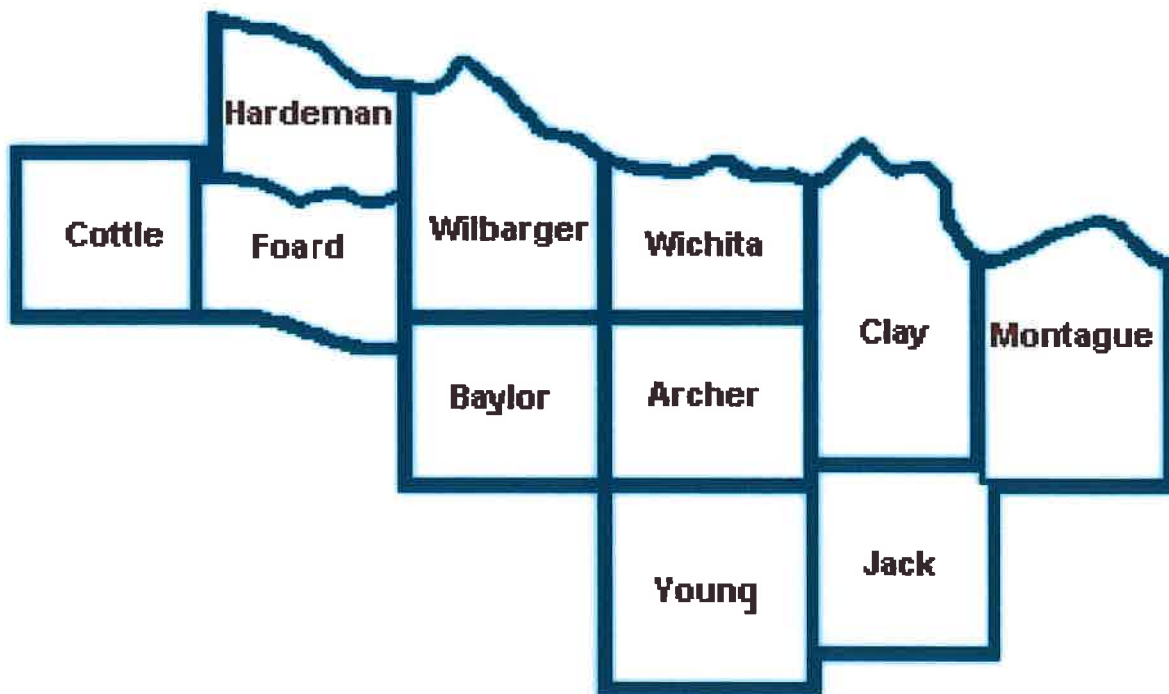


NORTEX

REGIONAL

PLANNING

COMMISSION



Executive Committee

Agenda

May 19, 2022

NORTEX REGIONAL PLANNING COMMISSION

EXECUTIVE COMMITTEE MEETING

Thursday, May 19, 2022 at 12:00 P.M.

Galaxy Center #2 North
4309 Jacksboro Highway, Suite 200, Wichita Falls, Texas
(Entrance at the side of building on the north end)

“Those individuals requiring interpretative services should contact Nortex Regional Planning Commission at the following TDD number 1-800-735-2989 within five business days of the posted meeting day.”

A G E N D A

All items marked as part of the Consent Agenda will require no individual deliberation by the Executive Committee. Each voting Committee member has the prerogative of removing an item from the Consent Agenda to be considered separately.

1. Call to order.
 2. Invocation.
 3. Pledge of Allegiance.
 4. Introduction of Guests.
-
5. **Consent Agenda Items:**
 - Action Requested
 - A. **Review and Approval of the minutes of the General Membership Committee meeting held on April 26, 2022.**
 - B. **Review and Approval of the minutes of the Comprehensive Economic Development Strategies Committee meeting held on April 13, 2022.**
 - C. **Review and Approval of the minutes of the Solid Waste Advisory Committee Scoring and Ranking meeting held on April 19, 2022.**
 - D. **Review and Approval of the minutes of the Transportation Advisory Committee meeting held on May 5, 2022.**
-

6. Report from the Solid Waste Advisory Committee:

-Action Requested

A. Review and Approval of the Scoring and Ranking of FY2022-2023 Solid Waste projects.

7. Discussion about Nortex Regional Planning Commission's Conflict of Interest Form.

8. Executive Director's Report.

a). Departmental Updates.

