



Executive Committee | Agenda

10 a.m., Wednesday, Oct. 9, 2024
CAPCOG Lantana Room
6800 Burleson Road
Building 310, Suite 155
Austin, Texas 78744

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**
Council Member Mackenzie Kelly, *City of Austin*
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*
Judge Dan Mueller, *Fayette County*
Council Member Ron Garland, *City of Georgetown*

Mayor Pro Tem Steve Hougen, *City of Granite Shoals*
Commissioner Walt Smith, *Hays County*
Ms. Esmeralda 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*
Ms. Janice Bruno, *City of Smithville*
Mr. Brandt Rydell, *City of Taylor*
Judge Andy Brown, *Travis County*
Commissioner Ann Howard, *Travis County*
Commissioner Russ Boles, *Williamson County*
Commissioner Cynthia Long, *Williamson County*
Senator Pete Flores
Representative Stan Gerdes
Representative Vikki Goodwin

1. **Call to Order and Opening Remarks by the Chair**
2. **Consider Approving Minutes for the September 11, 2024, Meeting**
3. **Consider Adopting the 2024 CAPCOG Threat and Hazard Identification and Risk Assessment (THIRA) and Stakeholder Preparedness Plan (SPR)**
Martin Ritchey, Director of Homeland Security
4. **Consider Approving Committee Appointments**
Chris Miller, Executive Director
5. **Staff Reports**
Chris Miller, Executive Director
6. **Adjourn**



Executive Committee | Summary Minutes

11 a.m., Wednesday, Sept. 11, 2024
Austin Southpark Hotel
4140 Governors Row
Austin, Tx 78744

Present (18)

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 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 Hopper Haden, Caldwell County

Mayor Pro Tem Steve Hougen, City of Granite Shoals
Commissioner Walt Smith, Hays County
Commissioner Steven Knobloch, Lee County
Mayor Pro Tem Doug Weiss, City of Pflugerville
Mayor Jane Hughson, City of San Marcos
Ms. Janice Bruno, City of Smithville
Mr. Brandt Rydell, City of Taylor
Commissioner Cynthia Long, Williamson County
Commissioner Ann Howard, Travis County
Representative Vikki Goodwin

Absent (7)

Council Member Mackenzie Kelly, City of Austin
Judge Dan Mueller, Fayette County
Council Member Ron Garland, City of Georgetown
Judge Ron Cunningham, Llano County, **Secretary & Parliamentarian**

Ms. Esme Mattke Longoria, City of Leander
Commissioner Russ Boles, Williamson County
Judge Andy Brown, Travis County

1. Call to Order and Opening Remarks by the Chair

Mayor White called the meeting to order at 11 a.m. and lead the board in the national and state pledge of allegiance.

2. Consider Approving Minutes for the August 14, 2024, Meeting

Mayor White asked the board to consider the August 14, 2024 CAPCOG Executive Committee meeting minutes. Mayor Pro Tem Hougen made a motion to approve the minutes. Mr. Baker seconded the motion. It passed unanimously.

3. Consider Adopting a Proclamation Recognizing September 23-27, 2024 as Falls Prevention Awareness Week

Jennifer Scott, Director of Aging Services

Ms. Scott said this is a nationwide observance for falls prevention awareness, reducing the risk of falls, and preventing the fear of falling. She said falls are the leading cause of fatal and non-fatal injuries to older adults in the U.S. In 2020, 27 to 30.8 percent of older Texans, 65 years old or older, reported falls resulting in ER visits. She said that CAPCOG offers programming to older adults such as A Matter of Balance that help raise falls prevention awareness year-round.

Commissioner Howard asked what older adults learn in the Matter of Balance program. Ms. Scott said that they learn safety tips, exercises that increase leg strength and balance, and how to look for obstacles inside and outside of the home that could cause falls.

Council Member Garland made a motion to adopt the proclamation recognizing Sept. 23-27, 2024, as Fall Prevention Awareness Week. Ms. Bruno seconded the motion. It passed unanimously.

4. Discuss Development of Updated Regional Criminal Justice Strategic Plan

Charles Simon, Director of Regional Planning Services

Mr. Simon said that CAPCOG's contract with the Office of the Governor (OOG) requires the COG to adopt a regional strategic plan for the criminal justice program no less frequent than every five years, and that CAPCOG has begun work on developing its new criminal justice strategic plan that is anticipated to be brought to the board in the summer of 2025 for approval which will impact Plan Year 2027's criminal justice program projects.

