



Executive Committee | Agenda

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

CAPCOG Lantana Room

6800 Burlleson Rd., Bldg. 310, Suite 155

Austin, Texas 78744

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 Chair**
Council Member Mackenzie Kelly, City of Austin
Mayor Pro Tem Lyle Nelson, City of Bastrop
Council Member Kevin Hight, City of Bee Cave
Judge Brett Bray, Blanco County
Commissioner Joe Don Dockery, Burnet County
Judge Hoppy Haden, Caldwell County
Judge Joe Weber, Fayette County
Mayor Pro Tem Kevin Pitts, City of Georgetown
Commissioner Debbie Ingalsbe, Hays County

Ms. Sandy Cox, City of Lakeway
Mayor 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
Council Member Janice Bruno, City of Smithville
Commissioner Ann Howard, Travis County
Commissioner Brigid Shea, Travis County
Commissioner Russ Boles, Williamson County
Commissioner Cynthia Long, Williamson County
Representative John Cyrier
Representative Celia Israel
Representative Terry Wilson
Representative Erin Zwiener

1. **Call to Order by the Chair**
2. **Consider Approval of Minutes for the June 9, 2021 Executive Committee Meeting**
3. **Consider Approving Recommendations for Criminal Justice Advisory Committee Policy Amendments**
Shelly Hargrove, Director of Community and Economic Development
Matt Holderread, Regional Research Coordinator
4. **Consider Recommending Amendment to CAPCOG Bylaws Regarding Executive Committee Member Vacancies**
Betty Voights, Executive Director
5. **Consider Approval of Executive Committee Meeting Location Policy**
Betty Voights, Executive Director
6. **Consider Adopting a Resolution Authorizing Submittal of the Homeland Security Grant Program Application for Recovery & Resiliency Cybersecurity Project by the Capital Area Council of Governments**
Martin Ritchey, Director of Homeland Security
7. **Consider Approving Appointments to Advisory Committees**
Deborah Brea, Executive Assistant
8. **Staff Reports**
Betty Voights, Executive Director
9. **Adjourn**



Executive Committee | Draft Summary Minutes

10:00 a.m., Wednesday, June 9, 2021

CAPCOG Lantana Room

6800 Burlleson Rd., Bldg. 310, Suite 155

Austin, Texas 78744

Present (22)

Judge Paul Pape, Bastrop County, **Chair**
Judge James Oakley, Burnet County, **Second Vice Chair**
Mayor Lew White, City of Lockhart, **Secretary** (virtual)
Judge Ron Cunningham, Llano County, **Parliamentarian**
Mayor Jane Hughson, City of San Marcos, **Immediate Past Chair**
Council Member Mackenzie Kelly, City of Austin (virtual)
Mayor Pro Tem Lyle Nelson, City of Bastrop
Judge Brett Bray, Blanco County
Commissioner Joe Don Dockery, Burnet County
Judge Joe Weber, Fayette County
Mayor Pro Tem Kevin Pitts, City of Georgetown
Commissioner Debbie Ingalsbe, Hays County (virtual)

Ms. Sandy Cox, City of Lakeway
Mayor Christine Sederquist, City of Leander
Commissioner Steven Knobloch, Lee County
Council Member Mike Heath, City of Pflugerville (virtual)
Council Member Matthew Baker, City of Round Rock
Council Member Janice Bruno, City of Smithville
Commissioner Ann Howard, Travis County
Commissioner Brigid Shea, Travis County (virtual)
Commissioner Russ Boles, Williamson County
Commissioner Cynthia Long, Williamson County

Absent (2)

Mayor Brandt Rydell, City of Taylor, **First Vice Chair**
Judge Hoppy Haden, Caldwell County

1. Call to Order by the Chair

Judge Pape called the meeting to order at approximately 10:00 a.m. and confirmed a quorum. He then asked Mayor Hughson to lead in the pledge of allegiance.

2. Consider Approval of Minutes for the May 12, 2021 Executive Committee Meeting

A motion was made by Judge Oakley to approve the minutes for the May 12, 2021 Executive Committee meeting. Mayor Hughson seconded the motion. The motion passed unanimously.