9. Announcement of Upcoming Meetings/Events.

10. Adjournment.

NORTEX REGIONAL PLANNING COMMISSION

General Membership Committee Minutes

Tuesday, April 26, 2022 at Noon

**4309 Jacksboro Highway, Suite 200, Large Conference Room
Wichita Falls, Texas**

MEMBERS:

Judge Rusty Stafford, Baylor County
Judge Randy Jackson, Archer County
Judge Mike Campbell, Clay County
Judge Karl Holloway, Cottle County
Judge Mark Christopher, Foard County
Judge Ronald Ingram, Hardeman County
Judge Kevin Benton, Montague County
Judge Woody Gossom, Wichita County
Judge Greg Tyra, Wilbarger County
Mayor Carl Law, City of Burkburnett
Mayor Cathy Young, City of Chillicothe
Mayor Ronnie Allen, City of Crowell
Mr. Jerry Fleming, Representing City of Iowa Park
Mayor Robert Fenoglio, City of Nocona
Ms. Lauren Bush, Representing City of Seymour
Mayor Pam Gosline, City of Vernon
Councilor Bobby Whiteley, City of Wichita Falls
Ms. Synthia Kirby, Wichita Falls ISD
Mr. Billy Don Clark, Electra Memorial Hospital
Dr. Dusty Johnston, Vernon College
Mr. Charles Finnell, North Texas Rural Rail Transportation District
Ms. Carlye Bindel, Office of Representative James Frank

GUESTS:

Ms. Jennifer Foster, Office of Senator Charles Perry
Mr. Jim Johnson, Office of Representative James Frank
Ms. Paige West, Office of Representative David Spiller
Ms. Carly Cherry, Office of Representative Ronny Jackson
Mr. Tony Fidelie, Perdue Brandon Law Firm
Mr. Justin Brom, Perdue Brandon Law Firm
Mr. Lynn Henley, City of Nocona
Mr. Kirk Higgins, Emergency Management Coordinator, City of Bowie
Ms. Lisa McDaniel, Workforce Solutions of North Texas
Mr. Dale Eaton, Emergency Management Coordinator, Hardeman County
Mr. Ernest Statuto, Wilbarger County Hospital District
Mr. Brandon Hardy, Cobalt Ride LLC.

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General Membership Committee Minutes

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STAFF:

Mr. Dennis Wilde, Executive Director
Ms. Tina Johnson, Director of Emergency Planning
Ms. Lillian Lafaele, Director of Criminal Justice
Ms. Renee Williams, Director of Area Agency on Aging
Ms. Diane Morgan, Director of Housing Services
Mr. Tim Bryant, Director of 911 Emergency Services
Ms. Jan Bowerman, Administrative Assistant

Judge Rusty Stafford called the meeting to order at 12:10 p.m. He asked Judge Mike Campbell to give the invocation. Members of the General Membership Committee cited the Pledge of Allegiance. Judge Stafford asked for self-introductions from the assembled group.

Judge Stafford addressed the next item on the agenda which was the approval of the consent agenda. The consent agenda items were as follows: approval of the minutes of the Executive Committee meeting held on March 17 2022, approval of the minutes from the Homeland Security Committee meetings held on March 2, 2022 and March 14, 2022, approval of the minutes of the Criminal Justice Advisory Committee meeting held on March 23, 2022 and approval of the minutes from the Human Services Advisory Council meeting held on March 28, 2022. Judge Stafford asked if anyone wished to remove any item from the consent agenda for further discussion. There being none, a motion was made by Judge Ronald Ingram and seconded by Judge Karl Holloway to approve the consent agenda as presented. Motion carried.

