



## CAECD Board of Managers | Agenda

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10:30 a.m., or upon adjournment of the Executive Committee  
Wednesday, March 8, 2023  
CAPCOG Lantana Room  
6800 Burleson Road, Bld. 310, Ste. 155  
Austin, Texas 78744

Judge James Oakley, Burnet County, **Chair**  
Mayor Lew White, City of Lockhart, **First Vice Chair**  
Commissioner Debbie Ingalsbe, Hays County, **Second Vice Chair**  
Council Member 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  
Mayor Connie Schroeder, City of Bastrop  
Council Member Kevin Hight, City of Bee Cave  
Judge Brett Bray, Blanco County  
Mayor Rachel Lumpee, City of Blanco  
Commissioner Joe Don Dockery, Burnet County  
Judge Hoppy Haden, Caldwell County  
Judge Dan Mueller, Fayette County

Council Member Ron Garland, City of Georgetown  
Council Member Esmeralda 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 Janice Bruno, City of Smithville  
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 Terry Wilson

1. **Call to Order and opening remarks by the Chair**
2. **Consider Approving Minutes for the February 8, 2023 Meeting**
3. **Consider Adopting a Resolution Recognizing National Public Safety Telecommunicators Week**  
Richard Morales Jr., Director of Emergency Communications
4. **Consider Funding AT&T Virtual Private Network (AVPN) Fiber Construction Cost**  
Richard Morales Jr., Director of Emergency Communications
5. **Consider Approving Appointments to Committee**  
Deborah Brea, Executive Assistant
6. **Staff Reports**  
Betty Voights, Executive Director
7. **Adjourn**



## CAECD Board of Managers | Summary Minutes

10:30 a.m., or upon adjournment of the Executive Committee, Wednesday, Feb. 8, 2023  
6800 Bureson Road  
Building 310, Suite 165  
Austin, Texas 78744

### Present (20)

Judge James Oakley, Burnet County, **Chair**  
Mayor Lew White, City of Lockhart, **1st Vice Chair**  
Commissioner Debbie Ingalsbe, Hays County, **2nd Vice Chair**  
Council Member Matthew Baker, City of Round Rock, **Secretary**  
Mayor Jane Hughson, City of San Marcos, **Parliamentarian**  
Mayor Brandt Rydell, City of Taylor, **Immediate Past Chair**  
Mayor Connie Schroeder, City of Bastrop  
Council Member Kevin Hight, City of Bee Cave

Judge Brett Bray, Blanco County  
Mayor Rachel Lumpee, City of Blanco  
Commissioner Joe Don Dockery, Burnet County  
Judge Hoppy Haden, Caldwell County  
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 Janice Bruno, City of Smithville  
Judge Andy Brown, Travis County  
Commissioner Cynthia Long, Williamson County  
Commissioner Russ Boles, Williamson County

### Absent (8)

Council Member Mackenzie Kelly, City of Austin  
Commissioner Clara Beckett, Bastrop County  
Judge Dan Mueller, Fayette County  
Council Member Ron Garland, City of Georgetown

Commissioner Ann Howard, Travis County  
Senator Pete Flores  
Representative Stan Gerdes  
Representative Terry Wilson

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

Judge Oakley called the meeting to order at 10:39 a.m.

#### 2. **Consider Approving Minutes for the January 11, 2023 Meeting**

Judge Oakley asked for approval of the January 11, 2023 CAECD Board of Managers' meeting minutes. A motion was made by Mayor White to approve the minutes. Mayor Hughson seconded the motion. The motion passed unanimously.

#### 3. **Consider Funding Burnet County PSAP Replacement Recording System**

##### **Richard Morales, Emergency Communications Director**

Mr. Morales said Burnet County is upgrading its PSAP's call recording equipment. He noted emergency communications district funds are used to support 9-1-1 calls but not dispatch and other radio communication traffic. Because the equipment is being used for other operations, CAPCOG has recommended paying \$61,049 of the \$134,832 Burnet County is paying to purchase the recording equipment. The CAPCOG portion was determined by the number of 9-1-1 lines used and a percentage of the equipment that is required to record 9-1-1 calls.

