



## Executive Committee | Summary Minutes

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10 a.m., Wednesday, Nov. 10, 2021  
6800 Burlison Road  
Building 310, Suite 165  
Austin, Texas 78744

### Present (16)

Judge Paul Pape, Bastrop County, **Chair**  
Judge James Oakley, Burnet County, **2nd 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**  
Mayor Pro Tem Lyle Nelson, City of Bastrop  
Council Member Kevin Hight, City of Bee Cave  
Commissioner Joe Don Dockery, Burnet County

Commissioner Debbie Ingalsbe, Hays County  
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 Russ Boles, Williamson County  
Commissioner Cynthia Long, Williamson County

### Absent (12)

Mayor Brandt Rydell, City of Taylor, **1st Vice Chair**  
Council Member Mackenzie Kelly, City of Austin  
Judge Brett Bray, Blanco County  
Judge Hoppy Haden, Caldwell County  
Mayor Pro Tem Kevin Pitts, City of Georgetown  
Judge Joe Weber, Fayette County

Commissioner Ann Howard, Travis County  
Commissioner Brigid Shea, Travis County  
Representative John Cyrier  
Representative Celia Israel  
Representative Terry Wilson  
Representative Erin Zwiener

### **1. Call to Order and Opening Remarks by the Chair**

Judge Pape called the meeting to order at 10:05 a.m., lead the pledges of allegiance to the national and state flag, and asked if there were any opening statements. There were none.

### **2. Consider Approving Minutes for the October 13, 2021 Executive Committee Meeting**

Judge Pape asked for approval of the October 13, 2021 Executive Committee Summary Minutes. A motion was made by Mayor White to approve the minutes. Judge Oakley seconded the motion. The motion passed unanimously.

### **3. Consider Accepting the Quarterly Investment Report**

#### **Lisa Bowman, Director of Finance**

Ms. Bowman presented the quarterly investment report ending September 30, 2021. She said through the investment pool CAPCOG has earned about \$1,749, and its total investment are about \$28.3 million. During the quarter, the market interest rate earned about .023 percent. Ms. Bowman noted that all CAPCOG's investments are in TexPool which has not performed very well.

A motion was made by Judge Oakley to approve the quarterly investment report. Commissioner Ingalsbe seconded the motion. The motion passed unanimously.

### **4. Consider Approving the CAPCOG 2022 State Homeland Security Program Review Process Guidance**

#### **Martin Ritchey, Director of Homeland Security**

Mr. Ritchey referred to a redlined version of the changes to State Homeland Security Program (SPHP) Process explaining the major changes to the process including one additional priority investment area — combatting domestic terrorism extremism, which the state and federal government added at the end of

the process for 2021 grants. The HSTF has defined regional capacity to include deployment, staffing for the first operational period, and participate in the regional exercise. Ms. Voights told the committee that CAPCOG continues to work on the premise that it is supposed to be building capacity for responding to catastrophic events by funding assets that are regional. The new definition allows entities to be funded that can accomplish the definition. Mr. Ritchey mentioned additional information about the CAPCOG Regional Information Communications Committee, and the Regional Cyber Task Force also was added to the review process guidance. He also noted the HSTF recommended adding and changing language to the grant process about clarifying the re-obligation of awarded funds from projects with unspent grant monies to other qualifying projects with a lesser priority level. The changes included adding unassigned funds and stating that awarded funds will be released by the grantees.

Commissioner Long questioned if there was a definition for the domestic terrorism category, because it is a highly political issue and that HSTF and the Executive Committee should be very judicious on determining projects for that category. Mr. Ritchey stated CAPCOG understands the sensitivity of the issue and the committee and staff will review and discuss all projects during the grant process. If something becomes onerous, then it will be brought before the Executive Committee for a decision. Commissioner Dockery asked if there was a way to incorporate more balance in the SHSP for rural or small communities and noted that some communities may not have the same resources to apply for the grants as larger communities. Ms. Voights responded that CAPCOG staff will assist any community with an application. Commissioner Dockery also asked if training projects funded through the grant could also occur in east and west counties and not just central.

