



Executive Committee | Summary Minutes

10:00 a.m., Wednesday, September 11, 2019
Hilton Garden Inn Austin Airport
7610 John Glenn Way
Austin, Texas 78741

Present (24)

Commissioner Gerald Daugherty, *Travis County*,
Chair
Judge Paul Pape, *Bastrop County*, **Second Vice Chair**
Mayor Brandt Rydell, *City of Taylor*, **Secretary**
Mayor Jane Hughson, *City of San Marcos*,
Parliamentarian
Council Member Jimmy Flannigan, *City of Austin*
Judge Brett Bray, *Blanco County*
Commissioner Joe Don Dockery, *Burnet County*
Judge James Oakley, *Burnet County*
Judge Hoppy Haden, *Caldwell County*
Council Member Mike Guevara, *City of Cedar Park*
Judge Joe Weber, *Fayette County*
Judge Ruben Becerra, *Hays County*

Commissioner Debbie Ingalsbe, *Hays County*
Council Member Christine Sederquist, *City of Leander*
Commissioner Maurice Pitts, *Lee County*
Judge Ron Cunningham, *Llano County*
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*
Council Member Mike Heath, *City of Pflugerville*
State Representative John Cyrier
State Representative Celia Israel

Absent (4)

Mayor Monty Parker, *City of Bee Cave*
Mayor George Haehn, *City of Buda*

Mayor Lew White, *City of Lockhart*
State Representative Terry Wilson

1. Opening Remarks and Pledge of Allegiance by the Chair

Commissioner Daugherty called the meeting to order at 10:03 a.m. and confirmed a quorum. A moment of silence was taken in recognition of 9/11.

2. Consideration of Minutes for the August 14, 2019, Meeting

Ms. Avila pointed out corrections necessary under Item 7 of the minutes and explained that "Judge" Rydell should be corrected to "Mayor" Rydell and Hays County Commissioner Lon A. Shell should be omitted from the motion made by Judge Pape. There were no other corrections.

A motion was made by Judge Becerra to approve the August 14, 2019, meeting minutes as corrected and Council Member Gordon seconded the motion. The motion passed unanimously and the minutes were adopted.

3. Accept the Audit Fee Proposal for Fiscal Years 2019 - 2021

Lisa Byrd Bowman, Director of Finance

Ms. Bowman explained that Whitley Penn was initially hired in 2016 for a three-year period. At the officers' meeting on July 10th, CAPCOG was authorized to request a fee proposal. The fee for FY 2018 was \$31,950 and the fee proposal for the first year of the renewal is only an increase of \$310. There is a 2% fee increase for each of the following two years.

A motion was made by Council Member Guevara to accept the Audit Fee Proposal for Fiscal Years 2019 - 2020 and Judge Pape seconded the motion. The motion passed unanimously.

Discussion continued over a concern in the language of the proposal of an increase in negotiated fees should circumstances dictate. Ms. Bowman explained that in order for an increase to occur, it would take something material, for example, a new Federal or State program for \$750,000. In that case, staff would notify the auditors immediately and start re-negotiating the fee at that point in time. Council Member Guevara, Mayor Hughson and Commissioner Daugherty agreed that any renegotiation should be brought back to the board for consideration.

4. Consider Approving Changes to the Homeland Security Task Force (HSTF) Bylaws
Martin Ritchey, Director of Homeland Security

Mr. Ritchey explained that the purpose of making changes to the bylaws is to improve structures of the Task Force. The At-Large positions were removed and positions for a city emergency management coordinator (EMC) for metro jurisdictions were added. Metro positions for law enforcement, EMS and fire department were also added in order to provide a broader representation. The size of the task force was maintained at 27 members. It was noted that the Lower Colorado River Authority (LCRA) was eliminated, however, it will still participate in the communications subcommittee. Mr. Ritchey explained that the task force was held to the 27 members due to the regional nature of the task force and wanted agencies and representation that could meet that requirement. Mr. Ritchey further explained that county judges will still appoint their EMC to the HSTF.

A motion was made by Mayor Hughson to approve the changes to the Homeland Security Task Force Bylaws and Judge Becerra seconded the motion. The motion passed unanimously.

