



Executive Committee | Summary Minutes

10:00 a.m., Wednesday, April 14, 2021

Access via Zoom or Conference Call

<https://zoom.us/j/97000961700?pwd=bWVQOG53azg1UGpocjFIZWppSnRoZz09>

Dial In: +1 346 248 7799

Meeting ID: 970 0096 1700

Passcode: 644915

Present (21)

Judge Paul Pape, Bastrop County, **Chair**
Mayor Brandt Rydell, City of Taylor, **First Vice Chair**
Judge James Oakley, Burnet County, **Second Vice Chair**
Mayor Lew White, City of Lockhart, **Secretary**
Judge Ron Cunningham, Llano County, **Parliamentarian**
Mayor Jane Hughson, City of San Marcos, **Immediate Past President**
Council Member Mackenzie Kelly, City of Austin
Mayor Pro Tem Lyle Nelson, City of Bastrop Council
Judge Brett Bray, Blanco County
Commissioner Joe Don Dockery, Burnet County
Judge Hoppy Haden, Caldwell County
Judge Joe Weber, Fayette County
Commissioner Debbie Ingalsbe, Hays County

Mayor Sandy Cox, City of Lakeway
Council Member Christine Sederquist, City of Leander
Commissioner Steven Knobloch, Lee County
Council Member Mike Heath, City of Pflugerville
Council Member Matthew Baker, City of Round Rock
Commissioner Ann Howard, Travis County
Commissioner Brigid Shea, Travis County
Commissioner Cynthia Long, Williamson County

Absent (3)

Commissioner Russ Boles, Williamson County
Mayor Pro Tem Kevin Pitts, City of Georgetown
Member Andrea Willott, City of Bee Cave

1. **Call to Order by the Chair**

Judge Pape called the meeting to order at 10:03 a.m. and confirmed a quorum.

2. **Consider Approval of Minutes for the March 10, 2021 Executive Committee Meeting**

Judge Weber questioned if Judge Haden was present at the last meeting noting he believed Judge Haden would have opposed the Homeland Security Grant Program prioritized projects list if present. Judge Haden indicated he was not present at the March meeting. A motion was made by Judge Oakley to approve the March 10, 2021 meeting minutes. Commissioner Shea seconded the motion. The motion passed unanimously.

3. **Consider Electing Replacement to Serve Remainder of Term for Council Member Bill Gordon Betty Voights, Executive Director**

Ms. Voights stated Council Member Gordon, upon resignation from the board, recommended consideration of fellow Council Member Janice Bruno. Council Member Bruno was appointed to the Smithville's General Assembly slot and has submitted her Nomination Form to Serve on the Executive Committee.

A motion was made by Judge Pape to approve electing Commissioner Janice Bruno to serve the remainder of the term for Council Member Bill Gordon. Mayor White seconded the motion. The motion passed unanimously.

4. Consider Adopting a Resolution for Prioritized List of Criminal Justice Program Projects for Plan Year 2022 Funding Consideration through the Office of the Governor, Public Safety Office's Criminal Justice Division

Matt Holderread, Regional Research Coordinator

Mr. Holderread requested the Executive Committee adopt a resolution authorizing the submission of a prioritized list of Criminal Justice Program applications to the Office of Governors Public Safety Office for funding consideration. Mr. Holderread explained that this agenda item was one of three resolutions that he would present today. He went on to explain the CJAC was asked to review fourteen applications from fourteen different organizations, requesting over \$850,000 in funding to provide communities in the CAPCOG region with equipment, personnel and training that improves the criminal justice system. Mr. Holderread stated that on March 25, the CJAC met to score and prioritize applications and that recommendations for funding was based on scores from highest to lowest and estimated budget funding. He went on to state that the scoring document was in the agenda packet and pointed out that the PY 2022 CJAC JAG funding recommendations and PY 2022 CJAC policy statement, which outlines the application requirements and review process used by a the subcommittee, was also in the agenda packet. He added that nine projects would receive full funding and that the tenth project would receive partial funding.

Ms. Voights questioned if the CJAC attempted to negotiate the funding amounts requested, as had been done in the past to get more projects funded. Mr. Holderread explained that the CJAC had gone back and forth with that over the years, but this year the committee decided to recommend what was requested since the CJAC felt the applicants knew what they needed and did not feel comfortable with adjusting the budgets this year. Council Member Heath commended Mr. Holderread and the CJAC on evaluating the grant projects.

A motion was made by Council Member Heath to adopt a resolution for prioritized list of Criminal Justice Program Projects for Plan Year 2022 funding consideration through the Office of the Governor, Public Safety Office's Criminal Justice Division. Commissioner Ingalsbe seconded the motion. The motion passed unanimously.

