Office of the Governor, Criminal Justice Division.

HOMELAND SECURITY

EMERGENCY PLANNING

Office of the Governor, State Administrative Agency

PERSONNEL

Homeland Security Planner
Interoperability Communications Program Specialist

**PERMIAN BASIN REGIONAL PLANNING COMMISSION
FINANCIAL PLAN STATEMENT OF REVENUE AND EXPENDITURES
GOVERNOR'S DIVISION OF EMERGENCY MANAGEMENT - GRANT
OCTOBER 1, 2023 - SEPTEMBER 30, 2024**

PERSONNEL

SALARIES	114,682
EMPLOYEE BENEFITS	40,047

TOTAL PERSONNEL

154,728

OPERATING COSTS

INDIRECT COSTS	14,483
INTERNAL SERVICES	25,750
FACILITY COST	11,549
COMPUTER SERVICES	776
PUBLIC NOTICE	14
AUDITING	3,297
CONTRACT SERVICES	4,491
IT SERVICES	3,591
OUT OF REGION TRAVEL	7,602
NON CAPITAL FURNITURE	115
NON CAPITAL COMPUTERS	7,626
COMPUTER PERIPHERALS	291
CONSUMABLE SUPPLIES	4,578
INSURANCE & BONDING	1,377
PRINTING	409
FURNITURE AND EQUIPMENT RENTAL	394
MAINTENANCE AND REPAIRS	2,563
COMMUNICATIONS	1,775
POSTAGE	498
UTILITIES	1,206
DUES AND SUBSCRIPTIONS	2,507
OTHER EXPENDITURES	369
SOFTWARE	21,863
CELL PHONES	-
GOVERNING BODY TRAVEL	-
IN REGION TRAVEL	2,500
OUT REACH	-
PROFESSIONAL DEVELOPMENT	-
EQUIPMENT	-

TOTAL OPERATING COSTS

119,623

SERVICES/ PASS-THROUGH

161,493

TOTAL EXPENDITURES

435,845

INCOME

STATE/FEDERAL INCOME	0
PBRPC LOCAL INCOME / MATCH	435,845

TOTAL INCOME

435,845

**PERMIAN BASIN REGIONAL PLANNING COMMISSION
FINANCIAL PLAN STATEMENT OF REVENUE AND EXPENDITURES
GOVERNOR'S DIVISION OF EMERGENCY MANAGEMENT - CONTRACT
OCTOBER 1, 2023 - SEPTEMBER 30, 2024**

PERSONNEL

SALARIES	1,993
EMPLOYEE BENEFITS	696

TOTAL PERSONNEL

2,690

OPERATING COSTS

INDIRECT COSTS	252
INTERNAL SERVICES	5,123
FACILITY COST	13
COMPUTER SERVICES	13
PUBLIC NOTICE	0
AUDITING	653
CONTRACT SERVICES	21
IT SERVICES	62
OUT OF REGION TRAVEL	3,379
NON CAPITAL FURNITURE	2
NON CAPITAL COMPUTERS	2
COMPUTER PERIPHERALS	1,005
CONSUMABLE SUPPLIES	17
INSURANCE & BONDING	24
PRINTING	2
FURNITURE AND EQUIPMENT RENTAL	7
MAINTENANCE AND REPAIRS	3,126
COMMUNICATIONS	14
POSTAGE	2
UTILITIES	21
DUES AND SUBSCRIPTIONS	14
OTHER EXPENDITURES	8,231
SOFTWARE	2
CELL PHONES	-
GOVERNING BODY TRAVEL	-
IN REGION TRAVEL	-
OUT REACH	-
PROFESSIONAL DEVELOPMENT	-
EQUIPMENT	-

TOTAL OPERATING COSTS

21,985

SERVICES/ PASS-THROUGH

-

TOTAL EXPENDITURES

24,675

INCOME

STATE/FEDERAL INCOME	24,675
PBRPC LOCAL INCOME / MATCH	0

TOTAL INCOME

24,675

Productivity and Performance Report

EMERGENCY PLANNING

OBJECTIVE

To facilitate the development of Emergency Management Plans, programs, and groups that will provide appropriate levels of preparedness and emergency responses to the Permian Basin region. The State Homeland Security Program planning grants will be used to work directly with seventeen (17) counties (46 entities) in our region. Performance measures reported below are output/outcome measures required to be reported to the Office of the Governor, State Administrative Agency (SAA).

Primary Goals/Objections:

Facilitate and/or otherwise participate in developmental meetings (advisory committees and working groups) on a regional level and with city and county governments for Homeland Security and Emergency Planning.

2022 – 2023 Projected Performance Measures

Develop, revise, and update Emergency Management Plans, MOU's, and the regional mutual aid agreement with the region's jurisdictions.

2022-2023 Actual Performance

Facilitated or otherwise participated in the Domestic Preparedness Advisory Committee, the Threat and Hazard Identification and Risk Assessment, Texas Office of the State Wide Interoperability Coordinator (SWIC) Strategic Advisory Group and State Communications Interoperability Plan, the Texas Interoperable Communications Coalition (TxICC) and Texas Public Safety Broadband Program meetings, as well as other local, regional, and state meetings to formulate plans and make recommendations to the PBRPC Board or to local government bodies.

2023-2024 Projected Performance Measures

In coordination with local and regional representatives, ensure all planning efforts are aligned to attain results within the priorities of the region and the Governor's Homeland Security Strategic Plan, the State Communications Interoperability Plan, State of Texas Channel Plan, as well as other pertinent state and federal guidelines and policies.

Ensure appropriate Interlocal Agreements with local and state agencies are executed in support of the Permian Basin Regional Interoperable Communications System sustainability.

2022 – 2023 Projected Performance Measures

Complete required Interlocal Agreements with local and state entities for the interoperable communications system support.

2022-2023 Actual Performance

Completed Interlocal Agreements for interoperable communications system support with Reeves County for the monitoring of the Orla site.

2023-2024 Projected Performance Measures

Complete remaining Interlocal Agreement requirements for the Permian Basin Regional Interoperable Communications System sustainability. Continue searching for available funds to assist with the maintenance and sustainability of the regional communications system.

Ensure jurisdictions meet the grant eligibility requirements, National Incident Management System (NIMS) requirements in their Emergency Operations Plans.

2022 – 2023 Projected Performance Measures

Continue assisting 17 counties and 29 cities to develop plans, projects, and agreements for meeting local and regional needs in line with the Governor's State Strategy.

2022-2023 Actual Performance

Coordinated with points of contact for each of the 17 counties and 29 cities to help ensure completion of federal Homeland Security grant eligibility requirements.

2023-2024 Projected Performance Measures

Provide to all jurisdiction points of contact and help assist with the grant requirements for the Homeland Security Grant Program.

Advise local, state, and federal officials on regional resources and mutual aid agreements utilized during tabletop, functional, or full-scale exercises.

2022 – 2023 Projected Performance Measures

Participate in various local and regional exercises in an advisory capacity to chief elected officials as well as state and federal agencies.

2022-2023 Actual Performance

Advised local, state, and federal officials on mutual aid agreements and regional resources via email and telephone.

2023-2024 Projected Performance Measures

Participate, as appropriate, in local and regional training and exercises to inject relevant information that supports objectives.

Assist jurisdictions as needed with Emergency Operations Plans for all entities within the PBRPC region.

2022 – 2023 Projected Performance Measures

Assist those needing and requesting assistance to complete and submit expiring basic plans and annexes in the new Emergency Operations Plans database.

2022-2023 Actual Performance

Assisted 13 jurisdictions with the required transition to the new Emergency Operations Plan and Annexes database, through TDEM.

2023-2024 Projected Performance Measures

Continue assisting Emergency Management Coordinators for those jurisdictions requiring updating of EOP Basic Plan and/or annexes. Assist 4 jurisdictions to transition into the new plans database.

Assist the jurisdictions sponsoring Citizen Corps programs by providing technical guidance, participating in and facilitating meetings, equipment list building and ordering, and other matters; assist jurisdictions in identifying funding and equipment requirements, and provide other assistance, as needed.

2022 – 2023 Projected Performance Measures

Work closely with Citizens Corps programs and with jurisdictions establishing CC programs.

2022-2023 Actual Performance

Currently there are no CERT Teams reporting.

2023-2024 Projected Performance Measures

The region will continue to support the Citizens Corps Program across the region and lend assistance in the development of new programs and training.

Support the State of Texas Public Safety Broadband Program (TPSBP) initiative for public safety.

2022 – 2023 Projected Performance Measures

Participate in various state meetings and conference calls to support the initiative. Also, conduct outreach to key local stakeholders to educate and to collect mobile data broadband usage information for reporting to the Office of the Statewide Interoperability Coordinator (SWIC).

2022-2023 Actual Performance

Participated in various virtual meetings and conference calls to support the initiative.

2023-2024 Projected Performance Measures

Continue supporting the Texas Public Safety Broadband Program (TPSBP). Participate in the SWIC workshop and conference.

PERFORMANCE ANALYSIS

GOAL: Facilitate and/or otherwise participate in developmental meetings (advisory committees and working groups) on a regional level and with city and county governments for Homeland Security and Emergency Planning.

The PBRPC governance process for Homeland Security grant-related programs and funding allocation decisions includes such bodies as the Permian Basin Regional Interoperable Communications Working Group, the Threat and Hazard Identification Risk Assessment Working Group, the Domestic

Preparedness Advisory Committee, and the PBRPC Board of Directors, the final decision-making authority. The Homeland Security staff not only work directly with these bodies, but also with local, state, federal agencies, nongovernmental organizations (NGOs), and private entities in all planning efforts to include addressing All-Hazards preparedness, response, recovery, mitigation, training, and exercises. This also includes identifying and documenting key resource/critical infrastructure and protected information in federal on-line tools.

FY 24 Projection: In coordination with local and regional representatives, ensure all planning efforts are aligned to attain results within the priorities of the region and the Governor's Homeland Security Strategic Plan, the Federal National Priority Areas (NPA), the State Communications Interoperability Plan, State of Texas Channel Plan, as well as other pertinent state and federal guidelines and policies.

GOAL: Ensure jurisdictions meet the grant eligibility requirements, National Incident Management System (NIMS) requirements in their Emergency Operations Plans.

FY 24 Projection: Review and update, as necessary, the Regional Mutual Aid Agreement with local emergency management coordinators. Provide to all jurisdiction points of contact and assist with the grant requirements for the Homeland Security Grant Program.

GOAL: Advise local, state, and federal officials on regional resources and mutual aid agreements utilized during tabletop, functional, or full-scale exercises.

FY 24 Projection: Participate, as appropriate, in local and regional exercises to inject relevant information that supports objectives.

GOAL: Assist jurisdictions with Emergency Operations Plans for all entities within the PBRPC region.

FY 24 Projection: Assist jurisdictions, as requested, to update EOPs currently due for 2023-2024. Assist 4 jurisdictions with the transfer to the new emergency operations plans database.

