



## Executive Committee | Summary Minutes

10:00 a.m., Wednesday, February 13, 2019  
CAPCOG Lantana Room  
6800 Burleson Road, Building 310, Suite 155  
Austin, Texas 78744

### Present (24)

Commissioner Gerald Daugherty, *Travis County*,  
**Chair**  
Council Member Andrea Navarrette, *City of Leander*, **1st Vice Chair**  
Judge Paul Pape, *Bastrop County*, **2nd Vice Chair**  
Mayor Brandt Rydell, *City of Taylor*, **Secretary**  
Mayor Jane Hughson, *City of San Marcos*,  
**Parliamentarian**  
Council Member Jimmy Flannigan, *City of Austin*  
Mayor Monty Parker, *City of Bee Cave*  
Judge Brett Bray, *Blanco County*  
Commissioner Joe Don Dockery, *Burnet County*  
Judge James Oakley, *Burnet County*

Judge Hoppy Haden, *Caldwell County*  
Council Member Heather Jefts, *City of Cedar Park*  
Judge Joe Weber, *Fayette County*  
Judge Ruben Becerra, *Hays County*  
Commissioner Debbie Ingalsbe, *Hays County*  
Commissioner Maurice Pitts, *Lee County*  
Judge Ron Cunningham, *Llano County*  
Mayor Lew White, *City of Lockhart*  
Council Member Mike Heath, *City of Pflugerville*  
Council Member Tammy Young, *City of Round Rock*  
Council Member William Gordon, *City of Smithville*  
Commissioner Brigid Shea, *Travis County*  
Commissioner Russ Boles, *Williamson County*  
Commissioner Cynthia Long, *Williamson County*

### Absent (4)

Mayor George Haehn, *City of Buda*  
State Representative John Cyriler

State Representative Celia Israel  
State Representative Terry Wilson

#### **1. Opening Remarks and Pledge of Allegiance by the Chair**

Commissioner Daugherty called the meeting to order at 10:06 a.m. and confirmed a quorum.

#### **2. Consideration of Minutes for the January 9, 2019 Meeting**

A motion was made by Council Member Navarrette to approve the January 9, 2019, meeting minutes. Judge Oakley seconded the motion. The motion passed unanimously and the January 9, 2019, minutes were adopted.

#### **3. Consider Electing Replacement to Serve Remainder of Term for Mayor Corbin Van Arsdale Betty Voights, Executive Director**

Ms. Voights briefly explained that the CAPCOG Bylaws allow the Executive Committee to elect a replacement and can be done with or without a request for a nomination from the Nominating Committee. Cedar Park Council Member Heather Jefts was recommended to serve the remainder of Mayor Van Arsdale's term.

A motion was made by Council Member Navarrette to approve Council Member Heather Jefts as replacement to serve the remainder of term for Mayor Van Arsdale and Council Member Young seconded the motion. The motion passed unanimously.

**4. Accept the Quarterly Investment Report**  
**Lisa Byrd, Director of Finance**

Ms. Byrd stated that this report is for the quarter ending December 31, 2018. The average interest rate in TexPool was 2.23% and total interest earnings were \$122,524.29. The weighted average maturity at December 31<sup>st</sup> was 21 days. Our TexPool in that yield at December 31<sup>st</sup> was 2.39% as compared to the six months Treasury Bill Rate at December 31<sup>st</sup> which was 2.5%. TexPool is staying pretty close to the six months U.S. Treasury Bill rate. Beginning book value was \$21,180,029.65 and the ending value \$22,944,221.94. There are four separate funds with TexPool in order to keep funds and interest earnings separate (General Fund – Operating Fund, Solid Waste, Air Quality (both TCEQ Grant Advances), and CAECD 911 Funds.)

A motion was made by Commissioner Long to accept the Quarterly Investment Report and Council Member Navarrette seconded the motion. The motion passed unanimously.