A motion was made by Mayor Pro Tem Lyle Nelson to approve the SHSP grant process. Mayor Hughson seconded the motion. Council Member Heath questioned if Dockery's concern had been included in the process. Judge Pape said it didn't need to if CAPCOG staff were committed to helping. The motion passed unanimously.

**5. Consider Amending Contracts for Nutrition Providers – Meals on Wheels of Central Texas, Combined Community Action Inc., and Opportunities for Williamson and Burnet Counties**

**Patty Bordie, Director of Aging Services**

Ms. Bordie stated the contract amendments before the committee were routine and to cover the increasing cost of home delivered meals as congregate sites have remained closed. The amendment also included new American Rescue Plan Act funding.

Council Member Baker asked if the increased cost was due to demand versus inflation. Ms. Bordie said it was because it was the volume of the meals being served. Judge Pape asked if nutrition providers were keeping up with the demand, and Ms. Bordie responded that they were doing so. Ms. Voights asked Ms. Bordie about eventually seeing a reduction of some of the extra funding and how that would impact clients. Ms. Bordie mentioned some requirements to qualify for meals were waved because of the pandemic, but as the pandemic funding is removed, the waivers will be, too. In some cases, consumers are being referred to other programs that support food insecurity; such referrals should increase.

A motion was made by Commissioner Dockery to approve the contract amendments. Commissioner Ingalsbe seconded the motion. The motion passed unanimously.

**6. Consider Approving Plan Year 2023 CAPCOG Regional Criminal Justice Funding Priorities for the Office of the Governor, Public Safety Office's Criminal Justice Division Grants**

**Ken May, Regional Programs Manager**

**Shelly Hargrove, Community & Economic Development Director**

Mr. May explained that the Criminal Justice Advisory Committee (CJAC) had reviewed surveys and other

information gathered from two stakeholder information meetings and set the priorities based on that input.

A motion was made by Commissioner Dockery to approve the Plan Year 2023 CAPCOG Regional Criminal Justice Funding Priorities. Mayor Sederquist seconded the motion.

Ms. Voights reminded the board that it would be important to look at how to distribute funding across as many good projects as possible and some direction was needed on how to make reductions in requested amounts and added that the CJAC not specifically address this issue. Commissioner Long noted that she didn't want to signal to grantees that if they apply, they will get funded. She mentioned that applicants should know they are only going to be funded to a certain amount. She said that since the CJAC did not make a recommendation, that the Executive Committee is going to have to provide direction on how scaling projects will work. Council Member Heath recommended caps or funding reductions for projects be set based on the ask, the applicant, the need, and previous years recommended budget estimate. Ms. Voights recommend proposing language in the Criminal Justice Policy Statement for full or partial funding based on the RBE, that lets them know they need to build in reductions and be prepared to make them if requested. Mayor Hughson recommend that applicants include two options with one being a reduced amount in the application but there was discussion about how applicants would ask for more than they needed.

Judge Pape called for a vote on the motion. The motion to approve the Plan Year 2023 CAPCOG Regional Criminal Justice Funding Priorities passed unanimously.

#### 7. Consider Approving Appointments to Advisory Committees

##### **Deborah Brea, Executive Assistant**

Ms. Brea said she had not received any appointments from board members. Council Member Baker said he would like to replace Commander Andy McKinney from Rock Round with Lt. Shawn Johnson on the CJAC.

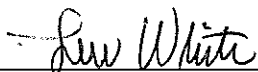
A motion was made by Mayor Sederquist to approve the CJAC appointment. Mayor Hughson seconded the motion. The motion passed unanimously.

#### Staff Reports

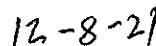
##### **Betty Voights, Executive Director**

Ms. Voights said there was a SART training webinar and mentioned a new illegal dumping law enforcement book which was dedicated to Mr. May.

Before Judge Pape adjourned the meeting, Council Member Heath introduced Pflugerville Council Member Doug Wiess who has been recommended to serve on the Executive Committee in 2022. Judge Pape told Council Member Heath that he was a valuable member of the Executive Committee and he will be missed.



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



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Date