GOAL: Increase Interoperable Communications in the PBRPC Region.

The Director of Homeland Security, who also serves as the interoperability system program manager, and the Homeland Security Planner are members of the project management team (consisting of several key management and technical key stakeholders) that continues to plan, develop, and execute the Permian Basin Regional Interoperable Communications System (PBRICS) infrastructure build out, sustainability, and maintenance for P25 VHF/800 MHz trunked digital radio public safety use.

FY 24 Projection: Continue to manage and sustain the regional P25 public safety interoperability system in our lead role as region's project/program manager, ensuring the system's capability to provide mission critical public safety interoperable communications across the Permian Basin Region. Continue to work on Interlocal Agreements still in coordination that would provide local jurisdiction assistance involving sustainability and maintenance costs, including leases and other expenses to make up for the lack of grant funds now and in the future.

GOAL: Support the State of Texas Public Safety Broadband Program initiative for public safety.

FY 24 Projection: Continue facilitating and supporting outreach and education initiatives involving key stakeholder groups in support of the Texas Public Safety Broadband Program. Participate in the SWIC conference and other meeting opportunities in 2023 and 2024.

REGIONAL SERVICES

ECONOMIC DEVELOPMENT

U.S. Economic Development Administration

Economic Development District

Regional Transportation Planning Organization

Regional Public Transportation Coordination Plan

TxDOT

Public Works and Economic Adjustment Assistance Program

Big Spring- Water Treatment Plant Renovation

COMMUNITY DEVELOPMENT BLOCK GRANT

Texas Department of Agriculture

SOLID WASTE MANAGEMENT

Texas Commission on Environmental Quality

U.S. Department of Agriculture

PIPELINE SAFETY EDUCATION

U.S. Department of Transportation

PHMSA

SAFE STREETS AND ROADS FOR ALL

U.S. Department of Transportation

Federal Highway Administration

PERSONNEL

Regional Services Director

Program Manager

Budget Analyst

Program Specialist

Program Specialist

**PERMIAN BASIN REGIONAL PLANNING COMMISSION
FINANCIAL PLAN STATEMENT OF REVENUE AND EXPENDITURES
TEXAS DEPARTMENT OF TRANSPORTATION
OCTOBER 1, 2023 - SEPTEMBER 30, 2024**

PERSONNEL

SALARIES	7,260
EMPLOYEE BENEFITS	2,535

TOTAL PERSONNEL	9,795
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OPERATING COSTS

INDIRECT COSTS	917
INTERNAL SERVICES	2,181
FACILITY COST	25
COMPUTER SERVICES	56
PUBLIC NOTICE	1
AUDITING	217
CONTRACT SERVICES	87
IT SERVICES	258
OUT OF REGION TRAVEL	5,014
NON CAPITAL FURNITURE	8
NON CAPITAL COMPUTERS	9
COMPUTER PERIPHERALS	21
CONSUMABLE SUPPLIES	70
INSURANCE & BONDING	99
PRINTING	7
FURNITURE AND EQUIPMENT RENTAL	28
MAINTENANCE AND REPAIRS	246
COMMUNICATIONS	56
POSTAGE	10
UTILITIES	116
DUES AND SUBSCRIPTIONS	80
OTHER EXPENDITURES	4,027
SOFTWARE	7
CELL PHONES	-
GOVERNING BODY TRAVEL	-
IN REGION TRAVEL	3,000
OUT REACH	13,665
PROFESSIONAL DEVELOPMENT	-
EQUIPMENT	-

TOTAL OPERATING COSTS	30,205
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SERVICES/ PASS-THROUGH	-
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TOTAL EXPENDITURES	40,000
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INCOME

STATE/FEDERAL INCOME	40,000
PBRPC LOCAL INCOME / MATCH	0

TOTAL INCOME	40,000
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**PERMIAN BASIN REGIONAL PLANNING COMMISSION
FINANCIAL PLAN STATEMENT OF REVENUE AND EXPENDITURES
TEXAS COMMISSION ON ENVIRONMENTAL QUALITY
OCTOBER 1, 2023 - SEPTEMBER 30, 2024**

PERSONNEL

SALARIES	59,955
EMPLOYEE BENEFITS	20,936

TOTAL PERSONNEL

80,891

OPERATING COSTS

INDIRECT COSTS	7,571
INTERNAL SERVICES	18,009
FACILITY COST	205
COMPUTER SERVICES	460
PUBLIC NOTICE	9
AUDITING	1,794
CONTRACT SERVICES	722
IT SERVICES	2,131
OUT OF REGION TRAVEL	5,120
NON CAPITAL FURNITURE	68
NON CAPITAL COMPUTERS	75
COMPUTER PERIPHERALS	173
CONSUMABLE SUPPLIES	580
INSURANCE & BONDING	817
PRINTING	57
FURNITURE AND EQUIPMENT RENTAL	234
MAINTENANCE AND REPAIRS	2,028
COMMUNICATIONS	466
POSTAGE	80
UTILITIES	955
DUES AND SUBSCRIPTIONS	659
OTHER EXPENDITURES	9,366
SOFTWARE	61
CELL PHONES	-
GOVERNING BODY TRAVEL	-
IN REGION TRAVEL	1,500
OUT REACH	-
PROFESSIONAL DEVELOPMENT	-
EQUIPMENT	-

TOTAL OPERATING COSTS

53,139

SERVICES/ PASS-THROUGH

20,000

TOTAL EXPENDITURES

154,030

INCOME

STATE/FEDERAL INCOME	154,030
PBRPC LOCAL INCOME / MATCH	0

TOTAL INCOME

154,030

**PERMIAN BASIN REGIONAL PLANNING COMMISSION
FINANCIAL PLAN STATEMENT OF REVENUE AND EXPENDITURES
TEXAS DEPARTMENT OF AGRICULTURE
OCTOBER 1, 2023 - SEPTEMBER 30, 2024**

PERSONNEL

SALARIES	-
EMPLOYEE BENEFITS	-

TOTAL PERSONNEL	-
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OPERATING COSTS

INDIRECT COSTS	-
INTERNAL SERVICES	-
FACILITY COST	-
COMPUTER SERVICES	-
PUBLIC NOTICE	-
AUDITING	-
CONTRACT SERVICES	-
IT SERVICES	-
OUT OF REGION TRAVEL	-
NON CAPITAL FURNITURE	-
NON CAPITAL COMPUTERS	-
COMPUTER PERIPHERALS	-
CONSUMABLE SUPPLIES	9,958
INSURANCE & BONDING	-
PRINTING	-
FURNITURE AND EQUIPMENT RENTAL	-
MAINTENANCE AND REPAIRS	-
COMMUNICATIONS	-
POSTAGE	-
UTILITIES	-
DUES AND SUBSCRIPTIONS	-
OTHER EXPENDITURES	-
SOFTWARE	-
CELL PHONES	-
GOVERNING BODY TRAVEL	-
IN REGION TRAVEL	-
OUT REACH	-
PROFESSIONAL DEVELOPMENT	-
EQUIPMENT	-

TOTAL OPERATING COSTS	9,958
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SERVICES/ PASS-THROUGH	-
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TOTAL EXPENDITURES	9,958
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INCOME

STATE/FEDERAL INCOME	9,958
PBRPC LOCAL INCOME / MATCH	0

TOTAL INCOME	9,958
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**PERMIAN BASIN REGIONAL PLANNING COMMISSION
FINANCIAL PLAN STATEMENT OF REVENUE AND EXPENDITURES
US DEPARTMENT OF COMMERCE - ECONOMIC DEVELOPMENT
OCTOBER 1, 2023 - SEPTEMBER 30, 2024**

PERSONNEL

SALARIES	34,808
EMPLOYEE BENEFITS	12,155

TOTAL PERSONNEL

46,963

OPERATING COSTS

INDIRECT COSTS	4,396
INTERNAL SERVICES	10,456
FACILITY COST	119
COMPUTER SERVICES	267
PUBLIC NOTICE	5
AUDITING	1,041
CONTRACT SERVICES	6,154
IT SERVICES	1,237
OUT OF REGION TRAVEL	2,569
NON CAPITAL FURNITURE	40
NON CAPITAL COMPUTERS	44
COMPUTER PERIPHERALS	100
CONSUMABLE SUPPLIES	5,337
INSURANCE & BONDING	474
PRINTING	33
FURNITURE AND EQUIPMENT RENTAL	136
MAINTENANCE AND REPAIRS	1,177
COMMUNICATIONS	270
POSTAGE	46
UTILITIES	554
DUES AND SUBSCRIPTIONS	383
OTHER EXPENDITURES	10,663
SOFTWARE	35
CELL PHONES	-
GOVERNING BODY TRAVEL	-
IN REGION TRAVEL	2,500
OUT REACH	5,000
PROFESSIONAL DEVELOPMENT	-
EQUIPMENT	-

TOTAL OPERATING COSTS

53,037

SERVICES/ PASS-THROUGH

-

TOTAL EXPENDITURES

100,000

INCOME

STATE/FEDERAL INCOME	70,000
PBRPC LOCAL INCOME / MATCH	30,000

TOTAL INCOME

100,000

**PERMIAN BASIN REGIONAL PLANNING COMMISSION
FINANCIAL PLAN STATEMENT OF REVENUE AND EXPENDITURES
US DEPARTMENT OF COMMERCE - ECONOMIC DEVELOPMENT - BIG SPRING
OCTOBER 1, 2023 - SEPTEMBER 30, 2024**

PERSONNEL

SALARIES	54,608
EMPLOYEE BENEFITS	19,069

TOTAL PERSONNEL

73,677

OPERATING COSTS

INDIRECT COSTS	6,896
INTERNAL SERVICES	24,535
FACILITY COST	186
COMPUTER SERVICES	419
PUBLIC NOTICE	8
AUDITING	1,634
CONTRACT SERVICES	39,959
IT SERVICES	1,941
OUT OF REGION TRAVEL	3,109
NON CAPITAL FURNITURE	62
NON CAPITAL COMPUTERS	68
COMPUTER PERIPHERALS	158
CONSUMABLE SUPPLIES	4,910
INSURANCE & BONDING	744
PRINTING	52
FURNITURE AND EQUIPMENT RENTAL	213
MAINTENANCE AND REPAIRS	1,847
COMMUNICATIONS	424
POSTAGE	73
UTILITIES	869
DUES AND SUBSCRIPTIONS	600
OTHER EXPENDITURES	199
SOFTWARE	55
CELL PHONES	-
GOVERNING BODY TRAVEL	-
IN REGION TRAVEL	-
OUT REACH	-
PROFESSIONAL DEVELOPMENT	-
EQUIPMENT	-