**5. Consider Amending the Law Enforcement Education Committee (LEEC) Bylaws**  
**Randy Holmes, Director of Regional Law Enforcement Academy**

Mr. Holmes explained that the proposed amendments to the LEEC Bylaws are to reflect what the Texas Commission on Law Enforcement (TCOLE) mandates. Changes under Article I of the Bylaws, *the responsibilities of the Law Enforcement Education Committee*, were added verbatim of what TCOLE mandates the responsibilities should be. Staff is also proposing an additional change to the Bylaws reducing the number of members from 20 to 12 because the committee was having difficulty obtaining a quorum. Research of other COG academies revealed that CAPCOG's LEEC had four times as many members as other COG committees. TCOLE requires the LEEC have one-third of its members as public members so for a committee of 12, four must be public members. Mr. Holmes provided a proposed list of recommendations for the LEEC for a twelve-member committee. Nine of the 12 members are already on the committee and have been attending meetings. Commissioner Pitts expressed concern about the membership and how it was determined which members were omitted. Ms. Voights explained that the categories of membership were effectively changed to reflect community size or disciplines since some of the training is in emergency communications as well as corrections/jail administration.

Judge Becerra informed the Committee that he and Judge Cunningham have agreed to switch committees. Judge Cunningham will act as the Executive Committee Liaison for the LEEC and Judge Becerra will act as the Executive Committee Liaison for the Criminal Justice Advisory Committee (CJAC). Judge Pape then directed the discussion to the Bylaws language change for the LEEC to "set" policy explaining he was uncomfortable with the committee making policy. Ms. Voights explained that the LEEC is an advisory committee with no binding authority and the Executive Board has the ability to overturn. A motion was made by Judge Pape to approve the Law Enforcement Education Committee Bylaws with the amendment to change the "set" policy language to "recommend" policy and Judge Oakley seconded the motion. After discussion about TCOLE, its rules and TCOLE's reference to the "chief administrator" interpreted to refer to the Executive Director, Judge Pape withdrew his initial motion and motioned to table this item to next month and Mayor Hughson seconded.

**6. Consider Approving Application for EPA Diesel Emission Reduction Act Funding**  
**Andrew Hoekzema, Assistant Director of Regional Planning and Services**

Mr. Hoekzema explained that CAPCOG is requesting approval to submit the maximum of three applications to the Environmental Protection Agency's (EPA) 2019 Diesel Emission Reduction Act (DERA)

funding for up to \$2.5 million for each grant. EPA expects to award two to eight grants per region with Texas in Region 6 along with New Mexico, Oklahoma, Arkansas and Louisiana. These funds can be used to replace or retrofit older diesel vehicles and equipment in order to accelerate the emission reductions that would occur as a result of newer emission standards. This is a program that's similar to the Texas Emission Reduction program at the state level. CAPCOG asked Executive Committee members, Clean Air Coalition members, and other eligible entities from within the region to submit specific projects that they might like CAPCOG to consider. Currently, the two organizations that have directly expressed an interest in participating are CapMetro and Austin White Lime. The three applications that CAPCOG would like to apply for would be an application for a regional competitive process based on EPA's scoring system after CAPCOG is awarded funding; the second application would be on a first come, first served process, also based on EPA's scoring system; and the third application would be to fund specific projects identified from the call for projects. A call for projects has been sent out to the Clean Air Coalition (CAC), the CAC Advisory Committee, the Executive Committee, County Commissioners, and school districts with a deadline of March 6, 2019.

A motion was made by Council Member Navarrette to approve an application for EPA Diesel Emission Reduction Act Funding and Commissioner Ingalsbe seconded the motion. The motion passed unanimously.

**7. Consider Adopting a Resolution Authorizing CAPCOG to Amend its Interlocal Agreement with TxDOT Through FY2020**

**Chris Schreck, Director of Regional Planning and Services**

Mr. Schreck explained that this item will extend CAPCOG's TxDOT contract through fiscal year 2020. CAPCOG currently has an interlocal agreement with TxDOT through fiscal year 2019. This amendment will add another fiscal year. TxDOT has added \$40,000 to the total contract amount so the budget will also be amended for fiscal years 2019 and 2020 with an annual budget of \$70,000 per year for the scope of work.

A motion was made by Council Member Long to adopt a resolution authorizing CAPCOG to Amend its Interlocal Agreement with TxDOT through fiscal year 2020 and Commissioner Pitts seconded the motion. The motion passed unanimously.