Judge Stafford went to agenda item six which was a report from the Criminal Justice Advisory Committee. He asked Mrs. Lillian Lafaele to discuss this item. Mrs. Lafaele stated the Criminal Justice Advisory Committee met on March 23, 2022 to consider and prioritize the grant applications under various law enforcement funding programs. She informed the General Membership Committee of the six grant applications that were submitted under the Justice Assistance Grant (JAG) program. She asked for approval from the General Membership Committee for the scoring and ranking of the projects as identified by Resolution # 2958.

Mrs. Lafaele informed the General Membership Committee of the four grant applications that were submitted under the Victims of Crime Act (VOCA) program. She asked for approval from the General Membership Committee for the scoring and ranking of the projects as identified by Resolution # 2959.

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General Membership Committee Minutes

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Mrs. Lafaele informed the General Membership Committee of the one grant application that was submitted under the Violence Against Women ACT (VAWA) program. She asked for approval from the General Membership Committee for the scoring and ranking of the project as identified by Resolution # 2960.

Mrs. Lafaele informed the General Membership Committee of the three grant applications that were submitted under the Truancy Prevention (TP) Grant program. She asked for approval from the General Membership Committee for the scoring and ranking of the projects as identified by Resolution # 2961.

Mrs. Lafaele informed the General Membership Committee of the two grant applications that were submitted under the Criminal Justice Planning 421 Fund. She asked for approval from the General Membership Committee for the scoring and ranking of the projects as identified by Resolution # 2962.

Judge Stafford asked for a single motion to approve Resolutions # 2958, # 2959, # 2960, # 2961 and # 2962, seconded by Judge Jackson. Motion carried.

Judge Stafford went to the next item on the agenda which was a report from the Solid Waste Advisory Committee. He stated Ms. Jasmine Amo was not present today so Mr. Wilde discussed this agenda item. Mr. Wilde stated the following list of people have been submitted for consideration to serve on the Solid Waste Advisory Committee. He stated the General Membership Committee has the final approval on appointments to an advisory committee of Nortex Regional Planning Commission. He identified the people that were submitted for consideration:

Brandon Anderson	Young County
Cory Aspinwall	Clay County
Lauren Bush	Baylor County
Bert Cunningham	Montague County
Arpegea Pagsuberon	Young County
Randy Whiteman	Wichita County

A motion was made by Judge Ronald Ingram and seconded by Judge Kevin Benton to approve the people listed above to serve on the Solid Waste Advisory Committee. Motion carried.

Judge Stafford addressed the next item on the agenda which was the Executive Director's report. He asked Mr. Wilde to give his report. Mr. Wilde stated Edgin, Parkman, Fleming & Fleming are in the beginning stages of the annual audit for FY2020-21. He stated the Aging Department is working with HHSC on a monitoring visit Desk Review. Mr. Wilde stated his 9-1-1 staff was continuing to audit/monitor the region's 9-1-1 systems with no issues arising. He stated the Housing Services

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General Membership Committee Minutes

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Department still has special funds for help with rapid rehousing. He stated the Economic Development Department is continuing outreach under EDA Cares grant.

Judge Stafford asked if there were any other business or announcements. There being no other business, the meeting was adjourned at 12:35 p.m.

PASSED AND APPROVED THIS 19th DAY OF May 2022.

Judge Rusty Stafford, Chair

ATTEST:

Mr. Billy Don Clark, Secretary

**NORTEX REGIONAL PLANNING COMMISSION
 COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGIES COMMITTEE
 Wednesday, April 13, 2022, 12:00 p.m.
 4309 Jacksboro Highway, Suite 200
 Wichita Falls, Texas**

Committee Members:

City/County

Steve Holloway	Archer County
Brandon Anderson	City of Graham
Rick Langford	City of Henrietta
Janis Crawley	City of Bowie
Monica Wilkerson	City of Vernon
Kristina Pindell	City of Burkburnett
Charles Finnell	Archer County
Mayor Kathy Butler	City of Quanah
Linda Williams	City of Euless (SBA)
Leslie Chalmers	City of Jacksboro
Lauren Bush	City of Seymour
Kendra Ball	City of Wichita Falls

Guests:

Judge Mike Campbell	Clay County
Judge Ronald Ingram	Hardeman County
Catherine Krantz	City of Denison (Connected Nations)
Catherine Sak	City of Austin (Texas Downtown Association)

Staff:

Jasmine Amo	Director of Economic Development
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Ms. Jasmine Amo called the Comprehensive Economic Development Strategies Committee to order at 12:20 p.m.