TOTAL OPERATING COSTS

88,964

SERVICES/ PASS-THROUGH

-

TOTAL EXPENDITURES

162,640

INCOME

STATE/FEDERAL INCOME	162,640
PBRPC LOCAL INCOME / MATCH	

TOTAL INCOME

162,640

**PERMIAN BASIN REGIONAL PLANNING COMMISSION
FINANCIAL PLAN STATEMENT OF REVENUE AND EXPENDITURES
US DEPARTMENT OF TRANSPORTATION - PHMSA
OCTOBER 1, 2023 - SEPTEMBER 30, 2024**

PERSONNEL

SALARIES	27,085
EMPLOYEE BENEFITS	9,458

TOTAL PERSONNEL

36,542

OPERATING COSTS

INDIRECT COSTS	3,420
INTERNAL SERVICES	8,136
FACILITY COST	92
COMPUTER SERVICES	208
PUBLIC NOTICE	4
AUDITING	810
CONTRACT SERVICES	15,326
IT SERVICES	2,963
OUT OF REGION TRAVEL	2,054
NON CAPITAL FURNITURE	1,031
NON CAPITAL COMPUTERS	1,034
COMPUTER PERIPHERALS	1,078
CONSUMABLE SUPPLIES	1,262
INSURANCE & BONDING	369
PRINTING	26
FURNITURE AND EQUIPMENT RENTAL	106
MAINTENANCE AND REPAIRS	916
COMMUNICATIONS	210
POSTAGE	36
UTILITIES	431
DUES AND SUBSCRIPTIONS	1,298
OTHER EXPENDITURES	20,620
SOFTWARE	27
CELL PHONES	-
GOVERNING BODY TRAVEL	-
IN REGION TRAVEL	-
OUT REACH	2,000
PROFESSIONAL DEVELOPMENT	-
EQUIPMENT	-

TOTAL OPERATING COSTS

63,458

SERVICES/ PASS-THROUGH

-

TOTAL EXPENDITURES

100,000

INCOME

STATE/FEDERAL INCOME	100,000
PBRPC LOCAL INCOME / MATCH	0

TOTAL INCOME

100,000

**PERMIAN BASIN REGIONAL PLANNING COMMISSION
FINANCIAL PLAN STATEMENT OF REVENUE AND EXPENDITURES
US DEPARTMENT OF TRANSPORTATION - SAFE STREETS
OCTOBER 1, 2023 - SEPTEMBER 30, 2024**

PERSONNEL

SALARIES	104,007
EMPLOYEE BENEFITS	36,319

TOTAL PERSONNEL

140,326

OPERATING COSTS

INDIRECT COSTS	13,135
INTERNAL SERVICES	31,241
FACILITY COST	355
COMPUTER SERVICES	799
PUBLIC NOTICE	15
AUDITING	3,112
CONTRACT SERVICES	151,252
IT SERVICES	3,697
OUT OF REGION TRAVEL	208
NON CAPITAL FURNITURE	118
NON CAPITAL COMPUTERS	130
COMPUTER PERIPHERALS	300
CONSUMABLE SUPPLIES	1,006
INSURANCE & BONDING	1,417
PRINTING	100
FURNITURE AND EQUIPMENT RENTAL	406
MAINTENANCE AND REPAIRS	3,518
COMMUNICATIONS	808
POSTAGE	138
UTILITIES	1,656
DUES AND SUBSCRIPTIONS	1,143
OTHER EXPENDITURES	18,016
SOFTWARE	105
CELL PHONES	-
GOVERNING BODY TRAVEL	-
IN REGION TRAVEL	2,000
OUT REACH	-
PROFESSIONAL DEVELOPMENT	-
EQUIPMENT	-

TOTAL OPERATING COSTS

234,674

SERVICES/ PASS-THROUGH

-

TOTAL EXPENDITURES

375,000

INCOME

STATE/FEDERAL INCOME	375,000
PBRPC LOCAL INCOME / MATCH	0

TOTAL INCOME

375,000

Productivity and Performance Report

ECONOMIC AND COMMUNITY DEVELOPMENT SERVICES

OBJECTIVE

The mission of the Regional Services department is to promote and assist communities in activities resulting in the economic and community development of the 17-counties within the Permian Basin Regional Planning Commission planning area. Activities most supported are those which result in increased business and job opportunities for the citizens of the region, with priority given to the economically distressed counties. The department addresses the goals set forth by the Permian Basin Economic Development District in the Comprehensive Economic Development Strategy, and it implements related federal and state funded programs.

Primary Goals/Objections:

Coordinate the Permian Basin Economic Development District Board of Directors activities.

2022 – 2023 Projected Performance Measures

Hold annual Economic Development District Board of Directors meeting. Include economic reports, incorporating economic indicators identified by professional consultant. Provide CEDS update, including update of demographics and local community development projects.

2022-2023 Actual Performance

Held Economic Development District Board of Directors meeting. Provided updated economic report by professional consultant and the annual Comprehensive Economic Development Strategy update.

2023-2024 Projected Performance Measures

Hold annual Economic Development District Board of Directors meeting. Include economic reports, incorporating economic indicators identified by professional consultant. Provide CEDS update, including updated demographics and local community development projects.

Coordinate with the U.S. Economic Development Administration to implement EDA program services.

2022 – 2023 Projected Performance Measures

Continue to promote EDA initiatives throughout the region. Provide technical assistance in grant seeking activities to jurisdictions as needed. Targeted jurisdictions:

- 17 county chief elected officials
- 29 city managers or official staff
- 29 mayors or official staff
- 3 community colleges
- 2 universities
- 12 economic development officials

2022-2023 Actual Performance

Continued coordination of EDA programs throughout the region. Promoted and disseminated information about EDA funding initiatives throughout the region, and provided technical assistance, ongoing as needed.

Total jurisdictions served:

17 county chief elected officials

29 city managers or official staff

29 mayors or official staff

3 community colleges

2 universities

12 economic development officials

2023-2024 Projected Performance Measures

Continue to promote EDA initiatives throughout the region. Provide technical assistance in grant seeking activities to jurisdictions as needed. Targeted jurisdictions:

17 county, chief elected officials

29 city managers or official staff

29 mayors or official staff

3 community colleges

2 universities

12 economic development officials

Coordinate the implementation of the Comprehensive Economic Development Strategy of the Permian Basin.

2022 – 2023 Projected Performance Measures

Support economic development activities throughout the region. Provide federal and state funding information for public works and economic development projects. Provide technical assistance and business recruitment/expansion projects, as needed.

2022-2023 Actual Performance

Continued technical assistance to partners throughout the region. Identified community development funding available to economically distressed communities and promoted programs to fund infrastructure projects and economic development activities.

Total jurisdictions served: 17 counties, 29 cities, 3 community colleges, 2 universities, 12 economic development officials.

2023-2024 Projected Performance Measures

Support economic development activities throughout the region. Provide federal and state funding information for public works and economic development projects. Provide technical assistance in business recruitment/expansion projects, as needed.

Coordinate and network with the region's local economic/community development professionals and elected officials and assist in accessing funding needed to realize economic and community development goals.

2022 – 2023 Projected Performance Measures

Support economic development activities throughout the region. Provide federal and state funding information for public works and economic development projects. Provide technical assistance and business recruitment/expansion projects, as needed.

2022-2023 Actual Performance

Continued technical assistance to partners throughout the region. Identified community development funding available to economically distressed communities and promoted programs to fund infrastructure projects and economic development activities. Total jurisdictions served: 17 counties, 29 cities, 3 community colleges, 2 universities, 12 economic development officials.

2023-2024 Projected Performance Measures

Support economic development activities throughout the region. Provide federal and state funding information for public works and economic development projects. Provide technical assistance in business recruitment/expansion projects, as needed.

Participate in regional activities focused on marketing economic development opportunities for the region, promoting and improving the quality of life for the citizens of the Permian Basin.

2022 – 2023 Projected Performance Measures

Support economic development marketing activities through participation in the High Ground of Texas marketing initiative and promote local jurisdictions and entities on the Permian Basin CEDS website.

2022-2023 Actual Performance

Continued technical assistance to economic development entities participating in industry recruitment projects. Continued membership and participation in marketing organization - High Ground of Texas on behalf of the Permian Basin Region EDD.

2023-2024 Projected Performance Measures

Support economic development marketing activities through participation in the High Ground of Texas marketing initiative and promote local jurisdictions and entities on the Permian Basin CEDS website.

Participate in development of regional projects which result in economic and community development in local communities and in those that impact the regional economy.

2022 – 2023 Projected Performance Measures

Provide agency support to local, state, and federal funded projects as requested. Continue to provide agency support to regional projects that address the needs of the region, the PBRPC, and those which address goals outlined in the CEDS. Seek opportunities for new funding and projects to assist community and economic development efforts throughout the region.

2022-2023 Actual Performance

Continued agency support to regional and related state/federal funded projects as needed. Responded to 100% of requests. Participated in Permian Basin economic development related events and local partner meetings. Completed EDA applications to fund local public works and community projects. The application submitted for Big Spring was successfully funded.

2023-2024 Projected Performance Measures

Provide agency support to regional projects and state/federal funded projects as requested. Continue to provide agency support to regional projects that address the needs of the region, the PBRPC and those which address goals contained in the CEDS. Seek opportunities for new funding and projects to assist community and economic development efforts throughout the region.

Initiate professional development plan dedicated to increase success in securing additional funding for programs, which may compliment and expand the economic development services of the Economic Development District.

2022 – 2023 Projected Performance Measures

Complete professional development program related to grant seeking, grant writing and grant administration. Increase number of grant applications which will result in economic development, community development, and program development, as well as increased services to the jurisdictions of the region.

2022-2023 Actual Performance

Increased network activities with local partners, focusing on private industry and stakeholders dedicated to all areas of community development. Staff completed grant applications to secure additional funding in providing services to communities.

2023-2024 Projected Performance Measures

Staff will continue to participate in all training opportunities and staff development opportunities to build staff capacity in assisting communities.

Facilitate activities of the Permian Basin Rural Transportation Planning Organization.

2022 – 2023 Projected Performance Measures

Participate in regional transportation infrastructure planning activities to address local need for continued projects in the region. Coordinate the meetings for the RTPO; identify key transportation stakeholders and facilitate communication between rural communities and Texas Department of Transportation and US Department of Transportation.

2022-2023 Actual Performance

Facilitated meeting for the RTPO. Included regional transportation agency reports and TXDOT engineering update. Shared transportation planning information and communication with local leadership to encourage their participation in determining priorities for this region. Staff joined TXDOT regional freight planning committee and assisted in coordinating meetings for rural areas.

2023-2024 Projected Performance Measures

Participate in regional transportation infrastructure planning activities to address local need for continued projects in the region. Coordinate the meetings for the RTPO; identify key transportation stakeholders and facilitate communication between rural communities and Texas Department of Transportation and US Department of Transportation.

Administer the activities of the Permian Basin Regional Coordinated Transportation Planning in contract with the Texas Department of Transportation (TxDOT). Promote public transportation while facilitating the expansion of transportation services and promoting coordination between transportation stakeholder agencies.