Judge Bray asked if any other PSAP recording systems were upgraded recently. Mr. Morales said Georgetown and Llano County have been upgraded, but additional recording systems will probably need upgrading in the near future. Judge Bray asked if a county could be reimbursed retroactively, and Mr. Morales said yes.

A motion was made by Commissioner Long to approve the funding to replace the recording system in Burnet County's PSAP. Commissioner Ingalsbe seconded the motion. The motion passed unanimously.

**4. Consider Funding RBUC Motorola Radio Dispatch Console Annual Maintenance Cost**

**Richard Morales, Emergency Communications Director**

Mr. Morales said the regional back-up center (RBUC) uses 10 Motorola dispatch consoles for operating on the Greater Austin/Travis Regional Radio System (GATRRS) and 10 for the LCRA system so all PSAPs can properly communicate throughout the region while using the center. He noted the maintenance cost of the Motorola radios is \$68,500 annually which can be repaid to the city of Austin through an existing inter-local agreement with the city. Mr. Morales said the LCRA radio consoles maintenance cost has been budgeted for since FY 2021. The maintenance cost includes security and software updates.

A motion was made by Commissioner Long made to fund the RBUC's Motorola Radio Dispatch Console annual maintenance cost. Commissioner Ingalsbe seconded the motion. The motion passed unanimously.

**5. Consider Approving Appointments to Committee**

**Deborah Brea, Executive Assistant**

Ms. Brea said there were no recommended appointments.

No action was taken.

**6. Staff Reports**

**Betty Voights, Executive Director**

Mr. Morales explained to the board that CAPCOG staff routinely conducts 9-1-1 test calls to ensure calls are properly routed to the correct PSAPs with matching address information. He noted such testing takes time to coordinate because they need to go to a live call station at a PSAP and staff must be available to visually inspect the information. The COG generally tries to limit the number of test calls to 15 per PSAP per day so 9-1-1 calls are not impeded. Mr. Morales said state legislation has been introduced that would require school districts to install panic buttons. He said one school district in the region, which crosses multiple PSAP boundaries, has already made a request to test all its panic buttons and if CAPCOG was to conduct these test calls, an estimated 7,000, it would take one employee, working 6-hour days, 19 days to complete the testing. Ms. Voights said CAPCOG is not going to have the resources to do such testing.

Commissioner Boles said CAPCOG nor the PSAPs will have the staff to do those tests especially since there is already staffing shortages. He asked if it would be possible to hire a contractor to complete the tests throughout the region. Discussion followed regarding the likelihood of many types of panic buttons which may flow through an intermediary instead of directly to the PSAP, but she also noted that pushing a panic button still means a 9-1-1 call goes into a PSAP and a first responded must be dispatched. Council Member Baker said he would like to see additional information and proposals on how CAPCOG could manage the testing, while Mayor Schroeder suggested that CAPCOG should determine the process for completing such testing and take it to the school districts instead of waiting for requests. Mr. Morales said CAPCOG is already working with the initial requesting school district to determine processes and protocols that may make the testing more manageable. Ms. Voights said a workgroup may need to be created to explore how these tests will impact the district and the PSAPs as well as options for conducting these tests.

Ms. Voights provided an update about possible legislation to increase the 9-1-1 service fee from 50 cents. She said recent recommendations are now seeking to increase the fee to 85 cents instead of the previous recommendation of 75 cents. She said a bill is being worked on that would let the state's Commission on State Emergency Communications set the fee which could mean the fee will fluctuate based on the commission's legislative appropriations ever two years. She also explained that emergency communications districts are looking to extend the end date for the ARPA funding provided by Senate Bill

8 to make Next-Generation 9-1-1 upgrades.

Mr. Morales said the district’s percentage for all 9-1-1 call-answering times before 15 seconds fell below NENA national standard in October to 83 percent, but it has raised to more than 86 percent in November. He noted staffing shortages throughout the region, just as those experienced nationally, are a contributing factor to not meeting the standard.