**8. Consider Adopting a Resolution Authorizing Application for a Violence Against Women Justice and Training Program Grant from the Office of the Governor, Criminal Justice Division**

**Randy Holmes, Regional Law Enforcement Academy Director**

**Matt Holderread, Criminal Justice Program Specialist**

Mr. Holmes explained that adoption of a resolution for the Violence Against Women Justice and Training Program grant would allow the Regional Law Enforcement Academy (RLEA) to continue to offer free training to peace officers in the ten-county region for seven different classes and assist with operational costs. With the exception of Cyberstalking and Rape Prevention, all the other classes are open to the public. The peace officers that attend these classes are able to earn Texas Commission on Law Enforcement (TCOLE) hours. In addition, the Travis County Services for the Deaf and Hard of Hearing has been invaluable in assisting the RLEA in offering an *Interacting with Drivers who are Deaf and Hard of Hearing* class mandated by TCOLE. Travis County Services requested that they be permitted to come to RLEA's civilian classes and sign for anyone who's deaf and hard of hearing allowing for that service to be advertised as well. They wanted to do that for the Cyberstalking class, for the Rape Prevention class and also asked that RLEA offer the Human Trafficking class not only as a law enforcement course, but open to the public as well.

A motion was made by Commissioner Shea to adopt a resolution authorizing application for a Violence Against Women Justice and Training Program Grant and Commissioner Long seconded the motion. The motion passed unanimously.

**9. Consider Approving a Contract with RideAmigos for Commute Solutions Ride-Sharing/Trip-Planning Platform**

**Andrew Hoekzema, Assistant Director of Regional Planning and Services**

Mr. Hoekzema explained that this request allows CAPCOG to extend its current contract by awarding the contract to RideAmigos for the Commute Solutions platform. The same platform was procured by CAMPO in 2011 with RideShark operating and maintaining the MyCommuteSolutions.com website. This platform provides an opportunity for users to find carpool matches, vanpool matches, to record their trips and log their commutes. Among other things, employers can also manage their own commute programs through this platform. Incentives can be offered to participants such as gift certificates, bus passes, or Amazon gift cards, however, the funding from the contract doesn't pay for any of those incentives. This platform is a core part of the Commute Solutions program. With the federal funding that was awarded by CAMPO last year, CAPCOG is able to start using those funds and the first purchase will be this contract. A Request for Proposals was sent out and three proposals were received and evaluated by an evaluation committee. CAPCOG's current vendor, RideShark, and two other vendors who provide this service, submitted proposals with RideAmigos representing the best value for CAPCOG. A contract with RideAmigos would allow CAPCOG to develop a new version of this platform, assist in transition of our current partners to that platform, and then maintain the platform for a year with options to renew for future years. RideAmigos would also provide tools for commuters to find matches in the six counties of CAMPO—Bastrop, Burnet, Caldwell, Hays, Travis and Williamson Counties. Commissioner Shea requested that the Board receive a demonstration of RideShark once it's up and running.

A motion was made by Mayor Hughson to approve a contract with RideAmigos for Commute Solutions Ride-Sharing/Trip Planning Platform and Commissioner Shea seconded the motion. The motion passed unanimously.

**10. Consider Adopting a Resolution Authorizing Submittal of the Homeland Security Grant Program Application for Regional Planning by the Capital Area Council of Governments**

**Martin Ritchey, Director of Homeland Security**

Mr. Ritchey explained that the next five items on the agenda are similar in that they each request adoption of a resolution for Homeland Security grants. This first grant covers a majority of the Homeland Security program costs such as personnel, overhead, rent, computers, etc. CAPCOG has 41 grants at \$6 million for Homeland Security funding submitted to the COG and they are in the process of going through committee and are ranked. The Office of the Governor, Homeland Security Grants Division, requires that all grant applications include a signed resolution.

A motion was made by Commissioner Long to adopt the resolutions in agenda items 10 through 15 in order that they be processed through the eGrant system and Commissioner Shea seconded the motion. The motion passed unanimously. At this point, Commissioner Shea requested that monthly updates for Warn Central Texas be placed on the agenda. She also asked that the minutes be amended to reflect that Mayors Hughson and Parker are members of the committee to look into the registration issue and local outreach opportunities.