Ms. Amo thanked everyone for attending. The committee members introduced themselves.

Ms. Amo moved to agenda item three which was a presentation by Ms. Catherine Sak and Catherine Krantz. Ms. Catherine Sak with Texas Downtown Association presented an overview of her entities approach to Downtown Revitalization for communities.

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Comprehensive Economic Development Strategies Committee Minutes
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Mr. Steve Holloway presented his agenda item immediately after Catherine Sak due to a schedule constraint. He stated that small businesses need to be a key focus in the upcoming Nortex Regional Planning Commission CEDS document. He stated that a new SWOT analysis needed to be collected from the region by committee members.

Ms. Amo asked Catherine Krantz from Connected Nations to speak. Ms. Krantz discussed the importance of broadband infrastructure and expanding on the Priddy Foundation's current sponsorship of Connected Nation to aid in the planning in broadband infrastructure.

Ms. Amo addressed the next agenda item which was discussion of Purdue University – CEDS Community Involvement. Ms. Amo briefly overviewed Purdue University's upcoming involvement in the Nortex region for BR&E as well as their upcoming focus on information gathering for usage in the CEDS document.

Ms. Amo addressed item four on the agenda which was Regional Goals Discussion. She stated Mr. Holloway previously reviewed regional goals.

Ms. Amo thanked committee members and guests for attending and participating. The meeting was adjourned at 2:12 p.m.

**NORTEX REGIONAL PLANNING COMMISSION
SOLID WASTE ADVISORY COMMITTEE
Tuesday, April 19, 2022, 9:00 a.m.
4309 Jacksboro Highway, Suite 200
Wichita Falls, Texas**

Members:

City/County

Mike Whaley	City of Burkburnett
Randy Whiteman	City of Wichita Falls
Darell Kennon	City of Vernon
Bert Cunningham	City of Bowie
Arpegea Pagsuberon	City of Olney
Dustin Hudson	City of Olney
Lauren Bush	City of Seymour
Tonya Hopper	City of Crowell
Mayor Ronnie Allen	City of Crowell
Brandon Anderson	City of Graham
George Huffman	City of Archer City

Guests:

Falen Bohannon	Heart of Texas Council of Governments
Marty Mangum	City of Vernon
Kirk Higgins	City of Bowie
Guy Green	City of Bowie

Staff:

Jasmine Amo	Director of Economic Development
Dennis Wilde	Executive Director

Ms. Jasmine Amo called the Solid Waste Advisory Committee to order at 9:03 a.m. Ms. Amo thanked everyone for attending. The committee members introduced themselves.

Ms. Amo asked if there were any public comments. No Public Comments were made.

Ms. Amo addressed the fourth item on the agenda which was the scoring and ranking of the FY22/23 Solid Waste Implementation Projects. She introduced Ms. Falen Bohannon from Heart of Texas Council of Governments to guide the Committee through this process. Ms. Bohannon then called on the City of Bowie to present their project.

Mr. Kirk Higgins and Mr. Guy Green from the City of Bowie presented their application for a drug incinerator. Both gentlemen gave a PowerPoint presentation and answered all questions from the Committee. Committee members scored the project on individual ballots and Ms. Amo collected the ballots.

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Solid Waste Advisory Committee Scoring Meeting Minutes

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Ms. Bohannon called the City of Crowell to present their project. Ms. Tonya Hopper and Mayor Ronnie Allen gave the presentation for a tire cutting machine and answered questions from the Committee. Committee members scored the project on individual ballots and Ms. Amo collected the ballots.

Ms. Bohannon called the City of Vernon to give their presentation. Mr. Marty Mangum gave the presentation on having a Clean-up day for the City of Vernon and answered questions from the Committee. Committee members scored the project on individual ballots and Ms. Amo collected the ballots.