Mr. Simon said a lot of COGs stick to the five-year increment because it helps spend time identifying needs and determining thorough processes that shape applying and implementing the goals set forth in the plan. However, he noted, that every year CAPCOG updates its regional priorities, which helps the Criminal Justice Advisory Committee in scoring and raking project applications to the OOG's criminal justice program, but the data in the current plan hasn't been updated since December 2020. He said CAPCOG is using this year's criminal justice survey, which helps determine those regional priorities, to also collect stakeholder input for the strategic plan. Mr. Simon noted some areas where the current plan can be improved is how the plan itself addresses the project application scoring process and what regional stakeholders perceive as criminal justice core services in the region.

Mr. Simon said that the survey will be available from September 16 to October 6 and would be the first time regional stakeholders can provide input into the plan. He noted that the survey results will be taken back to a Criminal Justice Advisory Committee Subcommittee for review and recommendations before going to the Criminal Justice Advisory Committee for the same.

Ms. Bruno asked how well surveys responses have been in the past, if there was a goal for the number of responses this year, and where CAPCOG is sourcing the plan's data. CAPCOG Community Development Coordinator, Karina Trevino, said CAPCOG traditional sees about 70 surveys returned out of more than 700 sent. The program would like to see upwards of 20 percent returned this year. Mr. Simon said CAPCOG sources its data from several places. He told the board they were welcome to participate more in the plan's development and welcomed them sharing or participating in the survey.

5. Consider Approving Committee Appointments

Mr. Miller said he had received two appointment requests for Solid Waste Advisory Committee, one for the GIS Planning Council and two for the Aging Advisory Council. The Solid Waste Advisory Committee recommendations included Yaira Robinson, Travis County environmental quality manager, to fill a Travis County position and Alfonso Sifuentes, the Republic Services municipal manager, to fill a private industry position. Haley Lohrke, Lee County development services director, was recommended for a Lee County position on the GIS Planning Council. And Suzanne Anderson, AGE of Central Texas CEO; and Dr. Jung Kwak, a UT School of Nursing Associate Professor; were recommended to fill city of Austin and Travis County positions on the Aging Advisory Council.

Judge Oakley made a motion to approve all the committee appointments as presented. Commissioner Howard seconded the motion. They passed unanimously.

6. Staff Reports

Mr. Miller said there were no staff reports.

7. Adjourn

Mayor White adjourned the meeting at 11:27 a.m.

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

Date

EXECUTIVE COMMITTEE MEETING

MEETING DATE: October 9, 2024

AGENDA ITEM: #3 Consider Adoption of the 2024 CAPCOG Threat and Hazard Identification and Risk Assessment (THIRA) and Stakeholder Preparedness Review (SPR)

GENERAL DESCRIPTION OF ITEM:

Every year, the Homeland Security staff, Regional Planning Subcommittee, and regional stakeholders review and revise the CAPCOG *Threat and Hazard Identification and Risk Assessment (THIRA)* and the *Stakeholder Preparedness Review (SPR)*. The CAPCOG THIRA is a three-step risk assessment process used to identify specific risks and hazards present in CAPCOG communities, how they may impact our communities, and what targeted capabilities our communities need to address these impacts. The CAPCOG SPR is a jurisdiction’s self-assessment of their current capability levels against the targets identified in the THIRA. The SPR also identifies how the capabilities have changed over the past year; specifically, those capabilities lost, sustained, and/or built.

The outputs from the 2024 CAPCOG THIRA process are used in examining capability gaps for the 2024 CAPCOG SPR. These identified gaps, along with the Federal Emergency Management Administration (FEMA)-designated investment areas, are used in the creation of applications for the State Homeland Security Grant Program (SHSP), Urban Area Security Initiative (UASI) program, and other relevant project planning discussions. Prior to submission for Executive Committee Review, the 2024 CAPCOG THIRA and SPR will have been vetted and approved by the Homeland Security Task Force during its October 3, 2024, meeting.