3. Consider Electing Replacement to Serve Remainder of Term for Council Member Andrea Willott Betty Voights, Executive Director

Ms. Voights stated Council Member Andrea Willott, upon resignation from the board, recommended consideration of fellow Council Member Kevin Hight. Council Member Hight was appointed to the Bee Caves General Assembly slot and has submitted his Nomination Form.

A motion was made by Council Member Baker to elect Council Member Kevin Hight to serve the remainder of term for Council Member Andrea Willott. Mayor Sederquist seconded the motion. The motion passed unanimously.

Judge Pape asked Ms. Voights to discuss the challenges late appointments present to the Executive Committee, which was previously discussed during the officer's meeting. Ms. Voights explained that after

a certain point in the year, a board member can't really go through orientation and get up to speed on all the programs to participate in policy and budget decisions. She added that unless someone is appointed by mid-year, they will end up only serving 3-4 months. Judge Pape requested this be put on the next agenda for discussion to discuss bylaws changes needed.

4. Review of the CAPCOG Investment Policy

Lisa Bowman, Director of Finance

Ms. Bowman explained the Public Funds Investment Act (PFIA) requires the CAPCOG's Executive Committee review the investment policy annually. Ms. Bowman indicated changes were made to the investment policy last year and that those changes are reflected in the current investment policy. She went on to stated she was not suggesting any changes this year. Mayor Pro Tem Pitts questioned if letters of credit were allowed as collateral and suggested this be added to the CAPCOG investment policy. Ms. Bowman stated she was not sure but would research it. No action was required for this agenda item. Judge Pape stated the record should reflect the board reviewed the CAPCOG investment policy.

5. Consider Accepting and Verifying the Completion of Cybersecurity Awareness Training for All CAPCOG Employees

Kelly Claflin, Director of Information Technology Services

Mr. Claflin stated that per HB 3834, it is necessary for all employees of CAPCOG to be given cybersecurity awareness training via a Department of Information Resources (DIR) certified program. CAPCOGs training was provided by the Texas Association of Councils (TAC) at no cost to CAPCOG. Due to an earlier deadline requested by Texas Health and Human Services (HHS), Area Agency on Aging (AAA) and Aging and Disability Resource Center (ADRC) divisions completed training in March. The rest of CAPCOG staff completed the training in May.

He went on to state that in accordance with Section 2054.5191, Government Code, this report is to notify the board that CAPCOG has successfully completed the requirement for cybersecurity awareness training. He then requested that the Executive Committee accept and approve the report so that CAPCOG may complete the requirement and notify the State.

A motion was made by Commissioner Dockery to accept and verify the completion of cybersecurity awareness training for all CAPCOG employees. Mayor Hughson seconded the motion. The motion passed unanimously.

6. Discussion on Aerial Imagery Acquisition for 2022

Andrew Hoekzema, Director of Regional Planning and Services

Mr. Hoekzema explained the purpose of this agenda item was to determine how to budget for imagery to support our 9-1-1 GIS mapping. Originally, the GeoMap program involved CAPCOG procuring the vendor, specifying requirements when the areas were flown, and handling all quality control of the product: local governments participate resulting in all parties getting a cost savings. A few years ago, the Texas Natural Resource Information System (TNRIS) introduced "StratMap", which eliminated the need for GeoMap. StratMap allowed CAPCOG and other local entities to jointly provide specification to TNRIS, which would then handle the procurement. TNRIS informed CAPCOG that it is now offering a new, subscription-based "Texas Imagery Service", and that it will no longer handle the project administration services that it had been providing under the StratMap program so CAPCOG would need to acquire imagery differently for 2022 and beyond. Ms. Voights pointed out that part of the issue we

need to discuss is how often we want the data updated, particularly for the counties outside of the metro area. Judge Weber said he felt all areas have a growth rate now that requires updated imagery.

