



Executive Committee | Summary Minutes

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

CAPCOG Lantana Room

6800 Burleson 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), the 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

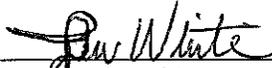
Judge Pape indicated that Ms. Voights invited the Executive Committee to tour the CAPCOG PSAP after the meeting. Ms. Voights stated that during the officers meeting there was discussion on having the September General Assembly meeting in person, the logistics of getting a hotel and the possibility of 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.



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

7/14/21

Date