



Executive Committee | Summary Minutes

10 a.m., Wednesday, Jan. 8, 2025
CAPCOG Lantana Room
6800 Bureson Road
Building 310, Suite 155
Austin, Texas 78744

Present (15)

Judge Brett Bray, *Blanco County*, **Chair**
Council Member Doug Weiss, *City of Pflugerville*, **1st Vice Chair**
Judge Ron Cunningham, *Llano County*, **2nd Vice Chair & Parliamentarian**
Mayor Pro Tem Steve Hougen, *City of Granite Shoals*, **Secretary**
Commissioner Clara Beckett, *Bastrop County*
Mayor Lyle Nelson, *City of Bastrop*

Council Member Kevin Hight, *City of Bee Cave*
Judge Hoppy Haden, *Caldwell County*
Judge Dan Mueller, *Fayette County*
Commissioner Walt Smith, *Hays County*
Council Member Frank Ortega, *City of Round Rock*
Mayor Jane Hughson, *City of San Marcos*
Ms. Cathy Meek, *City of Smithville*
Commissioner Ann Howard, *Travis County*
Commissioner Cynthia Long, *Williamson County*

Absent (11)

Mayor Lew White, *City of Lockhart*, **Immediate Past Chair**
Commissioner Joe Don Dockery, *Burnet County*
Council Member Ron Garland, *City of Georgetown*
Mr. David McDonald, *City of Leander*

Commissioner Steven Knobloch, *Lee County*
Mr. Robert Garcia, *City of Taylor*
Judge Andy Brown, *Travis County*
Commissioner Russ Boles, *Williamson County*

1. Call to Order and Opening Remarks by the Chair

Judge Bray called the meeting to order at 10:09 a.m. The pledges of allegiance to the national and state flags.

2. Consider Approving Minutes for the December 11, 2024 Meeting

The motion to approve the December 11, 2024 minutes was made by Commissioner Long. Commissioner Howard seconded the motion. It passed unanimously.

3. Consider Electing Executive Committee Officers for 2025

Chris Miller, Executive Director

Mr. Miller explained that it's just confirmation of what the General Assembly received. Commissioner Long made a motion to elect the officers as recommended by the nominating committee. Commissioner Smith seconded. It passed unanimously.

Judge Bray moved items 7 and 8 ahead of item 4.

7. Review Older American Act Services and the impact on the Capital Region

Jennifer Scott, Director of Aging Services

A closed executive session may be held on any of the above agenda items when legally justified pursuant to Subchapter D of the Texas Open Meetings Act (Texas Government Code Chapter 551).

Ms. Scott presented an overview of the Older American Act. The Older American Act expired in September of 2024. It has not been fully amended since the year 2000. During her overview she discussed which aging services programs are funded through the act and some of the metrics of how that funding is spent locally.

Commissioner Smith asked if there was data on what was found during ombudsman visits.

Ms. Scott presented an overview of the Ombudsman Program. Ms. Scott explained the specific data cannot be shared because it's confidential, but she could provide the trends from the state ombudsman. The ombudsman attends resident council meetings and family council meetings. The state ombudsman then compiles the data from the database and uses the trends to make suggestions for future legislation.

Commissioner Smith inquired about knowing if problems are a Hays County problem, or a regional problem in the facilities. He emphasized how important it is to have the data accessed in a usable way.

Ms. Scott explained how accessing the rating system on the HHSC site would assist with expressing the finding of a particular facility.

Mayor Hughson inquired about reporting issues when serious situations are discovered.

Ms. Scott explained that long-term care regulatory will be notified, which in turn triggers an investigation.

Commissioner Smith's voiced his concerns with Hays County overall trends rising because of the new facilities in the county doing well, when the rural county facilities are struggling with maintaining decent facilities.

Judge Cunningham inquired about the steps someone would take to make a complaint.

Ms. Scott explained the complaints can be submitted anonymously or not. The long-term care investigator will then communicate with the person making the complaint.

Judge Cunningham thanked Ms. Scott for her passion and stated the facilities are kept alive because of people like her.

Ms. Scott said CAPCOG also pays for the installation and the first three months of Life Alert through programs funded by the act. After that the person will pay for the monthly subscription. Between the ADRC and the AAA 7,790 informational and referral calls were answered last year.

8. Ombudsman Program Annual COI Screening

Jennifer Scott, Director of Aging Services

Ms. Scott presented the Ombudsman Program Annual COI Screening. The ombudsman required CAPCOG to ensure there are no organizational conflicts with the ombudsman program. There can be no financial interests, ownership interests, or sitting on a board for any companies that operate a long-term care facility. If any of the members have a conflict of interest, it needs to be disclosed.

Judge Bray made it clear that no one was raising their hands, and it is reflected in the minutes.

Ms. Scott said the thirteen members that were not present received the information in their packet. They have been informed, and the packet explained, they had to disclose if they had any conflict of interest.

Judge Bray thanked Ms. Scott and expressed how much his community enjoyed her presentation when she visited.