Ms. Bohannon called the City of Olney to give their presentation. Ms. Arpegea Pagsuberon and Mr. Dustin Hudson gave the presentation on the need for a tire lot in the City to be cleared and answered questions from the Committee. Committee members scored the project on individual ballots and Ms. Amo collected the ballots.

Ms. Bohannon called the City of Seymour to give their presentation. Ms. Lauren Bush gave the presentation about transfer station improvements and answered questions from the group. Committee members scored the project on individual ballots and Ms. Amo collected the ballots.

Ms. Bohannon called the City of Archer City to give their presentation. Mr. George Huffman gave his presentation on having a Clean-up day for the City of Archer City and answered questions from the Committee. Committee members scored the project on individual ballots and Ms. Amo collected the ballots.

Ms. Bohannon stated that the City of Henrietta was not present due to not being included on the email list. She stated that the City of Henrietta had submitted all of their application accurately and asked the Committee for permission to vote on whether or not they wished to review the application. A motion was made and seconded to allow the vote for the City of Henrietta project. Motion carried with Mr. Bert Cunningham voting in opposition to the motion. The Committee members then reviewed Henrietta's application and scored the project. Committee members scored the project on individual ballots and Ms. Amo collected the ballots.

Ms. Bohannon addressed agenda item five which was Discussion/Action on the funding recommendations and allocations for FY22/23 solid waste projects. She stated that all scores would have to be entered into the scoring matrix to derive the grants priority list. The Committee took a 20-minute break.

After the break, Ms. Bohannon displayed the priority list for committee members to view. Committee members openly discussed the breakdown of funds and how they should be distributed in accordance with the rankings. Mr. Bert Cunningham recommended to fully fund the first four projects. Another committee member stated that if City of Vernon took a

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Solid Waste Advisory Committee Scoring Meeting Minutes

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decrease, then the City of Crowell could purchase their tire cutter. Mr. Kennon stated that the City of Vernon would be willing to take a cut if that meant the City of Crowell could purchase a tire cutter. Mayor Allen asked if City of Crowell could purchase their tire cutter with \$15,131.00. Mayor Allen stated yes. The Committee agreed on the graph below:

FY22/23 Solid Waste Implementation Grants Priority List

Rank	Applicant	Project Title	Amount Requested by Applicant	SWAC Recommended Funding Amounts
1	City of Bowie	Source Reduction	\$ 5,500	\$ 5,500
2	City of Vernon	Litter and Illegal	\$ 21,534	\$ 8,614
3	City of Olney	Source Reduction	\$ 41,056	\$ 31,056
4	City of Seymour	Citizen Collection Station	\$ 41,000	\$ 31,000
5	City of Archer City	Litter and Illegal	\$ 16,500	\$ 10,000
6	City of Crowell	Source Reduction	\$ 34,753	\$ 15,131
7	City of Henrietta	Litter and Illegal	\$ 4,923	\$ 4,923

The Committee asked Ms. Bohannon what would happen if an entity did not expense all funds allotted by this process. Ms. Bohannon stated that funds would return back to the COG for redistribution to another project. The group requested a motion be made to accept recommended amounts up to \$101,301.45 that is projected to be set aside for local projects and to reconvene as a Committee to determine how and where excess funds be spent if applicable. Mr. Randy Whiteman made the motion and Mr. Brandon Anderson seconded the motion to accept the recommendations for funding.

Mr. Cunningham made the motion to adjourn. The Solid Waste Advisory Committee adjourned at 11:40 a.m.

**NORTEX REGIONAL PLANNING COMMISSION
 TRANSPORTATION ADVISORY COMMITTEE MINUTES
 Tuesday, May 5, 2022, 12:00 p.m.
 4309 Jacksboro Highway, Suite 200
 Wichita Falls, Texas**

Committee Members:

City/County

Jenny Stevens	City of Wichita Falls
Lisa McDaniel	City of Wichita Falls
Debra Thomas	City of Crowell (Rolling Plains)
Donna Moore	City of Crowell (SHARP Lines)

Guests:

Rhonda Pogue	City of Wichita Falls
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Staff:

Jasmine Amo	Director of Economic Development
Diane Morgan	Director of Housing Services
Renee Williams	Director of AAA/Aging Services
DeeAnna Booker	AAA/ADRC

 Ms. Jasmine Amo called the Transportation Committee to order at 12:10 p.m. and she thanked everyone for attending. The committee members introduced themselves.