2022 – 2023 Projected Performance Measures

Staff encourages meeting participation to promote coordination between transportation stakeholder agencies. Provide awareness and education of transportation resources to communities. Research and assist with opportunities to expand transportation services.

2022-2023 Actual Performance

Facilitated meeting for the RCTP which included updates from all stakeholder agencies. Discussed and reviewed current goals and objectives of the Regional Transportation Plan. Sought out new stakeholders, leaders, and partner agencies to join the RCTP and participate in current and ongoing activities.

2023-2024 Projected Performance Measures

Staff encourages meeting participation to promote coordination between transportation stakeholder agencies. Provide awareness and education of transportation resources to communities. Research and assist with opportunities to expand transportation services. Monitor and implement goals of the Regional Transportation Plan. Promote the Regional Plan objectives to leadership, partner agencies and beneficiaries. Maintain transportation resource library and tools for residents to access as needed. Facilitate meetings of the RCTP committee. Report activities to local leadership and public.

Identify and track projects identified in the coordinated plan and keep stakeholders informed of progress regarding the updated coordinated plan.

2022 – 2023 Projected Performance Measures

Coordinate regular meetings with stakeholders to discuss development and approval of a five-year public transit-human services transportation plan. Research projects and meet with stakeholders to ensure goals are met.

2022-2023 Actual Performance

Staff have initiated outreach to stakeholders to create relationships and increase meeting attendance. Projects are monitored and stakeholders are informed of progress regarding the coordinated plan.

2023-2024 Projected Performance Measures

Coordinate regular meetings with stakeholders to discuss development and approval of a five-year public transit-human services transportation plan. Research projects and meet with stakeholders to ensure goals are met.

Public Works and Economic Adjustment Assistance Program, Big Spring Water Treatment Plant Renovation

2022 – 2023 Projected Performance Measures

Promote PBRPC contract management services to communities.

2022-2023 Actual Performance

Coordinated grant management activities for the City of Big Spring, completing initial contracting reporting requirements for project.

2023-2024 Projected Performance Measures

Provide technical assistance and grant management services to EDA public works grantee.
Promote PBRPC contract management services to communities.

PERFORMANCE ANALYSIS

The Regional Services department met or exceeded the planned performance for the 2022-2023 program years. The Comprehensive Economic Development Strategy was updated for 2022-2023 to ensure it reflects current economic conditions, and goals and objectives for the region.

The Regional Services staff will continue network activities with economic development and community development professionals to promote and support regional projects and initiatives; as well as to promote EDA programs and others that provide opportunities for funding. Emphasis will be placed on partnership with economic development entities and community developers, to address the planning needs of the region based on current economic characteristics. The Regional Services staff will continue to support infrastructure and community development efforts and provide technical assistance and support to communities as they solicit public funds to meet their local needs, thereby affecting regional economic development and economic resiliency.

Performance measures reported above are output/outcome measures mandated by the U.S. Department of Commerce Economic Development Administration and are supported by the Permian Basin Economic Development District.

The Regional Public Transportation Coordination Plan has met and exceeded all program objectives for FY 22-23. Stakeholders have been attending the RCTP meetings and actively engaging in discussion. Each transportation stakeholder group provides an update on current and upcoming activities. The Regionally Coordinated plan, consisting of 21 initiatives aimed at improving the region's public transportation system, was reviewed. Projected performance measures for 2023– 2024 have been identified and outlined above with the anticipation that all measures will be achieved.

TDA-COMMUNITY & ECONOMIC DEVELOPMENT ASSISTANCE (CEDAF) FUNDS **ADMINISTRATION AND TECHNICAL ASSISTANCE**

OBJECTIVES

To provide staff support to facilitate the distribution of Texas Department of Agriculture (TDA) Office of Rural Affairs program information. Provide Technical Assistance to eligible communities and to provide staff support to the PBRPC representative to the United Scoring Committee and the necessary activities of the Board of Directors. Performance measures reported output/outcome measures required are reported to the TDA.

Primary Goals/Objections:

Provide administrative and staff support to the Permian Basin Unified Scoring Committee.

2022 – 2023 Projected Performance Measures:

Assist in selection of representative to the Texas Unified Scoring Committee. Coordinate and facilitate the public meeting to determine regional priorities.

2022-2023 Actual Performance

Provided administrative staff services for the Permian Basin Representative in the Unified Scoring Committee. Facilitated the PBRPC public meeting to determine local project priorities.

2023-2024 Projected Performance Measures

Support Texas Unified Scoring Committee with appointment of representative for the PBRPC. Coordinate with TDA and PBRPC board of directors to facilitate public meetings.

Meet technical support requirements for the Texas Community Development Block Grant eligible communities and participate in non-project specific community and economic development program areas.

2022 – 2023 Projected Performance Measures:

Provide technical support to TxCDBG communities and network with community leaders to disseminate TDA program information to community and economic development leadership. Promote the TxCDBG and other federal and state community development programs to non-entitlement areas of the region.

2022-2023 Actual Performance

Provided technical assistance to TxCDBG eligible communities including providing census and income data, distributed TDA program information and provided general technical assistance as related to non-project specific community and economic development program areas. Met TDA reporting requirements. Promoted the TxCDBG and other federal and state community development programs to non-entitlement areas of the region. Promoted Fair Housing Act, providing outreach, website promotion, PBRPC resolution and utilized opportunities to publicize in RPC activities.

2023-2024 Projected Performance Measures

Provide technical support to TxCDBG communities and participate in activities related to economic and community development. Will promote the TxCDBG programs and other federal and state community development programs to non-entitlement areas of the region. Will conduct and provide demographic information to applicants and other inquirers. Will research data pertinent to CDBG applicants and for the RRC in determining factors for scoring grant applications. Will continue promotion of Fair Housing Act and seek new opportunities for outreach and education.

PERFORMANCE ANALYSIS

The TDA-Community & Economic Development Assistance (CEDAF) program staff exceeded the planned performance for 2022-2023. Projected performance measures for 2023-2024 have been identified and outlined above with the anticipation that all measures will be achieved.

SOLID WASTE MANAGEMENT PROGRAMS

OBJECTIVES

To facilitate and implement services related to the Texas Commission on Environmental Quality (TCEQ), the U.S. Department of Agriculture Solid Waste Management grant and other solid waste and environment related projects. The department addresses solid waste management operations throughout the region, supporting the technical training for local leadership; coordinating the activities of the regional Solid Waste Advisory Committee; providing funding for regional projects; and is engaged in local activities which promote a culture of recycling and environmental stewardship. Performance measures reported below are output/outcome measures required to be reported to the Texas Commission on Environmental Quality and U.S. Department of Agriculture Rural Development Solid Waste Management.

Support TCEQ Regional Solid Waste Advisory Committee.

2022 – 2023 Projected Performance Measures:

Support Regional Solid Waste Advisory Committee and activities associated with a minimum of two PBRPC Solid Waste Advisory Committee meetings.

2022-2023 Actual Performance

Served as staff support to the Permian Basin Regional Solid Waste Advisory Committee (PBRSWAC). Facilitated required SWAC meetings.

2023-2024 Projected Performance Measures

Support Regional Solid Waste Advisory Committee and activities associated with a minimum of two PBRPC Solid Waste Advisory Committee meetings. Review the Regional Solid Waste Plan accordingly.

Procure and manage contracts for TCEQ regional solid waste projects.

2022 – 2023 Projected Performance Measures:

Promote Regional Solid Waste Project program throughout the region. Provide staff services in selection and contract management for selected projects.

2022-2023 Actual Performance

Provided staff assistance and reporting to implement the solid waste grant projects. Made an average of three on-site visits, or communicated and assisted each grantee to ensure completion of projects by August 31, 2023.

2023-2024 Projected Performance Measures

Promote Regional Solid Waste Project program throughout the region. Provide staff services in selecting and implementing solid waste projects for the project year.

Maintain a solid waste management resource center for the region, including the closed landfill inventory.

2022 – 2023 Projected Performance Measures:

Maintain and continuously update Solid Waste Management Resource Center. Maintain current information on Solid Waste webpage. Coordinate referrals to TCEQ agencies.

2022-2023 Actual Performance

Updated and maintained a solid waste management resource center at the PBRPC offices. Disseminated Center resources and information as requested. Enhanced Solid Waste webpage.

2023-2024 Projected Performance Measures

Maintain and continuously update Solid Waste Information Resource Center. Research new resources and maintain current information on Solid Waste webpage. Coordinate referrals to TCEQ agencies.

Sustain education and awareness program and assist communities in expanding local efforts to develop culture of environmental stewardship and landfill diversion programs.

2022 – 2023 Projected Performance Measures:

Prepare and disseminate correspondence and program announcements for the public jurisdictions and private entities. Participate in local education and outreach events to distribute related information to adults and students.

2022-2023 Actual Performance

Coordinated solid waste grant program information distribution. Participated in numerous local education and outreach events to distribute related information to adults and students. Disseminated and published required notices to eligible applicants to inform them of programs' services.

2023-2024 Projected Performance Measures

Partner with local agencies to distribute information region-wide. Participate in events which provide opportunity for education and outreach of all public. Prepare and disseminate environment related announcements for the public jurisdictions and private entities.

Sustain technical assistance program dedicated to addressing education, training for landfill operators and illegal dumping enforcement; continue efforts to increase regional coordination in illegal dumping enforcement.

2022 – 2023 Projected Performance Measures:

Continue training opportunities for rural law enforcement agencies, elected officials, and landfill operators. Work with the region's stakeholders in identifying opportunities for regional collaboration in addressing illegal dumping problems, thereby offering the rural communities the shared expertise and expense.

2022-2023 Actual Performance

Utilized TCEQ funding to sustain a program dedicated to implementation of the regional solid waste management training program. Offered illegal dumping classes to all area jurisdictions.

2023-2024 Projected Performance Measures

Continue training opportunities for rural law enforcement agencies, elected officials, and landfill operators. Work with the region's stakeholders in identifying opportunities for regional collaboration in addressing illegal dumping problems, thereby offering the rural communities the shared expertise and expense. Work with communities to address their needs when updating the 20-year solid waste plan.

Seek funding applications for grants to increase environment-related projects to compliment and increase services provided by the Solid Waste Program.

2022 – 2023 Projected Performance Measures:

Complete USDA Solid Waste Management grant application to fund an environment education program in the Permian Basin.

2022-2023 Actual Performance

Successfully completed and was awarded the USDA solid waste grant. Staff also identified and wrote two grants, Farmers Market Promotion Program (FMPP) and Urban Agriculture Innovation Program (UAIP) to address food deserts identified by the USDA in the Permian Basin Region.

2023-2024 Projected Performance Measures

Complete USDA Solid Waste Management grant application to fund an environment education program in the Permian Basin.

