



Executive Committee | Summary Minutes

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

Present (17)

Commissioner Gerald Daugherty, *Travis County*,
Chair

Judge Paul Pape, *Bastrop County*, **Second Vice Chair**
Mayor Jane Hughson, *City of San Marcos*,

Parliamentarian

Judge Brett Bray, *Blanco County*

Commissioner Joe Don Dockery, *Burnet County*

Judge James Oakley, *Burnet County*

Judge Hoppy Haden, *Caldwell County*

Judge Joe Weber, *Fayette County*

Judge Ruben Becerra, *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 William Gordon, *City of Smithville*

Commissioner Brigid Shea, *Travis County*

Commissioner Russ Boles, *Williamson County*

Commissioner Cynthia Long, *Williamson County*

Absent (9)

Mayor Brandt Rydell, *City of Taylor*, **Secretary**

Council Member Jimmy Flannigan, *City of Austin*

Mayor Monty Parker, *City of Bee Cave*

Mayor George Haehn, *City of Buda*

Commissioner Debbie Ingalsbe, *Hays County*

Council Member Tammy Young, *City of Round Rock*

State Representative John Cyrier

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 10:04 a.m. and confirmed a quorum.

2. Consideration of Minutes for the May 8, 2019, Meeting

A motion was made by Mayor White to approve the May 8, 2019, meeting minutes and Commissioner Pitts seconded the motion. The motion passed unanimously and the minutes were adopted.

3. Consideration of Minutes for the June 12, 2019, Planning Workshop

A motion was made by Mayor Hughson to approve the June 12, 2019, Planning Workshop minutes with the correction to indicate Council Member Navarrette was not in attendance and Commissioner Dockery seconded the motion. The motion passed unanimously and the minutes were adopted with the correction.

4. Consider Adopting Revised Mission Statement and Authorize Implementation on Recommendations from Planning Workshop

Betty Voights, Executive Director

Ms. Voights asked the board to consider adopting a mission statement, including rewording one of the two proposed; to give staff approval to move forward on the four items listed under Mission and Resiliency, and to consider directing staff to work on some of the Regional Issues. For the Missions and Resiliency items in her memo, the board agreed staff would do a needs assessment for member cities and counties, restructure outreach to be broader, work on establishing the Central Texas caucus with the

region's legislators, and work with board members to be ambassadors for CAPCOG. Commissioner Dockery noted that he had made presentations about the Capital Area Regional Transportation Planning Organization (CARTPO) with materials prepared by staff and suggested this was one approach that would allow the members to talk about CAPCOG in their jurisdiction. Ms. Voights agreed that would be beneficial and pledged to develop materials for presentations as well as attend them if appropriate. After a brief discussion about the mission statement, Commissioner Dockery asked for a committee to work on it; Judge Pape, Mayor Hughson, Commissioner Shea, Council Member Gordon and Judge Cunningham volunteered. He asked that the Regional Issues discussion wait until the August meeting.

A motion was made by Commissioner Dockery recommending that the Executive Director implement recommendations from the Planning Workshop including develop a needs assessment; restructure CAPCOG's outreach; work with legislators to form a Central Texas Legislative Caucus and engage Executive Committee members as "ambassadors" for CAPCOG. Judge Cunningham seconded the motion. The motion passed unanimously.

5. Consider Approval of Application for St. David's Foundation Grant: The CAPABLE Model Through the Capital Area Initiatives Foundation

Patty Bordie, Director of Aging Services

Ms. Bordie explained that the St. David's Foundation Grant of the Community Aging in Place—Advancing Better Living for Elders (CAPABLE) Model is an evidenced-based, client-directed, home-based intervention designed to increase mobility and functionality for older adults and allow them to age in-place safely. Under the grant there will be three providers including an occupational therapist to address activities of daily living, a registered nurse to assist in healthcare needs, and a residential repair professional to identify issues related to mobility and home repairs. The St. David's Foundation grant will serve Bastrop, Caldwell, Hays, Travis and Williamson counties because those are the counties St. David's Foundation serves. The grant period will initially be for a 16-month grant cycle, with four months for startup, and will serve approximately 60 individuals. Funding will be requested for \$236,407 to cover the cost of contracting four visits from the nurse, six visits from the occupational therapist and a residential repair person, as needed. The grant will include specialized training for two occupational therapists and two nurses at an average of \$3,000 per applicant. Should the project become recognized under the evidence-based model, funding can then be used to implement a similar model in the other counties of our ten-county region.