Ms. Amo addressed the next item on the agenda which was reaffirming Regional Coordinated Transportation Planning Committee membership. She passed around a clip board and asked committee members to reaffirm their membership by writing their names, title/entity and email. She moved on to address Regional Coordinated Transportation Planning Committee requirements. Ms. Amo informed committee members to reference the provided document titled, "TxDOT RCTP Planning 101" to review the summary of requirements regarding Regional Coordinated Transportation Plan Development. She asked the group if they had any questions regarding the document. Ms. Rhonda Pogue asked the status of finalizing the 5-year plan. Ms. Amo stated that she was completing the final edits from comments received from Austin and that it was almost complete. She confirmed the Transportation committee's upcoming meeting dates and times to the group.

Ms. Amo asked if anyone had any other business to bring before the Committee. No additional items were discussed. The meeting was adjourned at 1:21 p.m.



April 19, 2022

M e m o r a n d u m

To: Dennis Wilde, Executive Director

From: Jasmine Amo, Director of Economic Development *JA*

Subject: Report from the Solid Waste Advisory Committee

The following is the FY22/23 Solid Waste Implementation Grants Priority List.

Rank	Applicant	Project Title	Amount Requested by Applicant	SWAC Recommended Amount
1	Bowie	Source Reduction	\$5,500	\$5,500
2	Vernon	Litter and Illegal	\$21,534	\$8,614
3	Olney	Source Reduction	\$41,056	\$31,056
4	Seymour	Citizen Collection Station	\$41,000	\$31,000
5	Archer	Litter and Illegal	\$16,500	\$10,000
6	Crowell	Source Reduction	\$34,753	\$15,131
7	Henrietta	Little and Illegal	\$4,923	\$0.00
			TOTAL	\$101,301.00

Approval by the Executive Committee would be appreciated.

Agenda Item 6
Memo



May 16, 2022

To: Executive Committee

From: Dennis Wilde, Executive Director

Subject: Board Conflicts of Interest Policy/Form

As a condition of receiving federal/state funds, Nortex Regional Planning Commission is required to abide by CFR 200.112 Conflict of Interest of the 2 CFR 200 Uniform Guidance.

§ 200.112 Conflict of interest.

The Federal awarding agency must establish conflict of interest policies for Federal awards. The non-Federal entity must disclose in writing any potential conflict of interest to the Federal awarding agency or pass-through entity in accordance with applicable Federal awarding agency policy.

This citation requires that subrecipients and contractors of federal/state agencies must establish a conflicts of interest policy that adequately discloses any potential conflicts. A Conflicts of Interest policy that pertains to members serving on the Executive Committee was adopted in August of 2017. Accordingly there is a disclosure form for each Board member to sign designating whether they have a conflict of interest and if so, adequate space to disclose such conflicts. We will need to update this form annually. This item is on the agenda as a reminder of the policy. We will provide you a Conflicts of Interest form to update.

Your consideration in updating your status would be greatly appreciated.

Agenda Item 7
Memo

Nortex Regional Planning Commission

Conflicts of Interest Policy

1. Purpose

The purpose of this policy is to help board members of Nortex Regional Planning Commission to effectively identify, disclose and manage any actual, potential or perceived conflicts of interest in order to protect the integrity of Nortex Regional Planning Commission and manage risk.

2. Objective

The Nortex Regional Planning Commission's Executive Committee aims to ensure that board members are aware of their obligations to disclose any conflicts of interest that they may have, and to comply with this policy to ensure they effectively manage those conflicts of interest as representatives of Nortex Regional Planning Commission.

3. Scope

This policy applies to the board members of Nortex Regional Planning Commission.