Implement technical assistance grant received by the USDA, targeting the most rural communities of the region. Promote landfill diversion, recycling and environmental related citizen engagement projects throughout the region.

2022 – 2023 Projected Performance Measures:

Complete project activities through September 2023. Promoted landfill diversion, recycling and environmental related citizen engagement projects throughout the region.

2022-2023 Actual Performance

Successfully completed and was awarded the USDA solid waste grant. Staff also identified and wrote two grants, Farmers Market Promotion Program (FMPP) and Urban Agriculture Innovation Program (UAIP) to address food deserts identified by the USDA in the Permian Basin Region.

2023-2024 Projected Performance Measures

Provide services focused on Solid Waste Operator and Supervisor certified courses, training related to Illegal Dumping Enforcement, Volunteer engagement, start up for recycling and environment related groups; used prescription drop off programs; composting, and other education programs as they are identified.

PERFORMANCE ANALYSIS

The Solid Waste Management Administration Department met or exceeded the planned performance for 2022-2023. Projected performance measures for 2023– 2024 have been identified and outlined above with the anticipation that all measures will be achieved.

U.S. DEPARTMENT OF TRANSPORTATION PIPELINE SAFETY ADMINISTRATION

OBJECTIVES

The U.S. Department of Transportation Pipeline Hazardous Management Safety Administration project is designed to promote pipeline safety awareness to the citizens and businesses operating in the region. The PBRPC joined the region's leadership in addressing the safety needs of the area. The PBRPC collaborates with the state's 811 organizations, Texas Railroad Commission, Texas Commission on Environmental Quality and the area's pipeline and utility companies to enhance pipeline safety services and their educational programs throughout the region.

Participate in the region's pipeline safety education awareness organization activities.

2022 – 2023 Projected Performance Measures:

Continue partnership with local Damage Prevention Council and the Texas 811 one-call system and collaborate on required program services.

2022-2023 Actual Performance

Continued participation in the Permian Basin Damage Prevention Council, joined efforts with the Texas 811 system and pipeline company representatives to design project activities. Participated in monthly meetings, provided on-going reports, requests for assistance from the private pipeline companies and excavators. Promoted and attended public education meetings throughout the region.

2023-2024 Projected Performance Measures

Continue partnership with local Damage Prevention Council and the Texas 811 one-call system and collaborate on required program services. Identify new opportunities for partnership for education programs.

Provide safety education and awareness throughout the region.

2022 – 2023 Projected Performance Measures:

Maintain and enhance public and stakeholder resource center, as new information is received. Provide educational activities to chief elected officials, PBRPC Homeland Security Department and the public students and business community. Expand outreach and education through geofencing at either a home improvement, feed store, or nursery in all 17 counties.

2022-2023 Actual Performance

Enhanced Pipeline Safety webpage on PBRPC internet site, identifying all federal and state pipeline safety agency contacts and legal requirements for the public, pipeline companies and excavators. Provided educational session to the PBRPC chief elected officials. Disseminated information and marketing materials to local jurisdictions, students, community-based organizations and participated in promoting Pipeline Safety Awareness Month during April and 811 Day in August; and worked with media to plan public service announcements. Reviewed Homeland Security Department's Emergency Management Plan to ensure pipeline emergency management procedures are included in annual plan. Promoted 811 safety on public transportation system vehicles throughout the region and posted awareness notices on billboards in various locations in rural communities. Conducted outreach in agriculture areas to educate agriculture workers and residents in rural areas.

2023-2024 Projected Performance Measures

Maintain and enhance public and stakeholder resource center, as new information is received. Provide educational activities to chief elected officials, PBRPC Homeland Security Department the public, students, and business community. Continue outreach to agriculture areas and rural areas experiencing population growth. Identify new resources for outreaching transient workers and new residents in remote areas of the region.

PERFORMANCE ANALYSIS

The Pipeline Safety Awareness project met and exceeded all program requirements in FY 22-23. The resource center and Permian Basin Regional Planning Commission website will sustain the PHMSA website and promote activities of the Damage Prevention Council and 811 activities for the benefit of the citizens of the Permian Basin. Educational awareness campaign was expanded from the previous years' activities to increase outreach to the agriculture and construction industry. The PBRPC Regional Services staff coordinated with the Homeland Security Department Regional Emergency Plan to ensure it has included goals to address the potential environmental and safety threats and includes the appropriate safety plans necessitated by such. Opportunities for regional training for public and private sector entities were sought and delivered.

**U.S. DEPARTMENT OF TRANSPORTATION, FEDERAL HIGHWAY
ADMINISTRATION SAFE STREETS AND ROADS FOR ALL**

OBJECTIVES

To support planning, infrastructure, behavioral, and operational initiatives to prevent death and serious injury on roads and streets involving all roadway users, including pedestrians; bicyclists; public transportation, personal conveyance, and micro-mobility users; motorists; and commercial vehicle operators.

Develop a comprehensive safety action plan aimed at significantly reducing or eliminating roadway fatalities and serious injuries in a locality, or region. The action plan must meet the eligibility requirements of a Vision Zero plan.

2022 – 2023 Projected Performance Measures:

Complete application for the SS4A Action Plan grant to provide funding to conduct a plan covering all 17 counties of the Permian Basin Regional Planning Commission. If awarded, utilize funding to collect data and begin the process for applying for implementation funding. Form SS4A committee.

2022-2023 Actual Performance

Completed application and was awarded funding. Staff worked with the USDOT FHA to complete the grant agreement.

2023-2024 Projected Performance Measures

Begin process of implementing grant funds. Hire appropriate agencies to collect required data and implement grant requirements. Begin forming action plan with designated SS4A committee and hired agencies.

Develop SS4A Grant priorities that derive from the engagement of a variety of public and private stakeholders that seek to adopt innovative technologies and strategies.

2022 – 2023 Projected Performance Measures:

Outreach to stakeholders and recruit their expertise and knowledge as a part of the SS4A Committee. Establish a committee chair and inform the PBRPC Board of Directors of the committee and seeking any nominations of individuals to join the committee.

2022-2023 Actual Performance

Staff contacted public and private stakeholders to join the committee. A Committee Chair has been appointed. The committee has and will continue to be updated with stakeholders who have knowledge and expertise on seriously reducing or eliminating roadway fatalities.

2023-2024 Projected Performance Measures

Continue to update the committee as necessary. Establish meeting dates and times with members and begin the execution of the action plan. Adopt innovative technologies and strategies to promote safety, recommend low-cost, high-impact strategies that can improve safety over a wider geographic area, ensure equitable investment in the safety and needs of underserved communities, which includes both underserved urban and rural communities, incorporate evidence-based projects and strategies; and align with the U.S. DOT's mission and with priorities such as equity, quality job creation, and economic strength and global competitiveness.

Examine the most effective way to incorporate DOT's Complete Streets policies and prioritize the safety of all users in transportation network planning, design, construction and operations. A Complete Street includes but is not limited to: sidewalks, curb ramps, bike lanes (or wide paved shoulders) special bus

lanes, accessible public transportation stoops, safe and accommodating crossing options, median islands, pedestrian signals, curb extensions, narrower travel lanes, and roundabouts.

2022 – 2023 Projected Performance Measures:

A full transition to Complete Streets policies requires leadership, identification, and elimination of barriers, development of new policies, rules and procedures to prioritize safety. Staff will comply with the requirement to ensure the accessibility of pedestrian facilities in the public right-of-way by ensuring the proper professional is included in the action plan process. This includes being a part of the committee and/or staff completing the plan.

2022-2023 Actual Performance

Research has been conducted to understand Complete Streets policies at full capacity. Leadership, identification and elimination of barriers, and development of new policies, rules, and procedures that prioritize safety are priorities of the committee.

2023-2024 Projected Performance Measures

Staff will comply with the requirement to ensure the accessibility of pedestrian facilities in the public right-of-way by ensuring the proper professional is included in the action plan process. This includes being a part of the committee and/or staff completing the plan.

PERFORMANCE ANALYSIS

The U.S. Department of Transportation, Federal Highway Administration, Safe Streets and Roads for All grant agreement has been executed and work is scheduled to begin in FY24. PBPRC staff are completing the RFQ, which is scheduled to be released in the early months of FY24. The Safe Streets and Roads for All committee has been established, with a dedicated committee chair appointed. Projected performance measures for 2023– 2024 have been identified and outlined above with the anticipation that all measures will be achieved.

9-1-1 EMERGENCY COMMUNICATIONS

ADMINISTRATION

Commission on State Emergency Communications

PROGRAM OPERATIONS

Commission on State Emergency Communications

PERSONNEL

Emergency Communications Director

GIS Manager

GIS Coordinator

Program Manager

Program Specialist

**PERMIAN BASIN REGIONAL PLANNING COMMISSION
FINANCIAL PLAN STATEMENT OF REVENUE AND EXPENDITURES
COMMISSION ON STATE EMERGENCY COMMUNICATIONS
OCTOBER 1, 2023 - SEPTEMBER 30, 2024**

PERSONNEL

SALARIES	357,425
EMPLOYEE BENEFITS	124,813

TOTAL PERSONNEL

482,237

OPERATING COSTS

INDIRECT COSTS	45,137
INTERNAL SERVICES	96,028
FACILITY COST	1,091
COMPUTER SERVICES	2,455
PUBLIC NOTICE	45
AUDITING	9,565
CONTRACT SERVICES	75,000
IT SERVICES	-
OUT OF REGION TRAVEL	28,638
NON CAPITAL FURNITURE	364
NON CAPITAL COMPUTERS	400
COMPUTER PERIPHERALS	922
CONSUMABLE SUPPLIES	18,000
INSURANCE & BONDING	4,356
PRINTING	2,306
FURNITURE AND EQUIPMENT RENTAL	1,247
MAINTENANCE AND REPAIRS	10,814
COMMUNICATIONS	7,983
POSTAGE	2,425
UTILITIES	5,090
DUES AND SUBSCRIPTIONS	10,000
OTHER EXPENDITURES	8,891
SOFTWARE	324
CELL PHONES	-
GOVERNING BODY TRAVEL	-
IN REGION TRAVEL	3,000
OUT REACH	-
PROFESSIONAL DEVELOPMENT	-
EQUIPMENT	243,494

TOTAL OPERATING COSTS

577,574

SERVICES/ PASS-THROUGH

1,095,938

TOTAL EXPENDITURES

2,155,749

INCOME

STATE/FEDERAL INCOME	2,155,749
PBRPC LOCAL INCOME / MATCH	0

TOTAL INCOME

2,155,749

Productivity and Performance Report

ADMINISTRATION PROGRAM

OBJECTIVE

The 9-1-1 Program ensures the participation of local governments and law enforcement agencies providing 9-1-1 service to 14 counties in the Permian Basin. Providing Automatic Location Identification (ALI) level equipment and a redundant network with the latest technology to allow for efficient and effective call delivery to the (11) Public Safety Answering Points (PSAPs) in our region. Ensuring that the most accurate location data feasible is made available to the PSAPs providing the quickest response time to 9-1-1 callers and to promote efficient use of 9-1-1 systems. The 9-1-1 Program reports information regarding the current performance efficiency, and degree of implementation of emergency communication services to the Commission on State Emergency Communications (CSEC).