A motion was made by Judge Oakley to approve the application for the St. David's Foundation Grant and Judge Pape seconded the motion. The motion passed unanimously.

6. Consider Authorizing Contract with Texas Department of Agriculture for a Project Addressing Gas Pump "Skimmers"

Betty Voights, Executive Director

Mike Jennings, Director of Regional Law Enforcement Academy

Ms. Voights explained that Commissioner Sid Miller from the Texas Department of Agriculture reached out to her expressing his interest in having CAPCOG work on gas pump skimmer issues and proposed an amount of \$200,000. There is no contract as of yet, but Commissioner Miller wants CAPCOG to submit a scope of work which could include training, funding for law enforcement agencies' surveillance and preparations for prosecution. In addition to CAPCOG, six other COGs were approached as well. Mr. Jennings introduced several ways to combat the gas pump skimmer issues beginning with training for local law enforcement provided by the Regional Law Enforcement Academy (RLEA). Law enforcement will be trained to identify a pump that has been skimmed. He is also looking at the prosecution side, for instance,

identifying specifically what each county requires to prosecute the skimmers. Mr. Jennings expressed that he would like to develop a good outreach program for the law enforcement in the region so everyone is on the same page and able to prosecute the skimmers. Discussion continued about the store operators and how they need to be educated as well about skimming. Judge Pape suggested that CAPCOG investigate what stores have not been affected by the skimmers, what they are doing, and share that information. Mr. Jennings stated that he will take this information and meet with Commissioner Miller and his inspectors and acquire additional information.

A motion was made by Judge Oakley to authorize a contract with the Texas Department of Agriculture and Mayor Hughson seconded the motion. The motion passed unanimously.

**7. Consider Approving Reallocation of FY 2017 Homeland Security Grant Program (HSGP) Funds
Martin Ritchey, Director of Homeland Security**

Mr. Ritchey explained that the Office of the Governor notified Homeland Security there were unallocated funds of \$45,778.62 from FY 2017 Homeland Security funds. According to rules and procedures approved by the board, there is a list of projects that CAPCOG draws from and are now at a point on the list where eligible projects declined funding as well as completed projects. For example, the Austin 2017 – AFD RED Team UAS Quad-Copter(s) project was turned down because of the requirements to spend the funds by the end of the year. Several projects listed below CAPCOG’s project were completed with 2018 funds. CAPCOG’s WarnCentral Texas website regional project was submitted by the Homeland Security Task Force at an initial request of \$100,000. This project would have the ability for our WebEOC system and other systems to put information on the WarnCentral Texas website. Since it would be divided by jurisdictions, the information would be jurisdiction-specific with information posted by local emergency managers teams. This is one of the ways that CAPCOG could make WarnCentral Texas a place that people want to go to for information as well as a place for people to sign up for emergency alerts.

A motion was made by Commissioner Shea to approve the reallocation of FY 2017 HSGP funds and Mayor Hughson seconded the motion. The motion passed unanimously.

**8. Consider Electing Replacement to Serve Remainder of Term for Council Member Andrea Navarette
Betty Voights, Executive Director**

Ms. Voights explained that replacing an executive committee member is a two-step process. First, a person has to be a city or county official on General Assembly for that city or county. Since Council Member Navarette was no longer in a General Assembly slot she was not eligible to continue on the executive committee. Council Member Navarette could have finished her term on the board if she had stayed in the General Assembly slot even though she was no longer an elected official. The second step is for an eligible elected official to submit a nomination form requesting to serve on the executive committee. Council Member Sederquist is currently in a General Assembly slot and therefore eligible to be on the executive committee and has submitted her nomination form.