4. Definition of conflicts of interests

A conflicts of interest occurs when a person's personal interests conflict with their responsibility to act in the best interests of Nortex Regional Planning Commission. Personal interests include direct interests as well as those of family, friends, or other organizations a person may be involved with or have an interest in. It also includes a conflict between a board member's duty to Nortex Regional Planning Commission and another duty that the board member has. A conflicts of interest may be actual, potential or perceived and may be financial or non-financial.

These situations present the risk that a person will make a decision based on, or affected by, these influences, rather than in the best interests of Nortex Regional Planning Commission and must be managed accordingly.

5. Policy

This policy has been developed because conflicts of interest commonly arise, and do not need to present a problem to Nortex Regional Planning Commission if they are openly and effectively managed. It is the policy of the Nortex Regional Planning Commission as well as a responsibility of the board, that ethical, legal, financial or other conflicts of interest be avoided and that any such conflicts do not conflict with the obligations to Nortex Regional Planning Commission.

Nortex Regional Planning Commission will manage conflicts of interest by requiring board members to:

- avoid conflicts of interest where possible
- identify and disclose any conflicts of interest
- carefully manage any conflicts of interest, and
- follow this policy and respond to any breaches.

5.1 Responsibility of the Board

The board is responsible for:

- establishing a system for identifying, disclosing and managing conflicts of interest across Nortex Regional Planning Commission
- monitoring compliance with this policy, and
- reviewing this policy on an annual basis to ensure that the policy is operating effectively.

Nortex Regional Planning Commission must ensure that its board members disclose any actual or perceived material conflicts of interests.

5.2 Identification and disclosure of conflicts of interest

Once an actual, potential or perceived conflicts of interest is identified, it must be entered into Nortex Regional Planning Commission's register of interests, as well as being raised with the board. Where all of the other board members share a conflict, the board ensure that proper disclosure occurs.

The register of interests must be maintained by the Executive Director of Nortex Regional Planning Commission, and record information related to a conflicts of interest.

Confidentiality of disclosures

Upon request, each Board member will have access to the information disclosed.

6. Action required for management of conflicts of interest

6.1 Conflicts of interest of board members

Once the conflicts of interest has been appropriately disclosed, the board (excluding the board member disclosing and any other conflicted board member) must decide whether or not those conflicted board members should:

- vote on the matter, or
- participate in any debate

6.2 What should be considered when deciding what action to take

In deciding what approach to take, the board will consider whether the conflict needs to be avoided or simply documented whether the conflict will realistically impair the disclosing person's capacity to impartially participate in decision-making alternative options to avoid the conflict of Nortex Regional Planning Commission's objects and resources, and the possibility of creating an appearance of improper conduct that might impair confidence in, or the reputation of, Nortex Regional Planning Commission.

The approval of any action requires the agreement of at least a majority of the board (excluding any conflicted board members) who are present and voting at the meeting. The action and result of the voting will be recorded in the minutes of the meeting and in the register of interests.

7. Compliance with this policy

If the board has a reason to believe that a person subject to the policy has failed to comply with it, it will investigate the circumstances. If it is found that this person has failed to disclose a conflicts of interest, the board may take action against them.

PASSED AND APPROVED THIS 17TH DAY OF AUGUST 2017.



Mayor Dale Eaton, Chair

ATTEST:



Mayor Shelia Birdwell, Secretary

NORTEX REGIONAL PLANNING COMMISSION

CONFLICTS OF INTEREST POLICY AND DISCLOSURE FORM

I have read the Nortex Regional Planning Commission's Board Conflicts of Interest Policy and agree to comply fully with its terms and conditions at all times during my tenure as a Nortex Regional Planning Commission Board member. If at any time following the submission of this form I become aware of any actual or potential conflicts of interest, or if the information provided below becomes inaccurate or incomplete, I will promptly notify the Chair of Nortex Regional Planning Commission in writing.

I do not have a conflict of interest to report

I have the following to report as a disclosure of actual or potential conflicts of interest:

Board Member Signature: _____

Board Member Printed Name: _____

Date: _____