Primary Goals/Objections:

Increase participation from local governments.

2022 – 2023 Projected Performance Measures

Request and secure resolutions of participation from local governments – 14 counties due every 2 years.

2022-2023 Actual Performance

Interlocal Agreements for Automatic Location Identification (secured) – 14

2023-2024 Projected Performance Measures

Automatic Location Identification Interlocal Agreements (secured) for 2 more years.

9-1-1 service from PSAPs.

2022 – 2023 Projected Performance Measures

Request and secure contracts to provide 9-1-1 service from PSAPs -11 due every 2 years.

2022-2023 Actual Performance

Renewal of Interlocal Agreements for Public Safety Answering Points (secured) – 11

2023-2024 Projected Performance Measures

Public Safety Answering Points Interlocal Agreements (secured) for 2 more years.

Develop strategic plan.

2022 – 2023 Projected Performance Measures

Develop a strategic plan to secure funding from CSEC.

2022-2023 Actual Performance

Submitted the Strategic Plan for FY 24/25 and approved by CSEC.

2023-2024 Projected Performance Measures

Implement strategic plan throughout the next biennium FY24/25.

Stay abreast of new technologies.**2022 – 2023 Projected Performance Measures**

Attend workshops and conferences to stay abreast of new technologies to comply with new policies/procedures and evaluate the best systems available for our PSAPs.

2022-2023 Actual Performance

Number of workshops and conferences attended – 35, includes conference calls/webinars.

2023-2024 Projected Performance Measures

Continue attending CSEC workshops and Commission meetings throughout the year. Attend Vendor and TELCO meetings, as well as conferences.

Ensure meetings with telephone companies (TELCOs) and Vendors to coordinate needs for the most efficient equipment and network designs.**2022 – 2023 Projected Performance Measures**

Meet with TELCOs and Vendors to coordinate needs for the most efficient equipment and network designs.

2022-2023 Actual Performance

TELCO & Vendor meetings attended – 38, includes conference calls/webinars.

2023-2024 Projected Performance Measures

Transition to an AT&T Switched Ethernet (ASE) fiber network replacing the copper T1s currently in place. Continue to meet with TELCOs and Vendors.

Ensure continued ANI/ALI level of service.**2022 – 2023 Projected Performance Measures**

Provide 9-1-1 Systems with ANI/ALI -11.

2022-2023 Actual Performance

Number of PSAPs with ANI/ALI – 11.

2023-2024 Projected Performance Measures

Provide continued ANI/ALI level of service.

Maintain the latest technology of 9-1-1 service.

2022 – 2023 Projected Performance Measures

Site visits to PSAPs – 11, two per year.

2022-2023 Actual Performance

Staff performed (2) site visits to PSAPs during 2nd and 4th quarter throughout the year.
Equipment maintenance by AT&T.

2023-2024 Projected Performance Measures

Continued site visits to ensure the 9-1-1 equipment is in optimal functionality and level of 9-1-1 service is running efficiently.

Assess efficient use and reliability of PSAPs.

2022 – 2023 Projected Performance Measures

Monitor PSAP's equipment to ensure efficient use and reliability – 11.

2022-2023 Actual Performance

PSAP equipment monitoring logs on file -11.

2023-2024 Projected Performance Measures

Plan for the most efficient and reliable operation of PSAPs.

Next Generation NG9-1-1

2022 – 2023 Projected Performance Measures

Monitoring of NG9-1-1 ESInet system.

2022-2023 Actual Performance

Continued 24/7/365 monitoring of NG9-1-1 network with OnShore IT to ensure optimal performance of 9-1-1 system.

2023-2024 Projected Performance Measures

Continued 24/7/365 monitoring of NG9-1-1 PSAP Network with OnShore IT to ensure optimal performance of 9-1-1 system.

GIS Maintenance

2022 – 2023 Projected Performance Measures

GIS, Telephone error maintenance updates to TELCOs, local agencies and database service provider.

2022-2023 Actual Performance

GIS maintenance for our 14 counties utilizing our AT&T GIS Director Database, GeoComm and ESRI mapping system. Maintenance of our addressing and mapping errors with the assistance of county coordinators and TELCOs.

2023-2024 Projected Performance Measures

Continue updating GeoMSAG and our maps. Updating master street address guide (MSAG) and providing addressing to counties. Continue offering training to new county coordinators throughout the year.

Plan and provide PSAP training.

2022 – 2023 Projected Performance Measures

Provide training to PSAP's call takers.

2022-2023 Actual Performance

Number of telecommunicator training workshops provided/attended – 49, includes webinar-based training.

2023-2024 Projected Performance Measures

Provide continued PSAP training and support.

Provide continued 9-1-1 Public Education to all counties.

2022 – 2023 Projected Performance Measures

Plan and procure 9-1-1 public education materials for distribution to counties.

2022-2023 Actual Performance

Distributed 9-1-1 public education material to all counties. Purchased 9-1-1 Public Education material as budget allows.

2023-2024 Projected Performance Measures

Provide continued public education regarding 9-1-1 calling, Text to 9-1-1, Kari's Law and NG9-1-1.

PERFORMANCE ANALYSIS

The 9-1-1 Program ensures the participation of local governments and law enforcement agencies providing 9-1-1 service to 14 counties in the Permian Basin. In all areas listed above, the 9-1-1 Administration met the projected performance for 2022-2023. The planned performance measures met the compliance criteria set forth by the Commission on State Emergency Communications for 2022-2023. The goals and objectives were met and on target with the actual performance measures. The planned performance measures for 2023-2024 have been identified and outlined above with the anticipation that all measures will be achieved.



Performance Report Summary for Fiscal Year 2, 2023, Qtr 3

State Measures					
State Measure Name	Target #	Actual #	Target %	Actual %	Variance Explanation
1.Total number of 9-1-1 calls received by PSAPs.	20,000	23,331			
2.Total number of Wireless 9-1-1 calls received by PSAPs.	17,000	19,820			
3.Number of equipment installations.	0	0			
4. Number of reported 9-1-1 network outages that equal or exceed two hours.	0	0			
5. Percentage of total dollar value of purchasing and contracts awarded to HUBs.			0.01%	.52%	
6. Number of PSAP monitoring visits.	0	0			
7. Number of PSAPs transitioned to NG9-1-1 Systems.	11	11			
8. Number of PSAPs capable of Text-to-9-1-1.	11	11			
9. Number of Texts Received	150	1,116			

PROGRAM OPERATIONS

OBJECTIVES

Provide the latest E-9-1-1 (enhanced 9-1-1) IP CPE equipment and redundant network with the latest technologies for efficient and effective call delivery to the PSAPs. Ensuring the most accurate Geospatial location data feasible is made available to the PSAPs enabling the quickest response time to the 9-1-1 callers and promote efficient use of 9-1-1 systems. Performance measures reported below are projected, actual and planned measures to be reported to the Commission on State Emergency Communications (CSEC).

Primary Goals/Objections:

Maintain inventory of all PSAP equipment.

2022 – 2023 Projected Performance Measures:

Continue inventory of all PSAP equipment.

2022-2023 Actual Performance

All PSAP equipment which include: Central Premise Equipment (CPE), Recorders and Uninterrupted Power Source (UPS) equipment is tagged, photos of equipment, monitoring logs and call volume reports are on file at PBRPC 9-1-1 office.

2023-2024 Projected Performance Measures

Continue to keep updated inventory of all PSAP equipment.

Establish the most efficient, resilient and enhanced NG9-1-1 system.

2022 – 2023 Projected Performance Measures:

Monitor the CPE equipment at the PSAPs for efficiency and reliability.

2022-2023 Actual Performance

Purchased & installed 9-1-1 printers for Crane, Lamesa, Martin, Ft Stockton, Upton, Monahans, Kermit & PBRPC. Planning to purchase 9-1-1 call handling front room equipment and routers for 11 PSAPs and PBRPC Host.

2023-2024 Projected Performance Measures

Will be purchasing & replacing 9-1-1 call handling front room equipment and routers for (11) PSAPs and PBRPC Host this year. Will continue to monitor PSAP's equipment for efficiency and reliability.

Monitor PSAP's 9-1-1 call activity.

2022 – 2023 Projected Performance Measures:

Monitor 9-1-1 call activity at PSAPs perform network testing.

2022-2023 Actual Performance

9-1-1 calls and Text to 9-1-1 activity reported on a quarterly basis to CSEC utilizing ECATs.

2023-2024 Projected Performance Measures

Continue to monitor 9-1-1 calls and Text to 9-1-1 utilizing ECAT's analytics.

Wireless Phase II (WPH2) & Text to 9-1-1 for 14 counties.**2022 – 2023 Projected Performance Measures:**

Monitor WPH2 & Text to 9-1-1 services at PSAPs.

2022-2023 Actual Performance

Monitored & tested WPH2 & Text to 9-1-1 services at PSAPs contacted Wireless carriers as needed.

2023-2024 Projected Performance Measures

Continue to monitor & test WPH2 and Text to 9-1-1 service at PSAPs contact Wireless carriers as needed.

Maintain ancillary equipment necessary for documentation and backup of 9-1-1 calls.**2022 – 2023 Projected Performance Measures:**

Maintenance of ancillary equipment necessary for documentation and backup of 9-1-1 calls.

2022-2023 Actual Performance

Annual maintenance performed for ancillary equipment which include UPS at PSAPs and PBRPC generator on an annual basis.

2023-2024 Projected Performance Measures

Continue to maintain ancillary equipment which is necessary for voice recording and playback and backup of 9-1-1 calls. Planning to replace all bypass switches for (11) UPS at PSAPs. As well as the transfer switch for the PBRPC Host generator.

Maintain GIS data for Next Generation 9-1-1 Geospatial Data.**2022 – 2023 Projected Performance Measures:**

Work closely with County Coordinators in counties with addressing and mapping maintenance in their counties for NG9-1-1. Maintain the EGDMS (enterprise geospatial database management system) for NG9-1-1 ESInet System.

2022-2023 Actual Performance

Worked continuously with County Coordinators on the addressing and mapping maintenance of their counties for NG9-1-1. Utilizing the GeoLynx mechanism for addressing in counties. We are transitioning from the GeoLynx solution to Contributor since Geolynx has reached the end of life.

2023-2024 Projected Performance Measures

Transition to GeoComm Contributor and upgrade our ESRI ArcGIS to Enterprise and utilize ROK technologies for cloud based managed services. Continue updating the region's structure points utilizing the GeoMSAG for the most updated Geospatial Data for our NG9-1-1 ESInet. Continue working with and training our county coordinators. Maintaining 9-1-1 addressing and keeping county maps updated and our Geospatial Database system accurate.

