



Executive Committee | Summary Minutes

10 a.m., Wednesday, June 12, 2024
6800 Burleson Road
Building 310, Suite 155
Austin, TX 78744

Present (20)

Mayor Lew White, City of Lockhart, **Chair**
Judge Brett Bray, Blanco County, **1st Vice Chair**
Mr. Matthew Baker, City of Round Rock, **2nd Vice Chair**
Judge Ron Cunningham, Llano County, **Secretary & 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

Council Member Ron Garland, City of Georgetown
Mayor Pro Tem Steve Hougen, City of Granite Shoals
Commissioner Walt Smith, Hays County
Ms. Esme Mattke Longoria, City of Leander
Commissioner Steven Knobloch, Lee County
Mayor Pro Tem Doug Weiss, City of Pflugerville
Ms. Janice Bruno, City of Smithville
Mr. Brandt Rydell, City of Taylor
Commissioner Cynthia Long, Williamson County
Commissioner Russ Boles, Williamson County
Representative Vikki Goodwin

Absent (6)

Council Member Mackenzie Kelly, City of Austin
Judge Hoppy Haden, Caldwell County
Judge Dan Mueller, Fayette County

Mayor Jane Hughson, City of San Marcos
Judge Andy Brown, Travis County
Commissioner Ann Howard, Travis County

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

Mayor White called the meeting to order at 10:03 a.m.

2. **Consider Approving Minutes for the May 8, 2024, Meeting**

Mayor White asked the board to consider approving the May 8, 2024, meeting minutes. Commissioner Long made a motion to approve the minutes. Ms. Bruno seconded the motion. It passed unanimously.

3. **Consider Awarding Benefits Insurance Brokerage Contract to HUB International Andrew Hoekzema, Deputy Executive Director**

Mr. Hoekzema asked the board to consider awarding a 17-month contract for benefit consulting services from HUB International from September 1, 2024 - March 31, 2026. The total estimated cost will be \$41,727, including \$34,808 for existing services and approximately \$6,919 for new services.

This new set of services will include the addition of a new consolidated benefit enrollment and management system and should significantly reduce the administrative burden associated with enrolling 70 employees in 10 different benefits programs, as well as the billing reconciliation process that occurs each month.

Due to the timing of the end of the current contract, which is August 31, 2024, and our desire not to run the risk of needing to change brokers right before open enrollment for 2025 starts, we decided to procure this contract through a cooperative purchasing agreement that HUB has with the Region 10 Educational Service Center (ESC), a state agency under the Texas Education Code.

Mayor White asked for a vote to approve the awarding of a 17-month contract for benefit consulting services from HUB International from September 1, 2024 - March 31, 2026. Judge Oakley made a motion to approve. Commissioner Long seconded the motion. It passed unanimously.

4. Consider Approving Committee Appointments

Betty Voights, Executive Director

Ms. Voights asked the board to consider approving the committee appointment of Williamson County Emergency Management Director, Bruce Clements, to the Homeland Security Task Force. He will be replacing Shantelle Dunn Branon, Interim Director.

Mayor White asked for a motion to approve the committee appointment of Emergency Management Director, Bruce Clements, to the Homeland Security Task Force. Commissioner Dockery made a motion to approve. Judge Cunningham seconded the motion. It passed unanimously.

5. Executive Session: Section 551.074 Personnel Matters

Executive Committee Board Members

Edith Wieder, CAPCOG HR Manager

This agenda item is posted in accordance with Article V, Section 551.074 which allows for deliberations of this board in closed session to discuss employment of an executive director. Section 551.011 allows the governmental body to deliberate public business for which that body has supervision or control and take formal action if necessary. The purpose of this item is to allow the Recruitment and Hiring Committee to discuss the employment of a new executive director no later than September 1, 2024.

Mayor White made an announcement at 10:09 a.m. to begin the closed executive session and reopened the meeting at 10:23 a.m., at which time he asked the board to take a public vote on the hiring of Mr. Chris Miller, who will be assuming the role of CAPCOG Executive Director, effective September 1, 2024.

Commissioner Long made a motion to approve the hiring of Mr. Chris Miller. Mr. Baker seconded the motion. It passed unanimously.

6. Staff Reports

Betty Voights, Executive Director

Ms. Voights shared the following with the board:

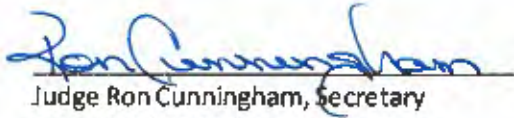
- Caregiver Guides are provided today courtesy of our Aging Services staff.
- County road inventories- it is once again time for these so if you would like CAPCOG to handle your county's, the forms are due July 12, 2024, to delegate the work to CAPCOG.
- Wildfire Summit- confirmed for June 28, 2024, at the J.J. Pickle Conference Center
- BPOC registrations are open- next BPOC scheduled to start December 2, 2024
- The LEEC will be meeting today at 2 p.m. — Chase Stapp from TML, who does law enforcement outreach, will be presenting on HB 3, which will require armed security officers on school campuses.

Regarding the BPOC, Judge Bray said he had heard comments about the AACOG academy in San Antonio providing more certifications than the CAPCOG academy and he wondered why. Ms. Voights commented that, while we prioritize the TCOLE curriculum, there is some add-on training that is done to better prepare cadets for duty. She added that she believes we don't market well, and this needs more attention;

she said Tonya Domingo, the new academy coordinator, will be able to do more marketing for the academy.

7. **Adjourn**

Mayor White adjourned the meeting at 10:30 a.m.



Judge Ron Cunningham, Secretary
Executive Committee
Capital Area Council of Governments



Date