Mr. Hoekzema then presented a PowerPoint presentation and reviewed the TNRIS imagery acquisition schedule which indicated how frequently urban and non-urban areas would be updated. Mr. Hoekzema and Ms. Voights discussed cost sharing that had been done in the past with local governments joining our project. Judge Pape asked about oblique imagery and there was also discussion about county appraisal districts participating. Ms. Voights said CAPCOG had added oblique imagery several years ago to get the appraisal districts on board, but they were tied into multi-year contracts with Pictometry.

Commissioner Shea commented she would like an update on how CAPCOG might incorporate the geo locating technology – “what3words” to CAPCOGs 9-1-1 services. In response, Ms. Voights stated that Richard Morales would be the one to discuss it. Judge Pape asked Ms. Voights to look into this and to update the board.

After much discussion, the consensus of the Executive Committee was that CAPCOG purchase imagery every year for 9-1-1 purposes for the entire region. The board asked for a memo explaining the details so they can explain it to their staff.

7. Consider Approving Appointments to Advisory Committees

Deborah Brea, Executive Assistant

There were no advisory committee appointments.

8. Staff Reports

Betty Voights, Executive Director

Judge Pape indicated that Ms. Voights invited the Executive Committee to tour the CAPCOG PSAP after the meeting. Ms. Voights stated that during the officers meeting there was discussion on having the September General Assembly meeting in person, the logistics of getting a hotel and the possibility of having future meetings hosted by the cities and counties throughout the region – San Marcos, Lakeway or Round Rock for example. She indicated they typically hold meetings in a location central to everyone but might want to look at options for moving them around.

She provided an updated on the results of HB2911, specifically that the fee increases were removed and the remaining language would create a fund in the Comptroller’s Office for which federal funding will be placed for use by both district and COG 9-1-1 programs.

Ms. Hargrove reported funding requirement regarding grants through the Office of the Governor (OOG) related to reporting of criminal data. Ms. Voights indicated that she, Shelly Hargrove and Matt Holderread met recently and are working on updates to the CJAC conflict-of-interest policy – this will come back to the board in July for review.

Ms. Voights reported on the OOG’s decision to fund a lower level cybersecurity project on our list of recommended projects in March while several of our recommended projects didn’t get funded and explained it was necessary for the State to meet requirements for certain types of projects.

9. Adjourn at 11:36 a.m.

EXECUTIVE COMMITTEE MEETING

MEETING DATE: July 14, 2021

AGENDA ITEM: #3 Consider Approving Recommendations for Criminal Justice Advisory Committee Policy Amendments

GENERAL DESCRIPTION OF ITEM:

To address concerns with the distribution of recommended funding and conflict of interest discussed at the May meeting of the Executive Committee, CAPCOG staff has begun working on amendments to the CJAC Policies that could address these issues. After input from the Executive Committee, we will meet with CJAC members to discuss recommendations and get their input. The Executive Committee will be seeing the annual agenda item related to adopting CJAC Policies in October prior the grant workshops so final recommendations will be included for the board to consider or amend.

The changes recommended by CAPCOG staff are outlined in the attached memo.

THIS ITEM REPRESENTS A:

- New issue, project, or purchase
- Routine, regularly scheduled item
- Follow-up to a previously discussed item
- Special item requested by board member
- Other

PRIMARY CONTACT/STAFF MEMBER: **Shelly Hargrove, Director of Community and Economic Development**
Matt Holderread, Regional Research Coordinator

BUDGETARY IMPACT:

Total estimated cost: N/A

Source of Funds: _____

Is item already included in fiscal year budget? Yes No

Does item represent a new expenditure? Yes No

Does item represent a pass-through purchase? Yes No

If so, for what city/county/etc.? _____

PROCUREMENT: N/A

ACTION REQUESTED:

Approve recommended changes to the to the CJAC Policy Statement and Bylaws.

BACK-UP DOCUMENTS ATTACHED:

If you have one back-up document, please list like this.