PERFORMANCE ANALYSIS

The planned performance targets set forth for 2022-2023 were met. Ensuring that the most accurate Geospatial location data feasible is made available to the PSAPs providing the quickest response time to the 9-1-1 callers, which promotes efficient use of the 9-1-1 system. In all areas listed above, the 9-1-1 Program met the projected performance for 2022-2023 and reported to the Commission on State Emergency Communications for compliance. The planned performance measures for 2023-2024 have been identified and outlined above with the anticipation that all measures will be achieved.

**INDIRECT PROGRAM
AND
ADMINISTRATION

INCLUDING INTERNAL
SERVICES**

PBRPC INDIRECT & INTERNAL SERVICES PROGRAM

PERSONNEL

INDIRECT

Executive Director

INTERNAL SERVICES

Accountant

Chief Financial Officer

Accounting Technician

Purchaser/Property Manager

Executive Assistant /Human Resource Manager

PBRPC

INDIRECT PROGRAM

The Permian Basin Regional Planning Commission establishes an annual Indirect Cost Plan and Central Service Cost Plan for the purpose of allocating incurred costs for common or joint purposes that benefit more than one cost objective and are not identified with a particular final cost objective without effort disproportionate to the results achieved. This method is allowable under Federal Uniform Grant Management Standards 2 CFR 200.

The PBRPC submits the Indirect Cost Plan and Central Service Cost Plan to the designated state coordinating agency (largest funding agency) for their approval on an annual basis. The PBRPC utilizes an indirect cost rate of 9.36%. The rate used is for both onsite and offsite. The use of one rate represents an equitable distribution due to the offsite employee receiving the same services from the Executive Director as the onsite staff. Adjusted Direct Shared Costs are on the grants utilized by the offsite employee.

INTERNAL SERVICES

The Permian Basin Regional Planning Commission establishes an Internal Services Cost Pool which includes direct shared costs for services provided to each grant for internal services including accounting services to maintain the general financial books of accounts, payroll, budget and reporting responsibilities. Internal services also include the costs associated with managing the human resources, personnel, procurement, purchasing, advanced clerical and general office management responsibilities.

The Combined Operating Budget contains the cost for Internal Services.

PERMIAN BASIN REGIONAL PLANNING COMMISSION
FINANCIAL PLAN STATEMENT OF REVENUE AND EXPENDITURES
PBRPC INDIRECT FUNDS
OCTOBER 1, 2023 - SEPTEMBER 30, 2024

PERSONNEL

SALARIES	123,112
EMPLOYEE BENEFITS	42,991

TOTAL PERSONNEL

166,102

OPERATING COSTS

INDIRECT COSTS	-
INTERNAL SERVICES	-
FACILITY COST	-
COMPUTER SERVICES	500
PUBLIC NOTICE	500
AUDITING	-
CONTRACT SERVICES	-
IT SERVICES	-
OUT OF REGION TRAVEL	5,063
NON CAPITAL FURNITURE	3,000
NON CAPITAL COMPUTERS	3,000
COMPUTER PERIPHERALS	200
CONSUMABLE SUPPLIES	2,934
INSURANCE & BONDING	-
PRINTING	-
FURNITURE AND EQUIPMENT RENTAL	-
MAINTENANCE AND REPAIRS	999
COMMUNICATIONS	200
POSTAGE	200
UTILITIES	-
DUES AND SUBSCRIPTIONS	200
OTHER EXPENDITURES	200
SOFTWARE	300
CELL PHONES	1,000
GOVERNING BODY TRAVEL	-
IN REGION TRAVEL	-
OUT REACH	-
PROFESSIONAL DEVELOPMENT	-
EQUIPMENT	-
RENTAL INCOME EXPENSE	-
BANK FEES	-
CAR ALLOWANCE	3,600
GRANT MATCH	-
DISALLOWED COSTS	-
BAD DEBT EXPENSE	-

TOTAL OPERATING COSTS

21,896

SERVICES/ PASS-THROUGH

-

TOTAL EXPENDITURES

187,998

INCOME

Indirect Cost Revenue	187,998
(Over)Under Recovery	0
Membership Dues	0

TOTAL INCOME

187,998

PERMIAN BASIN REGIONAL PLANNING COMMISSION
FINANCIAL PLAN STATEMENT OF REVENUE AND EXPENDITURES
PBRPC INTERNAL SERVICES
OCTOBER 1, 2023 - SEPTEMBER 30, 2024

PERSONNEL

SALARIES	324,682
EMPLOYEE BENEFITS	113,379

TOTAL PERSONNEL

438,061

OPERATING COSTS

INDIRECT COSTS	-
INTERNAL SERVICES	-
FACILITY COST	1,091
COMPUTER SERVICES	2,455
PUBLIC NOTICE	45
AUDITING	9,565
CONTRACT SERVICES	3,848
IT SERVICES	10,228
OUT OF REGION TRAVEL	638
NON CAPITAL FURNITURE	364
NON CAPITAL COMPUTERS	400
COMPUTER PERIPHERALS	922
CONSUMABLE SUPPLIES	3,094
INSURANCE & BONDING	4,356
PRINTING	306
FURNITURE AND EQUIPMENT RENTAL	1,247
MAINTENANCE AND REPAIRS	9,732
COMMUNICATIONS	2,483
POSTAGE	425
UTILITIES	4,581
DUES AND SUBSCRIPTIONS	3,162
OTHER EXPENDITURES	1,167
SOFTWARE	324
CELL PHONES	-
GOVERNING BODY TRAVEL	-
IN REGION TRAVEL	-
OUT REACH	-
PROFESSIONAL DEVELOPMENT	-
EQUIPMENT	-
RENTAL INCOME EXPENSE	-
BANK FEES	-
CAR ALLOWANCE	-
GRANT MATCH	-
DISALLOWED COSTS	-
BAD DEBT EXPENSE	-

TOTAL OPERATING COSTS

60,432

SERVICES/ PASS-THROUGH

-

TOTAL EXPENDITURES

498,493

INCOME

Internal Services	60,432
Direct Shared	438,061
	0

TOTAL INCOME

498,493

Productivity and Performance Report

OBJECTIVE

To provide staff support for the overall administration, human resources, accounting, procurement and administrative secretarial services necessary to successfully conduct a wide range of overall leadership and managerial functions directly benefiting all PBRPC programs and projects. Performance measures reported below are organization output/outcome measures designed to assist all PBRPC departments in meeting all state and federal reporting requirements from all funding sources.

Primary Goals/Objections:

Provide leadership and managerial guidance in planning, organizing and directing all operations of the PBRPC.

2022 – 2023 Projected Performance Measures:

Provide leadership and guidance of the operations of the PBRPC by maintaining regular communications with PBRPC department heads and related state agencies. Maintain regular communications with Texas Association of Regional Councils, National Association of Development Organizations and National Association of Regional Councils and attendance to respective conferences. Attend and implement knowledge obtained from employment law seminars, public funds investment seminars, TCDRS retirement seminars and insurance seminars.

2022-2023 Actual Performance

Provided leadership and guidance of operations of the PBRPC by maintaining regular communications with PBRPC department heads and related state agencies. Maintained regular communications with Texas Association of Regional Councils, National Association of Development Organizations and National Association of Regional Councils. Attended Texas Association of Regional Councils semi-annual conferences. Attended and implemented knowledge obtained from employment law seminars, TCDRS retirement seminars and insurance seminars.

2023-2024 Projected Performance Measures

Provide leadership and guidance of the operations of the PBRPC by maintaining regular communications with PBRPC department heads and related state agencies. Maintain regular communications with Texas Association of Regional Councils, National Association of Development Organizations and National Association of Regional Councils and attend respective conferences. Attend and implement knowledge obtained from employment law seminars, TCDRS retirement seminars and insurance seminars.

Provide administrative services to the PBRPC Board of Directors. Develop and propose agenda items and assist in providing policy guidance to the Board of Directors.

2022 – 2023 Projected Performance Measures:

Development and presentation of monthly policy guidance to the Board. Plan and organize monthly Board of Directors meetings.

2022-2023 Actual Performance

Developed and presented monthly policy guidance for the PBRPC Board of Directors. Scheduled, organized and prepared documents and minutes for ten (10) PBRPC Board of Director meetings and provided new Board members with an orientation.

2023-2024 Projected Performance Measures

Development and presentation of monthly policy guidance to the Board. Plan and organize monthly Board of Directors meetings.

Develop and implement organizational administrative procedures and practices.

2022 – 2023 Projected Performance Measures:

Complete review of agency personnel, financial, procurement policies; update, and begin Implementation of updated organizational administrative procedures and practices.

2022-2023 Actual Performance

Continued review, update and began implementation of agency personnel, financial, procurement policies and organizational administrative procedures and practices.

2023-2024 Projected Performance Measures

Complete review of agency personnel, financial, procurement policies; update, and implement updated organizational administrative procedures and practices.

Represent the PBRPC administration in multiple program activities in local, regional, related state and national events.

2022 – 2023 Projected Performance Measures:

Representation of the PBRPC in internal and external activities.

2022-2023 Actual Performance

Represented PBRPC in associated committee and advisory council meetings and community activities including the Permian Basin Aging Advisory Committee, Solid Waste Advisory Committee, Criminal Justice Advisory Committee, Domestic Preparedness Advisory Committee, Interoperable Communications Advisory Committee, Law Enforcement Academy Board, Economic Development District Board, Rural Transportation Board, Texas Department of Transportation. Participated in local, regional, state and national events and associations.

2023-2024 Projected Performance Measures

Representation of the PBRPC in internal and external activities

Coordinate and direct all programs, finance and intergovernmental relationships. Provide oversight of program and financial operations to ensure compliance with contracts and fiscal accountability.

2022 – 2023 Projected Performance Measures:

Provide oversight, coordination and direction to department heads in program implementation, lead finance planning activities; and coordinate the intergovernmental relationships that result in achievement of performance measures for each.

2022-2023 Actual Performance

Coordinated and directed the grant programs of the PBRPC, the financial and intergovernmental relationships between state, federal and local agencies including Texas Health and Human Services, Office of the Governor–Criminal Justice Division, Office of the Governor-Homeland Security Grant Department, Commission on State Emergency Communications, Texas Commission on Environmental Quality, US Department of Commerce Economic Development Administration, Texas Department of Agriculture, U.S. Department of Agriculture, Texas Department of Transportation and U.S. Department of Transportation. Activities included regular financial and budget reports, regular communications regarding activity, progress, and performance reports.

2023-2024 Projected Performance Measures

Provide oversight, coordination and direction to department heads in program implementation, lead finance planning activities; and coordinate the intergovernmental relationships that result in achievement of performance measures for each.

Maintain PBRPC official records.**2022 – 2023 Projected Performance Measures:**

Maintenance of records.

