



Executive Committee | Summary Minutes

10 a.m., Wednesday, March 13, 2024
6800 Burleson Road
Building 310, Suite 155
Austin, TX 78744

Present (20)

Mayor Lew White, City of Lockhart, **Chair**
Mayor Pro Tem Matthew Baker, City of Round Rock,
2nd Vice Chair
Judge Brett Bray, Blanco County, **Secretary**
Judge Ron Cunningham, Llano County, **Parliamentarian**
Judge James Oakley, Burnet County, **Immediate Past
Chair**
Commissioner Clara Beckett, Bastrop County
Mayor Lyle Nelson, City of Bastrop
Council Member Kevin Hight, City of Bee Cave
Commissioner Joe Don Dockery, Burnet County

Judge Hoppy Haden, Caldwell County
Council Member Ron Garland, City of Georgetown
Mayor Pro Tem Steve Hougen, City of Granite Shoals
Mayor Pro Tem Esme Mattke Longoria, City of Leander
Commissioner Steven Knobloch, Lee County
Mayor Pro Tem Doug Weiss, City of Pflugerville
Mayor Jane Hughson, City of San Marcos
Council Member Janice Bruno, City of Smithville
Commissioner Ann Howard, Travis County
Commissioner Cynthia Long, Williamson County
Representative Vikki Goodwin

Absent (6)

Commissioner Debbie Ingalsbe, Hays County, **1st Vice
Chair**
Council Member Mackenzie Kelly, City of Austin
Judge Dan Mueller, Fayette County

Mayor Brandt Rydell, City of Taylor
Judge Andy Brown, Travis County
Commissioner Russ Boles, Williamson County

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

Mayor White called the meeting to order at 10:08 a.m. He stated that Commissioner Ingalsbe has resigned from her position as 1st Vice Chair on the Executive Committee, which leaves the first vice chair position open. He noted that Judge Bray had agreed to fill that position and Judge Cunningham can move up to Secretary and continue to serve as Parliamentarian. The Executive Committee will need to take action on changes.

2. **Consider Approving Minutes for the February 14, 2024 Meeting**

Mayor White asked the Board to consider approving the February 14, 2024, meeting minutes. Judge Oakley made a motion to approve the minutes. Mayor Pro Tem Hougen seconded the motion. It passed unanimously.

3. **Consider Awarding an Additional \$1.6 Million to Senior Meal Contracts for FY 2024**

Andrew Hoekzema, Deputy Executive Director
Shirley Trapani, Assistant Director for Aging Services

Mr. Hoekzema introduced Aging Services Director, Siena Lindemann and Assistant Director Shirley Trapani, who have been serving in their respective roles since Patty Bordie left the agency last month.

Mr. Hoekzema asked the Board to consider awarding additional funding for congregate and home-delivered meal services for seniors for FY 2024 to CAPCOG's four senior meal grant recipients:

- **Combined Community Action (CCA)**, serving Bastrop, Blanco, Caldwell, Fayette, Hays, and Lee Counties;
- **Hill Country Combined Action Association (HCCAA)**, serving Llano County;
- **Meals on Wheels Central Texas (MOWCT)**, serving Travis County; and

- **Opportunities for Williamson and Burnet Counties (OWBC)**, serving Burnet and Williamson Counties.

Mr. Hoekzema stated that CAPCOG has negotiated meal rates for FY 2024 with each provider and has already awarded \$2.75 million in funding for meals and is now proposing awarding an additional \$1,593,940.78 in funding, including \$135,669.00 for congregate meals and \$1,458,271.78 for home-delivered meals. The proposed FY 2024 total represents the FY 2024 rate, which has already been negotiated and cannot be changed, times each provider's actual number of meals charged to CAPCOG in FY 2023 in each category. Also, while their current contracts include funding for both FY 2024 and FY 2025, we have not yet decided amounts to recommend for FY 2025, but we plan to come back within a few months to make a recommendation for that funding as well.

Mayor White asked for a vote to approve additional funding for congregate and home-delivered meal services for seniors for FY 2024. Judge Cunningham made a motion to approve. Mayor Hughson seconded the motion. It passed unanimously.

4. **Consider Approving CAPCOG FY 2024 Homeland Security Grant Program Prioritized Project List and Proclamation**

Martin Ritchey, Director of Homeland Security

Mr. Ritchey asked the Board to consider approving the CAPCOG FY 2024 Homeland Security grant program prioritized project list and proclamation. The Homeland Security Task Force (HSTF) met on March 7, 2024 to review and rank the list to submit to the Executive Committee today, March 13, 2024. While the HSTF did not have a quorum for a vote on this item, they did have a consensus agreement.

Mr. Ritchey stated that the state's deadline for the submission of CAPCOG's prioritized list of projects will be sometime within 14 days of the Office of the Governor's (OOG) review of applications, which will take place before the next CAPCOG Executive Committee meeting, and that the OOG has not provided a general estimate of funding expected this year.

Mr. Ritchey stated that CAPCOG projects have been coordinated to meet FEMA's six National Priority Areas (NPA) of funding.

Thirty percent (30%) of Texas' SHSP funds will be invested in projects supporting the NPAs that will be competitively ranked by the OOG. This, in addition to the requirement that thirty-five percent (35%) of HSGP be used for Law Enforcement Terrorism Prevention Activities (LEPTA), accounts for the large reduction year after year in our funding. Commissioner Dockery said he wanted to move the application by Burnet County to the next project after those ranked above the line; there was discussion about the HSTF's process to fund projects that serve the region, and these are for fixed cameras. Commissioner Howard asked that the City of Austin's EMS project also get moved up because it was regional.

Ms. Voights noted that our projects need to be strategic based on what the State needs to meet federal priorities otherwise we won't get our projects funded.

Mayor White asked for a vote to approve the Homeland Security grant program prioritized project list and proclamation. Judge Bray made a motion to approve the proclamation and project prioritization list, with two changes: moving Burnet County project number 17 (sheriff's office security cameras), and City of Austin project number 15 (EMS technical search equipment) to above project number 9 on the list. Judge Oakley seconded the motion. It passed unanimously.

5. **Consider Approving Committee Appointments**

Betty Voights, Executive Director

Ms. Voights did not have any committee appointments to share with the Board.

6. **Staff Reports**

Betty Voights, Executive Director

Ms. Voights shared that the auditors were asking the Board for more responses to their fraud questionnaire. She also stated that Travis County has declared a disaster due to the upcoming eclipse, and that Homeland Security has copies of the form that counties can use to declare a disaster.

7. **Adjourn**

Mayor White adjourned the meeting at 10:34 a.m.


Judge Brett Bray, Secretary
Executive Committee
Capital Area Council of Governments

4/16/2024
Date