This year’s THIRA and SPR planning efforts continued as a combination of virtual and small group meetings that were conducted around the region. A summary of each document is being included in this agenda packet, but since these documents are for official use only, and will therefore be provided to members for review at the meeting. Once approved by the Homeland Security Task Force at its October 3, 2024, meeting, members may request a written copy of this document at any time as well.

THIS ITEM REPRESENTS A:

- New issue, project, or purchase
- Routine, regularly scheduled item
- Follow-up to previously discussed item
- Special item requested by board member
- Other

PRIMARY CONTACT/STAFF MEMBER: Martin Ritchey, Director, Homeland Security

BUDGETARY IMPACT:

Total estimated cost: N/A

Source of Funds: N/A

Is item already included in fiscal year budget? Yes No

Does item represent a new expenditure? Yes No

Does item represent a pass-through purchase? Yes No

If so, for what city/county/etc.? _____

PROCUREMENT: N/A

ACTION REQUESTED:

Consider adoption of the *2024 CAPCOG Threat and Hazard Identification and Risk Assessment (THIRA)* and the *2024 CAPCOG Stakeholder Preparedness Review (SPR)*.

BACK-UP DOCUMENTS ATTACHED:

CAPCOG 2024 THIRA and SPR Summary of Updates

BACK-UP DOCUMENTS NOT ATTACHED *(to be sent prior to meeting or will be a handout at the meeting):*

1. *2024 CAPCOG Threat and Hazard Identification and Risk Analysis (THIRA).*
2. *2024 CAPCOG Stakeholder Preparedness Review (SPR).*

2024 CAPCOG THIRA & SPR Summary

CAPCOG Threat and Hazard Identification and Risk Assessment (THIRA)

Document Purpose: The CAPCOG THIRA is designed to capture information on which threats/hazards are most likely or most impactful for the region. It creates context through “worst case” scenarios that predict potential impacts and are used to help determine Capability targets for the 32 Core Capabilities established by FEMA (see attachment). This document is submitted annually to the Texas Office of Homeland Security.

Document Summary: The first half of the THIRA document establishes scenarios upon which the region builds the overarching Core Capability goals. There are six total scenarios in the THIRA to add context to the capability targets. These include, in no particular order:

- Hazardous Material (HAZMAT) Chemical Release
- Flooding
- Wildland Fire/Asymmetric Attack/Pyroterrorism
- Cybersecurity Attack
- Pandemic (Highly Pathogenic Infectious Disease)
- Severe/Extreme Winter Weather

The addition of the Severe/Extreme Winter Weather scenario, as well as updates to the Pandemic scenario that were based on the COVID-19 Pandemic, helped capture a shift in focus towards critical infrastructure and supply-chain threats, long-term vulnerability reduction and recovery, and enhanced operational coordination.

In 2024, no drastic changes were made to the THIRA document. The 2024 revision cycle focused on cybersecurity and critical infrastructure. As the long-term goal is to update and validate each of the scenarios, each year will see an increased focus on multiple critical scenarios. The revision cycle is part of the regular planning cycle for the THIRA and allows for more realistic estimates of both the hazard impacts on the region and the level of capability needed to respond to the hazard.

The other changes in the document center around the general update of core capability context. This includes demographic changes in the region, general shifts in resource and staffing, and an update of incidents which occurred within the region or state that may impact the capability or provide better context for capability prioritization.

Overall, the target core capabilities did not change from the last THIRA.

CAPCOG Stakeholder Preparedness Review (SPR)

Document Purpose: The SPR builds on the THIRA to estimate where the region stands in relation to the 32 Core Capability goals established in the THIRA. This document establishes a narrative on what has occurred in the last year to affect core capabilities, targets, and the region as whole, then captures capability-specific areas for improvement within POETE Charts (Planning, Organization, Equipment, Training, and Exercise). These areas for improvement/POETE chart goals come from input across jurisdictions, including Hazard Mitigation Plans, incident and exercise After-Action Reports and Improvement Plans, and other strategic plans. This document is submitted annually to the Texas Office of Homeland Security.

Document Summary: The 2024 SPR adjusted the general capability gaps within the region to mirror the updates in the THIRA, as well as activity-specific projects or goals to strive towards to address these gaps, according to the appropriate POETE element. The 2024 calendar year saw a re-focusing of efforts towards, general emergency management planning and activities, including training and outreach. The emphasis on public health/pandemic planning has waned significantly, where many jurisdictions are prioritizing mass care, evacuation, special events management, and logistics.

