



## Executive Committee | Summary Minutes

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10 a.m., Wednesday, Dec. 14, 2022  
Hilton Austin Airport  
9515 Hotel Drive  
Austin, Texas 78719

### Present (23)

Mayor Brandt Rydell, City of Taylor, **Chair**  
Judge James Oakley, Burnet County, **1st Vice Chair**  
Mayor Lew White, City of Lockhart, **2nd Vice Chair**  
Commissioner Debbie Ingalsbe, Hays County, **Secretary**  
Mayor Jane Hughson, City of San Marcos,  
**Parliamentarian**  
Judge Paul Pape, Bastrop County, **Immediate Past Chair**  
Council Member Mackenzie Kelly, City of Austin  
Mayor Connie Schroeder, 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  
Council Member Ron Garland, City of Georgetown  
Council Member Esme Mattke Longoria, City of Leander  
Commissioner Steven Knobloch, Lee County  
Judge Ron Cunningham, Llano County  
Mayor Pro Tem Doug Weiss, City of Pflugerville  
Council Member Matthew Baker, City of Round Rock  
Council Member Janice Bruno, City of Smithville  
Commissioner Ann Howard, Travis County  
Commissioner Cynthia Long, Williamson County  
Representative John Cyrier

### Absent (5)

Commissioner Brigid Shea, Travis County  
Commissioner Russ Boles, Williamson County  
Representative Celia Israel

Representative Terry Wilson  
Representative Erin Zwiener

### 1. **Call to Order and opening remarks by the Chair**

Mayor Rydell called the meeting to order at 10:06 a.m. and led the board in the national and state pledge of allegiances.

### 2. **Consider Approving Minutes for the November 9, 2022, Meeting**

Mayor Rydell asked for approval of the Nov. 9, 2022, meeting minutes. A motion was made by Judge Cunningham to approve the minutes. Judge Oakley seconded the motion. The motion passed unanimously.

### 3. **Consider Adopting the 2023 CAPCOG Homeland Security Grant Program Process Guidance** **Martin Ritchey, Director of Homeland Security**

Mr. Ritchey said this item is the last of the items to finalize the State Homeland Security Program grant process and noted the board previously approved several plans referenced in the process. Mr. Ritchey said there were few differences between last year's process guidance and this year's. He summarized the changes as date changes and updates to the priority areas to match the current state and federal investment areas. He also noted the guidance document clarified information regarding management and administration costs.

Ms. Voights asked what type of projects will be getting funding from the State Homeland Security Program grants. Mr. Ritchey explained that about 30 percent of the region's allocation goes to Law Enforcement and Terrorism Prevention Activities (LETPA) and then investment areas must be funded by another 30 percent, which slows down fund getting to the local jurisdictions as the state looks to the federal government for approval guidance. He said cybersecurity and resiliency projects are now being selected via a competitive state-wide process. Mr. Ritchey estimated that this year's regional allocation would be about \$800,000.

Judge Bray asked if changes made during the prioritization process were in the guidance and if areas outside the I-35 corridor would be considered for funding. Mr. Ritchey said every year subject matter experts from around the region review the applications and make recommendations on how projects should be prioritized. He added that the board always has the authority to change that prioritization and noted this year the region will focus on Community Emergency Response Teams and community resilience from throughout the region.

A motion was made by Judge Pape to approve the 2023 CAPCOG Homeland Security Grant Program Process Guidance. Commissioner Ingalsbe seconded the motion. The motion passed unanimously.

**4. Consider Approving Policy Statement, Scoring Criteria, and Priorities for Criminal Justice Grant Plan Year 2024**

**Charles Simon, Director of Regional Planning and Services**

Mr. Simon said this item sets the rules and provides direction to grant applicants and the Criminal Justice Advisory Committee (CJAC) members for the prioritization process of the five criminal justice grant areas CAPCOG reviews for the Office of the Governor's Public Safety Office. He noted the changes between last year's documents and this year's were drafted by staff and the CJAC, which approved them before they were presented to the board. Mr. Simon said changes included the criminal justice grant priorities being added to policy statement but noted the priorities remained the same as last year. He said if grant applicants don't attend a grant workshop or complete a separate CAPCOG application summary sheet, they will receive a prioritization score of zero. The CJAC will be notified about each of those applications which received the zero score. For the applicants who attended a workshop, 70 points of their prioritization score will be given based on the application and 30 points will be given based on the applicant's presentation to the CJAC. Mr. Simon noted a CJAC workshop session is being added to this year's process before the presentations so CJAC members can discuss each application before scoring the 70 points.