1. Memo Recommended CJAC Policy Changes

BACK-UP DOCUMENTS NOT ATTACHED:

1. Plan Year 2022 CJAC Policy Statement
2. CJAC Bylaws



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BASTROP BLANCO BURNET CALDWELL FAYETTE HAYS LEE LLANO TRAVIS WILLIAMSON

MEMORANDUM

June 28, 2021

TO: CAPCOG Executive Committee

FROM: Shelly Hargrove, Director of Community and Economic Development; and Matt Holderread, Regional Research Coordinator

RE: Recommended Changes to the Criminal Justice Advisory Committee Policies

Approval of the CJAC funding recommendations for the 2022 CJAC grant cycle resulted in a discussion about options for distributing funding so more projects were funded rather than the CJAC approving the total amount requested for each project. Board members also noted that in one of the CJAC scoring meetings, a CJAC member participated in the meeting but also made a presentation on the project application being considered by CJAC; although the policies and bylaws did not prohibit this, board members requested they be amended to prevent this situation again.

Staff has worked to develop options for addressing these issues, including doing research to determine how other COGs conduct their criminal justice application reviews and address conflicts of interest. Our intent is to get input from the Executive Committee regarding whether these recommendations will address concerns voiced in May, review them with the CJAC, and bring back final recommendations at the October meeting which is traditionally when the CJAC Policies are reviewed and adopted for the next grant cycle.

The ideas for improving the review process to encourage the CJAC to recommend the distribution of budgeted funding to more applicants are listed below:

- Instead of having the entire CJAC committee do the scoring, teams of CJAC members (10-12 per team) would be assigned to each funding category. This would allow more time for a thorough review of projects as well as budget discussions and negotiation, and would address the increasing workload on the committee as applications have been increasing every year. Team members would be selected based on discipline they represent and would be representative of the region.
- Applicants will be asked to provide budgets that include a percentage reduction option that will help CJAC members to consider deserving projects while also staying within the Regional Budget Estimate (RBE). The process, also used by other COGs, allows the committee view proposed distribution of funds against the RBE so adjustments can be made to stretch funding.

Below is a list of recommendations that we have identified that can be implemented to improve and clarify the CJAC's conflict of interest policy. They are listed in the order we believe would have the greatest effect.

- Add language to the Bylaws and Policy Statement specifically stating that CJAC members are not allowed to present grant applications before the committee. This change should prevent the conflict of interest issue and prevent the need for future interpretations of the policy regarding presentations by CJAC members.
- Amend the policy language so it more clearly states the actions required in the event of a conflict which governs the participation of a CJAC member when a project application from his or her agency is on the CJAC meeting agenda and regarding participation on any competing projects in that funding category.
- Review the conflict of interest policy with new members and alternates during new member training before their first CJAC meeting. This review will ensure CJAC members have seen and understand the policy before the application review meetings, where they are asked to declare their conflict and take the required actions.
- Ask all CJAC members to sign a Conflict of Interest form saying they agree to follow the conflict of interest policy when they first join the CJAC and any time the conflict of interest policy is changed.

The plan for implementing these recommendations is to document them in the update of the CJAC policy statement and bylaws for Plan Year 2023 and follow them for future grant cycles.

EXECUTIVE COMMITTEE MEETING

MEETING DATE: July 14, 2021

AGENDA ITEM: #4 Consider Recommending Amendment to CAPCOG Bylaws Regarding Executive Committee Member Vacancies

GENERAL DESCRIPTION OF ITEM:

Executive Committee members serve terms of one-year, from January through December. The current bylaws provide for nominating and electing a replacement to the Executive Committee should a vacancy occur during the year. When the bylaws were amended several years ago to allow this, we would typically see a resignation once every 2-3 years; however, this is happening more often now and the time from a resignation to voting on a replacement and completion of the new member's orientation can take 2-3 months. If a resignation occurs after June, the new member may not begin serving until August or September, the point in the year when a Nominating Committee is elected to identify board members for the subsequent year.

The recommended amendment would postpone filling vacancies if they occur after June 1st. We also need to reinforce the need for a full-year commitment at the time elected officials are seeking consideration by the Nominating Committee for an Executive Committee slot.

Amendments to the bylaws must be adopted by the General Assembly; this item is for the Executive Committee to discuss and make a recommendation. Section 9.5 of the Bylaws specifies proposed amendments must be furnished to the General Assembly membership at least 30 calendar days before the September meeting.