5. Consider Adopting a Resolution for Prioritized List of Juvenile Justice and Truancy Prevention Grant Program: Juvenile Justice Projects for Plan Year 2022 Funding Consideration through the Office of the Governor, Criminal Justice Division

Matt Holderread, Regional Research Coordinator

For this category, Mr. Holderread reported there were eight projects requesting just under \$300,000 noting that these projects provide communities in the CAPCOG region with programs that focus on at risk youth and preventing violence. He went on to state that six projects would receive full funding, the seventh project would receive partial funding and one project would not be unfunded.

A motion was made by Mayor Cox to adopt a resolution for prioritized list of Juvenile Justice and Truancy Prevention Grant Program: Juvenile Justice Projects for Plan Year 2022 funding consideration through the Office of the Governor, Criminal Justice Division. Commissioner Dockery seconded the motion. The motion passed unanimously.

6. Consider Adopting a Resolution for Prioritized List of Juvenile Justice and Truancy Prevention Grant Program: Truancy Prevention Projects for Plan Year 2022 Funding Consideration through the Office of the Governor, Criminal Justice Division

Matt Holderread, Regional Research Coordinator

For this category, Mr. Holderread reported there were four projects just under \$1.8 million dollars. He

explained that these projects provide school districts in the CAPCOG region with programs that focus on truancy prevention and intervention with children that are already truant. He went on to explain that three projects would receive full funding with the fourth receiving partial funding.

A motion was made by Judge Oakley to adopt a resolution for prioritized list of Juvenile Justice and Truancy Prevention Grant Program: Truancy Prevention Projects for Plan Year 2022 funding consideration through the Office of the Governor, Criminal Justice Division. Mayor Pro Tem Nelson seconded the motion. The motion passed unanimously.

Ms. Voights pointed out that there were two other grant projects to be scored and that because of the way the Governor's Office has timed these, the Executive Committee will finish scoring the other two grant projects on the May agenda.

7. Provide Guidance on Homeland Security Funding for Rural Counties

Betty Voights, Executive Director

Martin Ritchey, Homeland Security Director

Ms. Voights explained the item was a follow up from the March meeting after the board directed staff to look at how more rural projects could get funded, perhaps with a carve out of funds for rural communities. She said she had summarized the requirements for how projects need to be funded based on state required plans as well as priorities of federal agencies. She said she wasn't sure how to achieve a carve out but perhaps the staff could provide more technical assistance on project development and application assistance to rural counties to improve their chances. She said she had discussed this with Commissioner Dockery who is the board's liaison on the HSTF and is aware of the process for reviewing projects and asked him to provide input.

Commissioner Dockery acknowledged the challenge and said that the process gets more cumbersome every year. You need the high level assets like a bomb squad that serve the whole region but rural areas also have needs and there's not enough funding to do it all so maybe we look at having regional assets east and west of Travis County.

As an example, Mr. Ritchey talked about his efforts as Caldwell County EMC to pursue a hazmat team until he found out all of the requirements that go with that and noted that, while everybody wants projects funded, the regional allocation is \$1.4 million and 60 percent of that is earmarked. With regard to the March debate about which projects to fund, Judge Bray questioned why the Fayette County project wasn't moved above the funding cutoff since the board had the final decision.

Ms. Voights noted that historically large regional assets were placed with larger communities because the requirements to fund, train and respond across the region were hard for small communities. Commissioner Long explained that Williamson County staff have been reminded about the cost of budgeting for equipment they plan to apply for since operations and maintenance can be challenging and some assets require specialized staff training plus the staff have to go with the asset for response.

Mayor Cox discussed the challenge of getting water for her community during the winter storm because of their location and said there should also be some thought given to where regional assets are positioned. Judge Haden and Commissioner Howard agreed a more geographical look at location of assets rather than urban/rural would be good.

Commissioner Dockery said that, to bring the discussions full circle, we should look at the required plans and identify projects we need then look at positioning them outside the corridor, but he emphasized we

do not have control over the earmarks like Austin Regional Intelligence Center (ARIC), which takes funding off the top. Ms. Voights added that the process depends on the subject matter experts on the subcommittees and asked that more rural counties get involved with these committees to help determine how regional assets can be geographically located.

8. Consider Adopting a Resolution to Apply for Coronavirus Emergency Supplemental Funding (CESF) for CAPCOG Regional WebEOC Board Project

Martin Ritchey, Director, Homeland Security

Mr. Ritchey explained that WebEOC is a cloud-based record keeping system used by jurisdictions in the region to communicate resource requests and task assignments locally or with the state. The system has several posting boards with local significant events and regional significant events to provide a common operating picture throughout the region during incidents and events.

