



Executive Committee | Summary Minutes

10 a.m., Wednesday, July 12, 2023
6800 Bureson Road
Building 310, Suite 155
Austin, TX 78744

Present (17)

Judge James Oakley, Burnet County, **Chair**
Mayor Lew White, City of Lockhart, **1st Vice Chair**
Commissioner Debbie Ingalsbe, Hays County, **2nd Vice Chair**
Mayor Pro Tem Matthew Baker, City of Round Rock, **Secretary**
Mayor Jane Hughson, City of San Marcos, **Parliamentarian**
Mayor Brandt Rydell, City of Taylor, **Immediate Past Chair**
Council Member Mackenzie Kelly, City of Austin

Commissioner Clara Beckett, Bastrop County
Council Member Kevin Hight, City of Bee Cave
Judge Brett Bray, Blanco County
Commissioner Joe Don Dockery, Burnet County
Judge Hoppy Haden, Caldwell County
Mayor Pro Tem Esme Mattke Longoria, City of Leander
Commissioner Steven Knobloch, Lee County
Judge Ron Cunningham, Llano County
Council Member Janice Bruno, City of Smithville
Commissioner Russ Boles, Williamson County

Absent (7)

Ms. Connie Schroeder, City of Bastrop
Judge Dan Mueller, Fayette County
Council Member Ron Garland, City of Georgetown
Mayor Pro Tem Doug Weiss, City of Pflugerville

Judge Andy Brown, Travis County
Commissioner Ann Howard, Travis County
Commissioner Cynthia Long, Williamson County

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

Judge Oakley called the meeting to order at 10:03 a.m. and led the board in the pledges of allegiance to the national and state flags.

2. **Consider Approving Minutes for the June 14, 2023 Meeting**

Judge Oakley asked the board to consider the June 14, 2023 meeting minutes. Mayor White made a motion to approve the minutes. Commissioner Ingalsbe seconded the motion. The motion passed unanimously with Mayor Hughson abstaining because she was not at the meeting.

3. **Consider Adopting a Resolution Approving CAPCOG's CDBG Mitigation Method of Distribution (MOD)** **Dee Harrison, Homeland Security Program Manager**

Ms. Harrison asked the board to consider adopting the resolution acknowledging approval of CAPCOG's CDBG Mitigation Method of Distribution during its June meeting. She noted that although the board had recently approved this, the General Land Office was now requesting a resolution to accompany the board's action.

Commissioner Dockery made a motion to adopt the resolution approving the MOD. Council Member Bruno seconded the motion. It passed unanimously.

4. **Consider Approving a Contract with University of Houston for an Air Quality Monitoring Project** **Anton Cox, Air Quality Program Manager**

Mr. Cox said staff is seeking to enter into an interlocal agreement with the University of Houston to use its mobile air quality lab, which can travel around the region measuring air quality. He noted this will allow CAPCOG to collect more data between static monitoring sites and learn more about how harmful air pollutants moves throughout the region.

Judge Oakley asked if the lab could be used in Burnet County and collect particulate matter data, too. Mr. Cox said because CAPCOG is using Near-Nonattainment funds from the Texas Commission on Environmental Quality, it can only be used for ground level ozone and must stay within the five-county metropolitan statistical area. Mayor Pro Tem Baker asked how CAPCOG is going to decide where to deploy the lab. Mr. Cox said staff, the Clean Air Coalition, the Clean Air Coalition Advisory Committee, and the University of Houston will work together to determine the best sites for the mobile lab. Commissioner Ingalsbe asked if lab should be deployed more than four weeks. Mr. Cox said this initial usage of the lab is a test run to see if the data will be helpful before using it for longer periods of time.

Judge Bray made a motion to approve the contact with the University of Houston for an Air Quality Monitoring Project. Mayor Pro Tem Baker seconded the motion. It passed unanimously.

5. Consider Approving Contracts with St. Edward’s University and Huston-Tillotson University for PM_{2.5} Monitoring Projects

Anton Cox, Air Quality Program Manager

Mr. Cox explained that two EPA grants to study particulate matter in the region included St. Edwards and Huston-Tillotson universities as subrecipients. He said contracting with universities allows for CAPCOG to pay for services while also defining their role of training faculty and students on using and maintaining the particulate matter air quality monitors that will be placed strategically around the region. Mr. Cox said the training also will allow CAPCOG to continue to operate the monitors after the grant period ends.