THIS ITEM REPRESENTS A:

- New issue, project, or purchase
- Routine, regularly scheduled item
- Follow-up to a previously discussed item
- Special item requested by board member
- Other

PRIMARY CONTACT/STAFF MEMBER: **Betty Voights, Executive Director**

BUDGETARY IMPACT:

Total estimated cost: N/A

Source of Funds: N/A

Is item already included in fiscal year budget? Yes No

Does item represent a new expenditure? Yes No

Does item represent a pass-through purchase? Yes No

If so, for what city/county/etc.? _____

PROCUREMENT: N/A

ACTION REQUESTED:

Consider recommending an amendment to CAPCOG bylaws for General Assembly deliberation.

BACK-UP DOCUMENTS ATTACHED:

Red-line Excerpt of the CAPCOG Bylaws, last amended 9/12/2018.

BACK-UP DOCUMENTS NOT ATTACHED (to be sent prior to meeting or will be a handout at the meeting):

None

present is the act of the Executive Committee.

Section 5.6 – Term

Executive Committee members serve one-year terms, beginning on the date they are elected and expiring on December 31. An Executive Committee member may complete his or her term if or until his or her successor is elected and the member continues to meet the requirements as set out in Section 5.2.

Section 5.7 – Vacancy

 (a) A vacancy on the Executive Committee occurs:

- (1) when a member dies;
- (2) when a member resigns;
- (3) when a member is removed;
- (4) when a member becomes disqualified to serve; or
- (5) when a member incurs four absences as described in subsection (b).

(b) If an Executive Committee member misses three Executive Committee meetings in a calendar year, the Executive Director shall notify the Executive Committee member in writing of the absences and that a fourth absence will vacate the member's position on the Executive Committee. If the Executive Committee member misses a fourth Executive Committee meeting, having received the Executive Director's notice, the Executive Committee shall declare the absent member's position on the Executive Committee vacant unless the member persuades the Executive Committee, at its next meeting, that there was good cause for the absence.

(c) Executive Committee members shall also serve on the Board of Managers of the CAECD; a missed meeting of the CAECD shall be counted toward the absences described in (b).

~~(c)~~ (d) If a vacancy occurs on the Executive Committee, the Nominating Committee may nominate at the request of the Executive Committee, and the Executive Committee shall elect a replacement to serve for the remainder of the unexpired term if the vacancy occurs and the nomination process is completed no later than June 15 of that year.

Section 5.8 – Powers and Responsibilities

(a) The Executive Committee has the following general powers:

- (1) to sue and be sued in the name of the Council;
- (2) to contract;
- (3) to acquire, own, lease, transfer, or otherwise dispose of real and personal property, tangible or intangible, or any interest in it;
- (4) to invest the Council's assets in real or personal property, tangible or intangible, or any interest in it;
- (5) to sell, assign, mortgage, or pledge all or any part of the Council's real or personal property, or any interest in it;
- (6) to borrow or lend money or other property;
- (7) to apply for, receive, and use contributions and grants.

(b) The Executive Committee has the following general responsibilities:

EXECUTIVE COMMITTEE MEETING

MEETING DATE: July 14, 2021

AGENDA ITEM: #5 Consider Approval of Executive Committee Meetings Location Policy

GENERAL DESCRIPTION OF ITEM:

Following the onset of the pandemic in March 2020, the Executive Committee meetings were moved to a virtual platform which has continued until the first in-person meeting in June 2021 coinciding with the reopening of CAPCOG's offices. At that meeting, the majority of members were in attendance while a few participated using the Zoom platform. At that time, it was discussed whether a hybrid meeting allowing some members to attend virtually would be the ongoing practice. Since there was not a consensus, staff was instructed to include this as an agenda item for the July meeting to decide on how future meetings will be handled.

While CAPCOG's IT staff adapted to the virtual platform last Spring, we currently don't have the equipment to support a hybrid system and bring members to the Lantana board room on a virtual platform without communication glitches between in-person and virtual board members. It is also a hardship on our IT staff since the meeting occupies all three of them to set up the room and operate the equipment throughout the meeting plus we currently are using some borrowed equipment.