A motion was made by Commissioner Shea to approve Council Member Sederquist to serve the remainder of term for Council Member Navarette and Commissioner Dockery seconded the motion. The motion passed unanimously.

9. Consider Appointments to Advisory Committees

**Betty Voights, Executive Director
Cathy Avila, Administrative Coordinator**

Ms. Voights sought and received clarification from the board that an executive committee member can submit an appointment for consideration whether they are in attendance or not. Ms. Avila proceeded with a nomination received from Council Member Jimmy Flannigan recommending Ms. Tabitha Taylor to the Aging Advisory Council for the City of Austin followed by a nomination for Dr. Craig Spinn for the Public School vacancy on the Homeland Security Task Force.

A motion was made by Judge Oakley to approve the appointments and Mayor White seconded the motion. The motion passed unanimously.

13. Updates from Staff

Betty Voights, Executive Director

- Ms. Voights introduced Mr. Richard Morales, Emergency Communications' new Assistant Director of Operations. Mr. Morales' background includes the City of San Antonio's radio services and 9-1-1 department, a long career in the Air Force and the San Antonio Water System (SAWS) at their Emergency Operations Center (EOC).
- Ms. Voights reported that CAPCOG worked with Representative Howard's office to return Rider 7 language back in the budget and secure air quality money and it passed. In 2017, the Governor vetoed the funding because he had a problem with funds being spent on bike racks, billboards, and other such outreach. When proposed spending was directed for technical purposes, the Rider 7 was approved with CAPCOG receiving approximately \$140,000 per year. As a result, CAPCOG will still need funding through its Clean Air Coalition partners. The \$140,000 will be just about enough money per year to cover CAPCOG's contract for its air quality monitors, which would be considered technical.
- Mr. Ritchey presented his Regional Notification System (RNS) update stating that there was an addition of 4,384 individuals who signed up last quarter. Mr. Ritchey displayed a WarnCentral Texas floor banner and announced that it would be distributed to local Emergency Management Coordinators (EMC) around the region in August along with counter cards that people can pick up at the local clerk's office, the local courthouse and city locations. A roadshow will follow to meet at the county and city levels to present to local commissions and city councils. Promotions will start in September which is National Preparedness month. Promotional materials will be distributed through EMCs and CAPCOG will only recommend places within their communities to distribute them, although EMCs are better informed of where those places would be.

Mr. Ritchey also reported that although the legislature approved for the Texas Department of Public Safety (DPS) to collect information for regional notifications, the Governor vetoed it. The Governor's office felt the information was better collected at a local level. Mr. Ritchey explained that staff at Travis County had identified Google as a great resource for notifications. Google has an entire nonprofit subsidiary that deals with worldwide disaster and notification information. One of the subsets of that is that Google can actually take our data from Everbridge and send out emergency notifications through the Google network and would allow citizens with android phones to receive emergency notifications through Google apps on their phone. Those with Apple phones would have to download the Google app to their i-Phones.

- Following the Staff Reports, Judge Becerra made a nomination for Hays County Chief of Staff, Alex Villalobos, for the Hays County slot on the Homeland Security Task Force. Ms. Voights pointed out that the Homeland Security Task Force Bylaws require that person be an Emergency Management Coordinator. Judge Becerra indicated that Mr. Villalobos will be an Emergency Management Coordinator. At this point, Commissioner Daugherty excused himself from the meeting and Second Vice Chair, Judge Pape, resumed the meeting. A motion was made by Judge Becerra to approve the appointment and Mayor Hughson seconded the motion. The motion passed unanimously.

14. Adjourn

Judge Pape adjourned the meeting at 11:19 a.m.



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

8/14/19

Date