Judge Oakley requested that CAPCOG ask elected officials where the particulate matter monitors be placed around the region. Mayor Pro Tem Baker asked if the monitors could be used to measure the transportation of particulates into the MSA counties. Mr. Cox said they could be positioned in a way that measures air pollution exiting a non-MSA county into MSA county. Deputy Executive Director Andrew Hoekzema told the board that CAPCOG has yet to receive the grant funds from the EPA but expects them soon and approving the contracts would expedite the projects once the funds are received.

Mayor Pro Tem Baker made a motion to approve the contracts with St. Edwards and Huston-Tillotson universities for PM_{2.5} monitoring projects. Judge Cunningham seconded the motion. It passed unanimously.

6. Consider Approving the FY 2024 – 2026 AAACAP Area Plan for submission to the Texas Health and Human Services Commission

Patty Bordie, Director of Aging Services

Ms. Bordie said the FY 2024-2026 AAACAP Area Plan had significantly greater community input than previous years with more than 450 residents and older adult service providers completing input surveys. She said the plan is required by the Older Americans Act and tells the story of the region’s older adults while setting the strategies and goals for how best to assist older adults throughout the region. Ms. Bordie said the plan creates a regional profile through socio-economic demographics from a variety of sources. She noted increasing demographics of older adult populations include people providing selfcare, people with mobility impairments, minorities, those facing poverty, and people who live alone.

Judge Cunningham asked if it was possible to derive from those living alone who are living independently and who are dependent on others for care. Ms. Bordie getting that granular on the demographics is hard, but CAPCOG could attempt to narrow down the demographic.

Ms. Bordie said the plan laid out the following key strategies for service delivery and new goals for AAACAP:

- Outreach to hard-to-reach populations

- Increase access to long-term services and supports
- Transportation – continued participation with the Capital Area Regional Transportation Coordination Committee (RTCC); explore voucher options
- Provide Person-Centered Practices - Choice
- Increase consumer directed services
- Ensure cultural competency
- Address social isolation
- Support family caregivers
- Enhance community collaborations
- Increase emergency preparedness for older adults with community partners
- Safe and affordable housing and homelessness prevention
- Support community partners across the region in developing age-friendly organizations

Mayor Hughson made a motion to approve the FY 2024-26 AAACAP Area Plan for submission to the Texas Health and Human Services Commission. Mayor Pro Tem Longoria seconded the motion. It passed unanimously.

7. Consider Approving Appointments to Advisory Committees

Betty Voights, Executive Director

Judge Oakley asked if there were any appointments. Ms. Voights said CAPCOG hadn't received any. Judge Oakley asked if there were any appointments from the floor. Hearing none, he said no action was to be taken.

8. Consider Authorizing Purchase of Equipment and Licenses for CAPCOG Cyber Resiliency Project

Kelly Claflin, Chief Information Security Officer

Mr. Claflin said a Homeland Security initiative involves creating a team of about 30 volunteers from counties and municipalities around the region to serve on its cybersecurity incident response team. He said the equipment CAPCOG is seeking to purchase will be used to train the team as well as in the response to cyberattacks. The equipment will be able to help local governments get back up and running if they are victims of a cyberattack by allowing their users isolate, investigate, and recover digital information targeted by cyberattacks. Mr. Claflin said the funding to pay for the equipment is from a 2021 Office of the Governor Public Safety Office grant.

Mayor Hughson made a motion to authorize the purchase of equipment and licenses for the CAPCOG Cyber Resiliency Project. Commissioner Ingalsbe seconded the motion.

Council Member Bruno asked if CAPCOG checked what the military in San Antonio was using. Mr. Claflin said the hardware and software being purchased is highly recommended by law enforcement, military and the courts.

Judge Oakley called for a vote on the motion. It passed unanimously.

9. Staff Reports

Betty Voights, Executive Director

Ms. Voights said CAPCOG is again doing county road inventory reports for the Texas Department of Transportations for the non-metropolitan planning organization counites. She stated if a county wants CAPCOG to do the work, they need to get a delegation form signed by CAPCOG then submit it to TxDOT.

Ms. Voights mentioned the Striking a Balance Family Caregiver's Conference is coming up in August. She also noted that her annual performance evaluation is done by the Officers in August, and they have asked that her evaluation form will be emailed to the executive committee members to return before the August meeting.

10. **Adjourn**

Judge Oakley adjourned the meeting at 11:07 a.m.



Mayor Pro Tem Matthew Baker, Secretary
Executive Committee
Capital Area Council of Governments

8/9/2023

Date