THIS ITEM REPRESENTS A:

- New issue, project or purchase
- Routine, regularly scheduled item
- Follow-up to previously discussed item
- Special item requested by board member
- Other

PRIMARY CONTACT/STAFF MEMBER: Betty Voights, Executive Director

BUDGETARY IMPACT OF AGENDA ITEM:

Total estimated cost: N/A

Source of funds:

Is item already included in fiscal year budget? Yes No

Does item represent a new expenditure? Yes No

Does item represent a pass-through purchase? Yes No

If so, for what city/county/etc.? _____

PROCUREMENT: N/A

ACTIONS REQUESTED:

Approve policy for in-person meetings for the Executive Committee unless an emergency situation prohibits the physical attendance of all or some members and the necessity of the board to meet could be met using a virtual platform.

BACK-UP DOCUMENTS ATTACHED:

None

BACK-UP DOCUMENTS NOT ATTACHED (to be sent prior to meeting or will be a handout at the meeting):

None

EXECUTIVE COMMITTEE MEETING

MEETING DATE: July 14, 2021

AGENDA ITEM: #6 Consider Adoption of a Resolution Authorizing Submittal of the Homeland Security Grant Program Application for Recovery & Resiliency Cybersecurity Project by the Capital Area Council of Governments

GENERAL DESCRIPTION OF ITEM:

The Office of the Governor (OOG) announced the conditionally approved projects for the 2021 Grant Year (GY) to CAPCOG. Each project was measured in its achievement of making the state threshold of required "investment areas" mandated by the FEMA Notice of Funding Opportunity (which was published after the closing date for grant submissions). The OOG selected a cybersecurity project submitted by a CAPCOG stakeholder, but only provided 19% of the requested funding. The stakeholder has declined the funding and the OOG will allow CAPCOG to replace the project with a continuation of GY20 CAPCOG Regional Recovery and Resiliency Cybersecurity project. This consideration allows the CAPCOG Region to retain the funding.

The Homeland Security Task Force recognized the need to incorporate regional recovery and resiliency projects into the planning process to assist with economic recovery in the aftermath of a disaster. This project will continue the resiliency efforts started in GY 2019 and GY 2020. CAPCOG is requesting \$82,484.94 in funding by the Office of the Governor, Public Safety Office, Homeland Security Grants Division to cover the costs of the regional CAPCOG Recovery & Resiliency Cybersecurity project. Prior to the awarding of funds, the Office of the Governor, Homeland Security Grants Division (HSGD) requires that all grant applications from nonprofit corporations, local units of governments, and other political subdivisions must include a resolution that contains the following:

1. Authorization by the governing body for the submission of the application to OOG/HSGD that clearly identifies the name of the project for which funding is requested;
2. A commitment to provide all applicable matching funds (if applicable);
3. A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant; and
4. A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to HSGD.

THIS ITEM REPRESENTS A:

- New issue, project, or purchase
- Routine, regularly scheduled item
- Follow-up to a previously discussed item
- Special item requested by board member
- Other

PRIMARY CONTACT/STAFF MEMBER: **Martin Ritchey, Director of Homeland Security**

BUDGETARY IMPACT:

Total estimated cost: Approximately \$82,484.94

Source of Funds: Federal Homeland Security Grant Program

Is item already included in fiscal year budget? Yes No

Does item represent a new expenditure? Yes No

Does item represent a pass-through purchase? Yes No

If so, for what city/county/etc.? _____

PROCUREMENT: N/A

ACTION REQUESTED:

Consider adopting a resolution authorizing the submission of a grant application to the Office of the Governor, HSGD for GY 2021 Homeland Security Grant Program.