Council Member Bruno asked about the grant process' timeline and how the applications are submitted. Mr. Ken May, CAPCOG regional programs coordinator, said grants are due to the state Feb. 9, 2023 and are submitted online through Egrants, which has been communicated to would-be applicants.

Mr. Simon said the board has the ability set the final recommended prioritization which can differ from the CJAC's. Ms. Voights said there is more latitude for the board shape the grant prioritization with the criminal justice grants; but CAPCOG wants all eligible projects to get funding.

Mr. Simon said CAPCOG is recommending a diminishing funding formula in all grant categories for local governments that have sought multiple years of funding for the same project. But nonprofits will be allowed to continue to submit for full funding.

Commissioner Howard asked if the scoring process allows the CJAC to score each application twice. Mr. Andrew Hoekzema, CAPCOG deputy executive director, said the scoring process doesn't allow for a second scoring but rather allows for the CJAC evaluate what a funding reduction could do a project. The CJAC can then better evaluate how much funding to recommend for a particular application.

A motion was made by Commissioner Long to approve the policy statement, scoring criteria and the priorities for the criminal justice grant plan year 2024. Mayor White seconded the motion. The motion passed unanimously.

**5. Consider Approving Conformance Review Finding for City of Georgetown's New Type V MSW Transfer Station**

**Charles Simon, Director of Regional Planning and Services**

Mr. Simon said a Solid Waste Advisory Committee subcommittee reviewed the transfer station's application permit and recommended that it conformed with the Regional Solid Waste Management Plan. The application was also reviewed by the SWAC which made the same recommendation.

A motion was made by Commissioner Long to find the city of Georgetown's new type V MSW transfer station in conformance of the Regional Solid Waste Master Plan. Judge Oakley seconded the motion. The motion passed unanimously.

## 6. Consider Approving Appointments to Advisory Committees

### Deborah Brea, Executive Assistant

Ms. Brea said there were two appointments being recommended out of Burnet County. Judge Oakley recommended the appointment of Cpt. Mike Sorenson to fill a vacancy on the Criminal Justice Advisory Committee, and Commissioner Dockery recommended Jessica Halie to replace Jackie Haynes on the GIS Planning Council.

A motion was made by Judge Oakley to approve the appointments. Commissioner Dockery seconded the motion. The motion passed unanimously.

## 7. Staff Reports

### Betty Voights, Executive Director

Ms. Voights said the solid waste fund may have some money to spend before its budget year ends. She said that the plan was for these funds to be spent on further offsetting the cost of collection events or eligible projects that didn't receive full funding during the two-year solid waste grant cycle. However, because of the timing of the remaining collection events, it will be hard to offset their costs by the time the money needs to be spent down. CAPCOG however will work with the local jurisdictions to get their best estimates of cost.

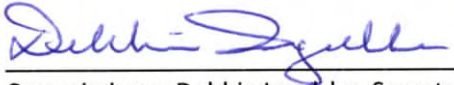
Commissioner Dockery asked about how much money will need to be spent. Mr. Simon said about \$70,000 to \$90,000. CAPCOG staff suggested several other solid waste related projects on which the money could be spent, and Ms. Voights said the board will see a plan for the funds in the future.

Ms. Voights also mentioned she is once again serving on Texas Association of Regional Councils 9-1-1 Committee as the vice-chair, which may be beneficial when discussing the spending period of the American Rescue Plan Act funds that 9-1-1 districts and COGs are receiving to upgrade systems to Next Generation 9-1-1. She noted some agencies may not be able to complete projects in the time allotted by the state but could meet the federal deadline to spend the money. She also said that the Commission on State Emergency Communications (CSEC) may attempt to file a bill that would allow it to change the 9-1-1 service fee to \$1, but this may be changed each biennium based on what CSEC needs to fund the districts, so it may not provide a continuous source of funding for operation.

Ms. Voights presented certificates to Executive Committee member who would no longer be serving after December. They included Judge Pape, Judge Weber and Representative Cyrier, who were present for the meeting. Not present was Commissioner Shea, Representative Zwiener and Representative Israel.

8. **Adjourn**

Mayor Rydell adjourned the meeting at 11:22.



Commissioner Debbie Ingalsbe, Secretary  
Executive Committee  
Capital Area Council of Governments

1/11/2023  
Date