Mr. Ritchey went on to explain that this investment will make WebEOC accessible for all regional stakeholders as well as emergency management programs, fire departments, EMS, law enforcement - all those agencies across the region that can gather information. Mr. Ritchey referenced a worksheet in the agenda packet which showed seven WebEOC boards and seven mobile WebEOC boards to be created by programmers at Juvare our contractor. These boards were selected to improve overall usability and the mobile boards will allow our users to leverage mobile app-level control of noted WebEOC functionality. Both capabilities are important, but the mobile use will greatly improve usage from smaller jurisdictions that do not have the capacity to set up large EOC's and have to work from Incident Command Posts.

Council Member Kelly asked if anyone on the CAPCOG staff knew how to build boards or plans in the future to train someone to do that because she sees this as a value for CAPCOG. Mr. Ritchey stated we do have an onsite person that is shared between RNS and WebEOC but that we do not have anyone to build boards.

A motion was made by Major Hughson to adopt a resolution to apply for Coronavirus Emergency Supplemental Funding (CESF) for CAPCOG regional WebEOC Board Project. Commissioner Shea seconded the motion. The motion passed unanimously.

9. Consider Authorizing Contract Negotiation for Aging and Disability Resource Center (ADRC) Technology Training and Supports Services Pilot Project

Patty Bordie, Director Aging Services

Ms. Bordie explained the ADRC of the Capital Area (ADRC – CAP) received CARES Act funding from the Administration on Community Living through the Texas Department of Health and Human Services for FY 2021. This allocation seeks to reduce social isolation for older adults and persons with disabilities made particularly acute because of the COVID-19 pandemic. The ADRC-CAP seeks to lessen the impacts of social isolation by using \$75,000 of the grant funds to hire a contractor to provide technology devices and training to older persons and persons with disabilities in a pilot project. ADRC-CAP will establish community partnerships across rural and harder to reach urban communities to ensure referrals and consumer participation meet target population requirements.

Only one proposal was submitted by Community Tech Network. ADRC Steering Committee's RFP scoring subcommittee reviewed and scored the Technology Training and Supports Pilot Project Services Request for Proposals application on March 29, 2021 and recommended negotiating the contract with this applicant who met the requirements outlined in the RFP.

A motion was made by Commissioner Shea to authorize a contract negotiation for Aging and Disability Resource Center (ADRC) Technology Training and Supports Services Pilot Project. Mayor Hughson seconded the motion. The motion passed unanimously.

10. Consider Adopting a Resolution Recognizing May 2021 as Older Americans Month
Patty Bordie, Director Aging Services

Judge Pape indicated this was a routine agenda item and asked for a motion. A motion was made by Judge Oakley to Adopt the Resolution Recognizing May 2021 as Older Americans Month. Commissioner Ingalsbe seconded the motion. The motion passed unanimously.

11. Consider Adopting a Proclamation Recognizing May 3 – May 7, 2021 as Air Quality Awareness Week
Andrew Hoekzema, Director of Regional Planning and Services

Mr. Hoekzema explained that this was a routine item and briefly discussed the importance of air quality. A motion was made by Mayor Cox to adopt a proclamation recognizing May 3 – May 7, 2021 as Air Quality Awareness Week. Mayor Hughson seconded the motion. The motion passed unanimously. Judge Pape commented that air quality awareness was key and that he would like to see each board member take action at the local level so that citizens are aware of how important clean air is in our region.

12. Consider Approving Appointments to Advisory Committees
Deborah Brea, Executive Assistant

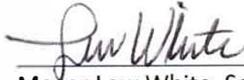
Ms. Brea announced the following recommendations: Mark Jones is the new EMC for Hays County to fill the Hays County vacancy on HSTF; Nomination by Commissioner Long to appoint Steve Byrd, GIS Supervisor, City of Georgetown, to the Williamson County vacancy on GISPC; Lee County Commissioners Court appointed Commissioner Mark Matthiejetz to fill the Lee County vacancy on the SWAC; Laura Wilson-Solcom requested Samantha Montemayor as her alternate on the CJAC. There were two nominations from the floor: Commissioner Dockery nominated Jackie Haines to fill the Burnett County vacancy on the GISPC. Judge Haden nominated Hannah Garrett Caldwell County to fill the vacancy on the CJAC.

13. Staff Reports
Betty Voights, Executive Director

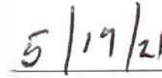
Ms. Voights reported RELA law enforcement training was going well and that the academy currently had both a day and night BPOC underway. She stated RLEA anticipates doing its first satellite BPOC with the City of Hutto noting that if a city or county is hosting the BPOs we require the governing body to take action on it – the Hutto City Council should have this on their agenda this week. Ms. Voights indicated that CAPCOG currently has surplus furniture and that it has always been our policy to offer it to board members. Interested board members should contact Ms. Shelia Jennings for more information.

14. **Adjourn**

The meeting was adjourned at 11:22 a.m.



Mayor Lew White, Secretary
Executive Committee
Capital Area Council of Governments



Date