BACK-UP DOCUMENTS ATTACHED:

HS CAPCOG Recovery & Resiliency Cybersecurity Project Grant Resolution

BACK-UP DOCUMENTS NOT ATTACHED *(to be sent prior to meeting or will be a handout at the meeting):*

None

RESOLUTION

A RESOLUTION AUTHORIZING SUBMITTAL OF THE HOMELAND SECURITY GRANT PROGRAM APPLICATION FOR RECOVERY AND RESILIENCY CYBERSECURITY PROJECT BY THE CAPITAL AREA COUNCIL OF GOVERNMENTS

WHEREAS, the Executive Committee of the Capital Area Council of Governments (CAPCOG) finds it in the best interest of the jurisdictions of the CAPCOG Region that the Regional CAPCOG Recovery and Resiliency Cybersecurity Project Grant be operated for the FY 2021/2022 grant year; and

WHEREAS, since the inception of the Homeland Security Grant Program (HSGP) in 2003, CAPCOG has received and used HSGP funding to the benefit of CAPCOG jurisdictions; and

WHEREAS, CAPCOG historically has been awarded HSGP funding to carry out projects and activities on behalf of the region; and

WHEREAS, the Executive Committee of CAPCOG agrees that in the event of loss or misuse of the HSGP funds, the Executive Committee assures that the funds will be returned to the Office of the Governor in full; and

WHEREAS, the Executive Committee of CAPCOG designates the CAPCOG Executive Director as the grantee's authorized official, with the authority to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency,

THEREFORE, BE IT RESOLVED that the Executive Committee of the Capital Area Council of Governments approves submission of the FY 2020/2021 State Homeland Security Grant for the Regional CAPCOG Recovery and Resiliency Cybersecurity Project Grant to the Office of the Governor's Public Safety Office, Homeland Security Grants Division.

SUBMITTED AND PASSED, Resolution adopted by the Capital Area Council of Governments Executive Committee on this 14th Day of July, 2021.

Judge Paul Pape, Chair
Executive Committee
Capital Area Council of Governments

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

EXECUTIVE COMMITTEE MEETING

MEETING DATE: July 14, 2021

AGENDA ITEM: #7 Consider Approving Appointments to Advisory Committees

GENERAL DESCRIPTION OF ITEM:

This is the monthly item for filling positions on our Advisory Committees; please let us know if our staff can assist in identifying interested persons to serve. It is presumed that both city and county representatives will collaborate when making appointments.

THIS ITEM REPRESENTS A:

- New issue, project, or purchase
- Routine, regularly scheduled item
- Follow-up to a previously discussed item
- Special item requested by board member
- Other

PRIMARY CONTACT/STAFF MEMBER: **Deborah Brea, Executive Assistant**

BUDGETARY IMPACT:

Total estimated cost: N/A

Source of Funds: N/A

Is item already included in fiscal year budget? Yes No

Does item represent a new expenditure? Yes No

Does item represent a pass-through purchase? Yes No

If so, for what city/county/etc.? _____

PROCUREMENT: N/A

ACTION REQUESTED:

Approve any advisory committee recommendations.

BACK-UP DOCUMENTS ATTACHED:

Summary memo with recommended appointments and vacancies.

BACK-UP DOCUMENTS NOT ATTACHED (to be sent prior to meeting or will be a handout at the meeting):

Executive Committee attendance roster

Advisory Committee attendance rosters



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BASTROP BLANCO BURNET CALDWELL FAYETTE HAYS LEE LLANO TRAVIS WILLIAMSON

MEMORANDUM

June 28, 2021

TO: Executive Committee Members

FROM: Deborah Brea, Executive Assistant

RE: Advisory Committee Recommendations

This memo identifies current recommendations to CAPCOG Advisory Committees and serves as a reminder of vacancies that still need to be filled. Please see the Attendance Rosters for the Requirements & Responsibilities. For questions please contact the Advisory Committee staff liaison.

Bastrop County

- The Solid Waste Advisory Committee (SWAC) has a representative vacancy.

Burnet County

- The Law Enforcement Education Committee (LEEC) has a representative vacancy.

City of Austin

- The Aging Advisory Council (AAC) has a representative vacancy.
- The Geographic Information Systems Planning Council (GISPC) has a representative vacancy.
- The CAECD Strategic Advisory Committee (SAC) has two representative vacancies.

Travis County

- The Law Enforcement Education Committee (LEEC) has a representative vacancy.

Williamson County

- The Aging Advisory Council (AAC) has two representative vacancies.