11. **Consider Adopting a Resolution Authorizing Submittal of the Homeland Security Grant Program Application for Regional Warn Central Texas Public Safety Announcements Project by the Capital Area Council of Governments**  
**Martin Ritchey, Director of Homeland Security**
12. **Consider Adopting a Resolution Authorizing Submittal of the Homeland Security Grant Program Application for Regional Training & Exercise by the Capital Area Council of Governments**  
**Martin Ritchey, Director of Homeland Security**
13. **Consider Adopting a Resolution Authorizing Submittal of the Homeland Security Grant Program Application for CAPCOG's Recovery & Resilience Project by the Capital Area Council of Governments**  
**Martin Ritchey, Director of Homeland Security**
14. **Consider Adopting a Resolution Authorizing Submittal of the Homeland Security Grant Program Application for CAPCOG's PEAC Analysis and Modeling Project**  
**Martin Ritchey, Director of Homeland Security**
15. **Consider Adopting a Resolution for Application for the Edward Byrne Memorial Justice Assistance Grant (JAG) Program from the Office of the Governor, Criminal Justice Division, to Purchase a Use-of-Force Simulator**  
**Randy Holmes, Director of Regional Law Enforcement Academy**

A motion was made by Commissioner Long during the presentation of agenda item #10 to adopt the resolutions in agenda items 10 through 15 in order that they be processed through the eGrant system and Commissioner Shea seconded the motion. The motion passed unanimously. Ms. Voights pointed out that agenda item 15 was from a different funding source than the other agenda items. Commissioner Long clarified that she did intend to include agenda item 15 in her motion.

16. **Consider Appointments to Advisory Committees**  
**Betty Voights, Executive Director**

Ms. Avila announced that Judge Bray recommended Lt. Robert Woodring of the Blanco County Sheriff's office to replace Mr. Rusty Weirich who has resigned the Criminal Justice Advisory Committee (CJAC). Judge Bray also nominated Judge Randy Brodbeck to replace Judge Terry Carter for the Blanco-Burnet-Llano slot on the Law Enforcement Education Agency (LEEC). Commissioner Long nominated Mr. Nathan Smith for the Williamson County vacancy on the Geographic Information Systems Planning Council (GISPC) and Judge Cunningham nominated Ms. Colleen Sullivan for the Llano County vacancy on the GISPC.

A motion was made by Council Member Navarrette to approve the appointments and Commissioner Ingalsbe seconded the motion. The motion passed unanimously.

17. **Staff Updates**  
**Betty Voights, Executive Director**

Auditors. Ms. Voights mentioned that it's that time of year for the auditors to conduct their annual audit of the prior fiscal year. Those Executive Committee members who were on the Board in 2018 will be receiving a questionnaire.

Homeland Security Grants. Ms. Voights informed the Committee that nonprofits can apply for Homeland Security grants this year. If a nonprofit is going to apply, it's important that they attend eGrant training or they might have difficulty preparing their application.

Legislature Concerns. Commissioner Daugherty asked Ms. Voights to report on any legislative issues that may affect CAPCOG. Ms. Voights pointed out that the COGs are working on keeping funding for Solid Waste; however, she stated that CAPCOG is not sure that reinstating Rider 7 is the best approach since the Governor vetoed that specifically last session. There is movement to use the Texas Emission Reduction Plan (TERP) program for that which may have funding. Ms. Voights reported on some efforts to reduce the 9-1-1 funding for COG programs which would not directly affect CAPCOG but could impact the collective program statewide.

Judge Pape initiated discussion about the proposed property tax caps and suggested the Executive Committee consider a resolution in opposition. Commissioner Long noted that other state level organizations representing cities and counties were working on this but it's been CAPCOG's practice to stay away from political issues that aren't related to its programs.

Commissioner Shea asked that there be a standing item on the agenda for a status report on the Warn Central Texas efforts. She noted that there had been two additional volunteers for the committee she agreed to chair at the January 9 meeting, Mayor Hughson and Mayor Parker. Mayor Hughson motioned that agenda item #10 of the January 9, 2019, minutes be amended to reflect that those additions to the committee. Council Member Navarrette seconded the motion and the motion passed unanimously.

**18. Adjourn**

Commissioner Daugherty adjourned the meeting at 11:26 a.m.



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Mayor Brandt Rydell, Secretary  
Executive Committee  
Capital Area Council of Governments

3/13/19

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Date