2022-2023 Actual Performance

Maintained all Administrative records including personnel, accounting, payroll, tax and insurance records as well as meeting notices and minutes associated with the daily operations of the PBRPC.

2023-2024 Projected Performance Measures

Maintenance of records.

Complete internal audit of PBRPC financial records on annual basis.**2022 – 2023 Projected Performance Measures:**

Secure and complete internal audit of agency financial records on an annual basis. Complete procurement for audit services for audit of current fiscal year.

2022-2023 Actual Performance

Completed audit with Whitley Penn for internal audit services for FY 2022. Coordinated extensive review of all PBRPC financial activities and provided final audit report to PBRPC Board of Directors and various state agencies as required by Chapter 391, Local Government Code, Texas Administrative Code and Federal Grant Management 2 CFR 200.

2023-2024 Projected Performance Measures

Secure and complete internal audit of agency financial records on an annual basis. Complete procurement for audit services for audit of current fiscal year.

Oversee and ensure implementation and development of Annual Strategic Work Program and Operating Budget.

2022 – 2023 Projected Performance Measures:

Completion of 2022-2023 Strategic Work Program and Operating Budget. Disseminate to funding agencies and governmental departments, as required. Assure transparency to public and intergovernmental agencies.

2022-2023 Actual Performance

Completed the 2022-2023 Strategic Work Program & Operating Budget and presented to the Board of Directors. Reported and provided a copy Strategic Work Program & Operating Budget to appropriate state agencies as required by Chapter 391, Local Government Code, Texas Administrative Code and Federal Grant Management 2 CFR 200.

2023-2024 Projected Performance Measures

Completion of 2023-2024 Strategic Work Program and Operating Budget. Disseminate to funding agencies and governmental departments, as required. Assure transparency to public and intergovernmental agencies. Plan, implement and facilitate improvement project for PBRPC facility.

Oversee and ensure development of external communications documents.

2022 – 2023 Projected Performance Measures:

Maintain and update Regional Directory as elections and changes occur. Maximize opportunities for transparency in website and other publications. Implement new website with updated communication availability.

2022-2023 Actual Performance

Consistently updated Regional Directory and made available on PBPRC website for distribution to PBRPC staff and local governments in the Permian Basin region and beyond. Worked with Golden Shovel to create, implement and maintain a new website for all PBRPC stakeholders.

2023-2024 Projected Performance Measures

Maintain and update Regional Directory as elections and changes occur. Maximize opportunities for transparency in website and other publications.

Provide necessary liability and bonding, postage, printing/publications and other resources common to the implementation of all PBRPC programs/projects.

2022 – 2023 Projected Performance Measures:

Provision of necessary operational resources and technical assistance to remain compliant with requirements for programs and administrative services.

2022-2023 Actual Performance

Provided necessary operational resources and technical assistance to the staff, Board and elected officials, citizens of the Permian Basin region.

2023-2024 Projected Performance Measures

Provision of necessary operational resources and technical assistance to remain compliant with requirements for programs and administrative services.

Provide procurement and contract preparation and oversight for all departments of PBRPC.

2022 – 2023 Projected Performance Measures:

Provide procurement and contract preparation and oversight for all departments of PBRPC.

2022-2023 Actual Performance

Completed RFP process for equipment for 9-1-1 Front Room Equipment. Procured, reviewed and negotiated contracts or updated terms for equipment rental, maintenance services and lease agreement. Continued to streamline financial services procedures to assist agencies in completion of services. Issued and completed purchase orders, utilizing the multiple bid processes to insure obtaining best value for purchases. Joined additional purchasing cooperatives to provide additional routes for best purchasing choices.

2023-2024 Projected Performance Measures

Provide procurement and contract preparation and oversight for all departments of PBRPC.

PERFORMANCE ANALYSIS

The goal of the Administrative Department is to provide staff support for the overall administration, human resources, accounting, procurement and administrative secretarial services necessary to successfully conduct a wide range of overall leadership and managerial functions directly benefiting all PBRPC programs and projects. In all areas listed above, the Administrative Department met or exceeded the planned performance for 2022-2023. Projected performance measures for 2023-2024 have been identified and outlined above with the anticipation that all measures will be achieved. Some of the activities involved in completing these action steps are as follows:

- Ensure that qualified personnel are recruited, retained and receive leadership and technical training and professional development to enhance the quality of services delivered by the Permian Basin Regional Planning Commission.
- Provide and update policies and procedures for human resources, accounting and grant administration to ensure compliance with all governmental and legal requirements.
- Publicly represent the Permian Basin Regional Planning Commission in all areas of public outreach and communication in a professional manner seeking to always maintain the best interest of the public and member entities of the PBRPC.
- Maintain all records as required for accounting and personnel according to best practices and provide tax and grant reporting, public information requests and legal matters as necessary.
- Maintain the Permian Basin Regional Directory on the PBRPC website for distribution.
- Ensure all operational resources are provided, maintained and updated as necessary including insurance, bonding, postage, printing, consumable supplies and building maintenance.
- Provide procurement and purchasing activities for all departments within the Permian Basin Regional Planning Commission.
- Draft and complete the PBRPC Strategic Work Program and Operating Budget each fiscal year for

submission to appropriate state and grant agencies as required by Texas Administrative Code, Local Government Code, Federal Grant Management 2 CFR 200, Texas Grant Management Standards and state grant contracts and audit requirements.

- Provide advanced accounting services for all departments and grant programs operated by PBRPC including banking, payroll, accounts payable, expenditure reporting and fund investment.
- Coordinate and provide administrative services for PBRPC Board of Directors meetings.

HUMAN RESOURCE PLAN

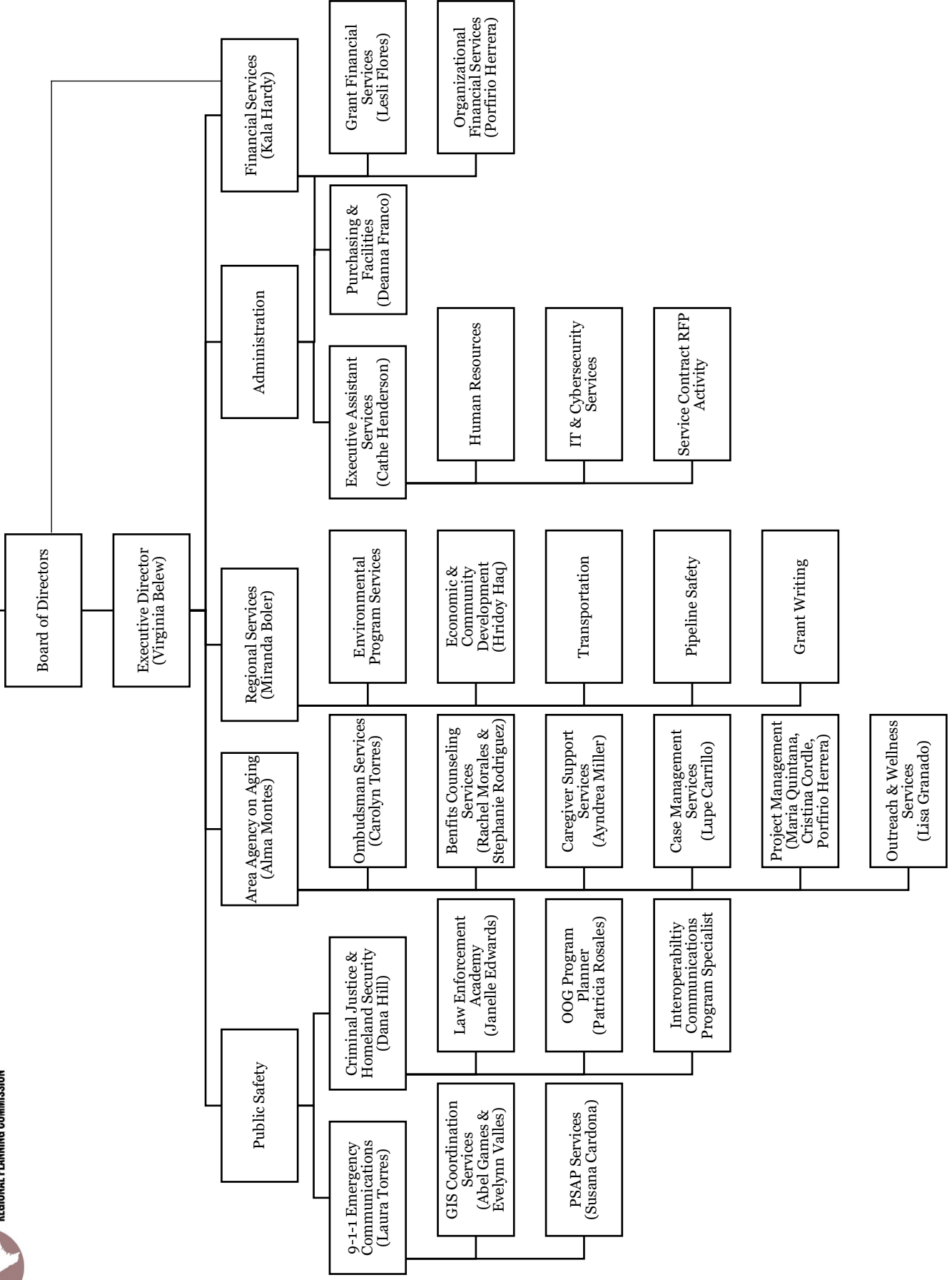
AND

REGION INFORMATION



2023-2024 Organizational Plan

General Membership of the Regional Planning Commission



PERSONNEL BY PROGRAM

October 1, 2023, through September 30, 2024

PROGRAM	NUMBER OF EMPLOYEES
Area Agency on Aging	10
Criminal Justice & Homeland Security	4
9-1-1 Emergency Communications	5
Regional Services	5
Administration	6
TOTAL	30 FT*

*Denotes Full Time

PERMIAN BASIN REGIONAL PLANNING COMMISSION
SALARY EXPENSE BY DEPARTMENT
OCTOBER 1, 2023 - SEPTEMBER 30, 2024

DEPARTMENT	SALARIES	Benefits	Total Chargable Salaries
EXECUTIVE DIRECTOR AND ADMIN	447,793.00	156,369.32	604,162.32
AREA AGENCY ON AGING	553,207.63	193,180.10	746,387.73
REGIONAL SERVICES	287,721.89	100,472.48	388,194.37
PUBLIC SAFETY	290,324.50	101,381.32	391,705.82
CSEC - 911	357,424.61	124,812.68	482,237.29
	1,936,471.63	676,215.89	2,612,687.52

**PERMAIN BASIN REGIONAL PLANNING COMMISSION
BOARD OF DIRECTORS**

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Mayor, City of Andrews
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The Honorable Randy Johnson
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2023 Secretary-Treasurer

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**Permian Basin
Regional Planning
Commission
Region 9**