Several recent incidents within the region and state also impacted the general focus and priorities within the region. These include, but are not limited to:

- The extreme heat and drought conditions across the state, which impacted general fire conditions and threatened critical water supply and power systems.
- Fire, flood, and winter weather activity within the region.
- Continuing concerns for cybersecurity issues and capabilities, and Information Technology Systems and the sectors that rely on them.
- Continuing repercussions/legislation related to mass casualty/fatality incidents, including the Uvalde, Texas school shooting.
- Large-scale debris and infrastructure damages due to extreme winter weather.

Overall, the CAPCOG region has worked to reevaluate the efficacy of current response plans, long-term community and infrastructure resiliency, and the availability and coordination of regional or local assets in support of a variety of response and recovery needs. Hazard Mitigation Planning and Continuity for critical infrastructure has become a priority. This includes continued work on interoperable communications and cybersecurity protocols and systems within the region. A concentrated effort to reevaluate Regional Response Plans and Mutual Aid Agreements at the regional and local level was also initiated and will be continued into 2025.

The document concludes with the identification of Core Capabilities to sustain or grow in the next year:

Sustain in 2025	Build in 2025
<input type="checkbox"/> Operational Coordination <input type="checkbox"/> Interdiction and Disruption <input type="checkbox"/> Planning <input type="checkbox"/> Public Information & Warning	<input type="checkbox"/> Cybersecurity <input type="checkbox"/> Intelligence and Information Sharing <input type="checkbox"/> Community Resilience <input type="checkbox"/> Situational Assessment

These regional priorities do not exclude or overwrite jurisdiction-specific priorities and projects.

Attachment A: 32 Core Capabilities

The following are the 32 Core Capabilities established by the National Preparedness Goal. These capabilities assist in creating a “secure and resilient nation” across five mission areas: prevention, protection, mitigation, response, and recovery.

Planning	Public Information and Warning
Operational Coordination	Forensics and Attribution
Intelligence and Information Sharing	Interdiction and Disruption
Screening, Search, and Detection	Access Control and Identity Verification
Cybersecurity	Physical Protective Measures
Risk Management for Protection Programs and Activities	Supply Chain Integrity and Security
Community Resilience	Long-term Vulnerability Reduction
Risk and Disaster Resilience Assessment	Threats and Hazards Identification
Critical Transportation	Environmental Response, Health and Safety
Fatality Management Services	Fire Management and Suppression
Logistics and Supply Chain Management	Mass Care Services
Mass Search and Rescue Operations	On-scene Security, Protection, and Law Enforcement
Operational Communication	Public Health, Healthcare, and Emergency Medical Services
Situational Assessment	Infrastructure Systems
Economic Recovery	Health and Social Services
Housing	Natural and Cultural Resources

EXECUTIVE COMMITTEE MEETING

MEETING DATE: Oct. 9, 2024

AGENDA ITEM: #4 Consider Approving Appointments to Advisory Committees

GENERAL DESCRIPTION OF ITEM:

This is the monthly item for filling positions on our Advisory Committees; please let us know if our staff can assist in identifying interested persons to serve. It is presumed that both city and county representatives will collaborate when making appointments.

THIS ITEM REPRESENTS A:

- New issue, project, or purchase
- Routine, regularly scheduled item
- Follow-up to a previously discussed item
- Special item requested by board member
- Other

PRIMARY CONTACT/STAFF MEMBER: **Mason W. Canales, Regional Outreach & Information Manager**

BUDGETARY IMPACT:

Total estimated cost: N/A

Source of Funds: N/A

Is item already included in fiscal year budget? Yes No

Does item represent a new expenditure? Yes No

Does item represent a pass-through purchase? Yes No

If so, for what city/county/etc.? _____

PROCUREMENT: N/A

ACTION REQUESTED:

Approve any advisory committee recommendations.

BACK-UP DOCUMENTS ATTACHED:

N/A

BACK-UP DOCUMENTS NOT ATTACHED (to be sent prior to meeting or will be a handout at the meeting):

1. Executive Committee attendance roster
2. Advisory Committee attendance rosters