4. Consider Approving Resolutions Authorizing Submission of Homeland Security Grant Applications for FY 2026

Martin Ritchey, Director of Homeland Security

Mr. Ritchey presented Approving Resolutions Authorizing Submission of Homeland Security Grant Applications for FY 2026. He explained that the board is not deciding on proceeding or giving Homeland Security permission to conduct the activities in the grants, but CAPCOG must have a resolution from its governing body before submitting applications to the Office of the Governor funding opportunities.

Mr. Ritchey requested an approval of Resolutions 1-4.

Mayor Hughson made a motion to approve. Judge Cunningham seconded. The motion passed unanimously.

5. Consider Adopting a Resolution Providing Signature Authority to Individuals for the Capital Area Council of Governments

Silvia Alvarado, Director of Finance

Ms. Alvarado presented the Resolution Providing Signature Authority to Individuals for the Capital Area Council of Governments. She explained that due to the newly elected officers, the resolution with the bank must be updated to include Judge Bray and Mayor Pro Tem Hougen.

Mayor Hughson made a motion to approve the signature authority, and Judge Haden seconded. The motion passed unanimously.

6. Consider Appointing CAPCOG Advisory Committee Board Liaisons and Advisory Committee Appointments

Chris Miller, Executive Director

Mr. Miller asked Mr. Hoekzema to present the CAPCOG Advisory Committee Board Liaisons and Advisory Committee Appointments. He discussed the six formal advisory committees. The Aging Advisory Council is unique because CAPCOG gets to count board members participation in that committee as local match. The administrative budget for Area Agency on Aging (AAA) requires a 25 percent match. CAPCOG must use membership dues towards a match. It's beneficial to have that advisory committee fully stocked with a maximum participation because we get to count all of the hours as match. This reduces the amount of local funding CAPCOG must utilize to meet the requirements. CAPCOG has a couple of vacancies on Aging Advisory Council. Travis, Burnet and Williamson counties are encouraged to find qualified, interested volunteers.

Criminal Justice Advisory Council (CJAC) is a collection of different representatives around the region. The Office of the Governor charges CAPCOG and provides funding for the Homeland Security Program, and the Criminal Justice Program. The Office of the Governor provides \$7 million to \$8 million in grants to the CAPCOG regions. The CAPCOG Executive Committee assists in prioritizing the grant applications, with the recommendations from CJAC. There are three vacancies on CJAC.

The Geographical Information Planning Council is a technical committee. The GIS program supports the Emergency Communications Division. Mayor Hughson has been the Board liaison for that for a while. They meet quarterly.

The Homeland Security Taskforce meets monthly and the Board Liaison for that is Burnet County Commissioner Dockery.

The Law Enforcement Education Committee helps guide the law enforcement and sets standards for the curriculum. Mayor Pro Tem Baker left a vacancy on the committee when he departed last year.

The Solid Waste Advisory Committee helps prioritize grant funding for solid waste activity across the region. The state provides the funding to each COG to help implement the solid waste plan. The Solid Waste Advisory Committee helps prioritize the grant applications to be funded. The SWAC meets at least twice annually. The SWAC has one vacancy.

The Law Enforcement Education Committee has specific requirements to hold the position.

Mr. Hoekzema requested that the Board appoint liaisons for the Aging Area Council, the Law Enforcement Education Committee, and the CJAC.

Commissioner Long volunteered for Aging Advisory Council. Judge Cunningham volunteered for the Regional Law Enforcement Academy. Commissioner Smith volunteered for the Criminal Justice Advisory Committee. Beckie Estill was appointed to the Aging Advisory Council, and Council Member Frank Ortega is serving as the second.

Mayor Hughson made a motion to adopt all the nominations, and Judge Cunningham seconded the motion. The motion passed unanimously.

9. Staff Reports

Chris Miller, Executive Director

Mr. Miller discussed the Legislative Breakfast, and how it provided the ability to inform the legislators of CAPCOG's availability to them. Mr. Miller mentioned his upcoming community meeting with Judge Cunningham in Llano County. Going forward the city will be invited to community meetings as well. He mentioned his meeting with the City of Lockhart the previous night. Said Shaun Seale will be setting up meetings with the new members and Mr. Miller in the near future.

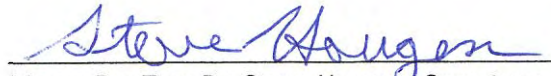
A building committee meeting was held at the end of the Executive Committee meeting in December. An RFP for a real estate broker is forthcoming.

Judge Bray inquired about meeting with Ms. Scott regarding the AAA information. Mr. Miller said that could be arranged. Commissioner Smith mentioned having AAA data would be helpful to his court and others.

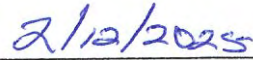
Mayor Hughson asked if all the legislators attended the Legislative Breakfast. Mr. Miller said, Senator Eckhardt, Senator Flores, Representative Troxclair, Representative Hinojosa, Representative Virdell, Representative Harris Davila, and Representative Goodwin. Mr. Hoekzema stated the only offices not represented were Senator Schwertner, Rep. Kitzman, and Rep. Zwiener. The other offices had the member themselves or their staff attend.

10. Adjourn

The meeting adjourned at 11:19 a.m.



Mayor Pro Tem Dr. Steve Hougren, Secretary
Executive Committee
Capital Area Council of Governments



Date