5. Approve Title III – Nutrition and Senior Center Operation FY 2020 Older Americans Act Services Rates
Patty Bordie, Director of Aging Services

Ms. Bordie explained that this was an annual agenda item to approve nutrition and senior center provider rates. The rates presented this year are a result of a negotiated rate setting process structured by the state giving them the opportunity to raise rates beyond inflation. Because the 2020 planning figures have not been received, these planning figures are based on this year's planning figures. Ms. Bordie noted that the legislature passed an increase in the rate for the common providers to \$5.31 per meal. The previous rate of \$4.95 had been in place for approximately 17 years. Ms. Bordie explained that "common" providers provide meals for both Title III (Older American's Act) and Title XX (Social Security Act). CAPCOG's only common provider is Meals on Wheels of Central Texas.

A motion was made by Commissioner Ingalsbe to approve Title III, Nutrition and Senior Center Operation FY 2020 Older Americans Act Services Rates and Council Member Sederquist seconded the motion. The motion passed unanimously.

6. Consider Appointments to Advisory Committees
Betty Voights, Executive Director
Cathy Avila, Administrative Coordinator

Ms. Avila announced the Homeland Security Task Force recommended Austin Fire Department Division Chief Brandon Wade to the metro fire department slot on the HSTF. A motion was made by Commissioner

Ingalsbe to approve the appointment and Commissioner Pitts seconded the motion. The motion passed unanimously.

7. Updates from Staff

Betty Voights, Executive Director

- Ms. Voights asked Mayor Hughson if she was prepared to give a report from the ad hoc committee that convened after the last meeting to discuss which regional issues CAPCOG needed to be addressed as a follow up to board discussion on this. Mayor Hughson stated that she would have that report for the next month's agenda.
- Related to regional issues, Council Member Flannigan requested that the board have a discussion about the homelessness problem. He expressed that it would be beneficial to have a conversation about homelessness on a regional level in order to understand what jurisdictions are doing on the issue. Commissioner Daugherty suggested that Council Member Flannigan head up an ad hoc committee concerning the issue and asked for volunteers for the committee. In addition to Council Member Flannigan, Mayor Rydell, Council Member Gordon, Judge Becerra, Commissioner Shea, Council Member Young and Council Member Sederquist volunteered for the Homelessness Ad Hoc Committee. Commissioner Daugherty asked that they come back in two months and provide a report and Council Member Flannigan agreed. Ms. Patty Bordie, Director of Aging Services, explained that at the national level, homelessness was one of the top four priorities and the homeless population was aging just like any other population.
- Ms. Voights reminded the board that CAPCOG is entering the season for criminal justice funding. The first step is to conduct stakeholder information meetings around the region which are scheduled for October 8th and 10th followed by workshops later in the year which applicants must attend to be eligible. The other funding opportunity is for solid waste. Ms. Voights inquired whether the board felt the solid waste funding could cover more projects if a match was required, maybe 10%; Commissioner Daugherty commented that grant applicants are already doing a voluntary match but Ms. Voights noted that, because it's voluntary and can be in-kind or cash, it's not fully achieved in some cases and difficult to hold the grantee accountable. Commissioner Daugherty asked if Ms. Voights would come up with something to hold grantees accountable when offering a match and bring it back to the board for signature. Ms. Voights informed the board that the SWAC is meeting in October and this will be reviewed with them.
- The next topic Ms. Voights brought up was the issue of ongoing disruptions from cyberattacks and noted comments made by an FBI official regarding the security of the nation's 9-1-1 systems. After discussion about 9-1-1 and cyber security for local governments, it was determined that staff would look into a briefing by AT&T in a future meeting; Ms. Voights noted it would need to be an executive session. Mr. Ritchey added that CAPCOG is planning for cyber security and awareness training at the executive level, as well as for others, and can also give a brief presentation to the board.
- Mr. Ritchey reported on the WarnCentral Texas promotional campaign stating that CAPCOG's Homeland Security has provided rack cards, rack card displays and banners throughout the region and EMC's have been picking up materials as well. He suggested that jurisdictions place displays on their respective public websites that will link them back to the WarnCentral Texas website. He also reported

that the City of Austin has multiple locations on their public facing websites for utilities and have produced a number of free-standing kiosks that allow citizens to sign up.

- Ms. Voights reminded the board that CAPCOG's 50th anniversary is coming up and asked them what they thought CAPCOG should do to recognize that. Commissioner Daugherty asked the board if any of the members would like to form a committee for the 50th anniversary celebration and after a brief discussion, suggested to bring it back next month. Discussion concluded when Ms. Voights offered to provide a list of what other COGs have done for their anniversaries.

8. Adjourn

Commissioner Daugherty adjourned the meeting at 11:06 a.m.



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

11/26/19
Date