**7. Adjourn**

Judge Oakley adjourned me meeting at 11:15 a.m.

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Council Member Matt Baker, Secretary  
Board of Managers  
Capital Area Emergency Communications District

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Date

**CAPITAL AREA EMERGENCY COMMUNICATIONS DISTRICT  
BOARD OF MANAGERS MEETING**

**MEETING DATE:** March 8, 2023

**AGENDA ITEM:** #3 Consider Adopting a Resolution Recognizing National Public Safety Telecommunicators Week

**GENERAL DESCRIPTION OF ITEM:**

Each year, the second full week in April is designated as National Public Safety Telecommunicators Week to honor their commitment, service, and sacrifice. Both the U.S. President and the Texas Governor issue official proclamations recognizing the work of Public Safety Telecommunicators. This year, National Public Safety Telecommunicators Week is April 9th through 15th, 2023. To express recognition, appreciation, and support of all Public Safety Telecommunicators in the region, staff recommends adoption of the attached Resolution.

**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:** **Richard Morales Jr., Director of Emergency Communications**

**BUDGETARY IMPACT OF AGENDA ITEM:**

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

**ACTIONS REQUESTED:** Consider adopting a Resolution Recognizing National Public Safety Telecommunicators Week.

**BACK-UP DOCUMENTS ATTACHED:**

1. Resolution recognizing April 9-15, 2023, as National Public Safety Telecommunicators Weeks

**BACK-UP DOCUMENTS NOT ATTACHED** (to be sent prior to meeting or will be a handout at the meeting): None



## **A PROCLAMATION AUTHORIZING RECOGNITION OF NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK**

**WHEREAS**, the Capital Area Council of Governments (CAPCOG) is a political subdivision of the State serving Bastrop, Blanco, Burnet, Caldwell, Fayette, Hays, Lee, Llano, Travis, and Williamson counties; and,

**WHEREAS**, CAPCOG is committed to providing a high-quality emergency communications system to the residents of the region; and,

**WHEREAS**, CAPCOG recognizes the professional and unending services of the telecommunicators who answer 9-1-1 calls on a daily basis; and,

**WHEREAS**, the 9-1-1 telecommunicators are the link between people calling for help in an emergency situation and the emergency response agencies who arrive on the scene ; and,

**WHEREAS**, the 9-1-1 telecommunicators are the true backbone of the 9-1-1 system; and,

**WHEREAS**, the President of the United States has historically acknowledged the second week of April as National Public Safety Telecommunicators Week ; and,

**THEREFORE, BE IT RESOLVED**, that, on behalf of the more than 800 telecommunicators in the CAPCOG region, the Executive Board of the Capital Area Council of Governments hereby declares the week of April 9th—15th, 2023, to be National Public Safety Telecommunicators Week and encourages all local governments to sign a similar resolution and all 9-1-1 Emergency Communications Centers are encouraged to celebrate this week with appropriate activities and commemorations.

Resolution adopted by the Executive Committee of the Capital Area Council of Governments on this 8<sup>th</sup> day of March, 2023.

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Judge James Oakley, Chair  
Executive Committee  
Capital Area Council of Governments

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Council Member Matthew Baker, Secretary  
Executive Committee  
Capital Area Council of Governments

**CAPITAL AREA EMERGENCY COMMUNICATIONS DISTRICT  
BOARD OF MANAGERS MEETING**

**MEETING DATE:** March 8, 2023

**AGENDA ITEM:** #4 Consider Funding AT&T Virtual Private Network (AVPN) Fiber Construction Cost

**GENERAL DESCRIPTION OF ITEM:**

On July 13, 2022, the Board of Managers approved the AT&T Virtual Private Network (AVPN) copper to fiber conversion. At that time no construction cost were associated or identified by the commercial carriers, however, after further review by their engineers, a construction cost in the amount of \$51,670.08 was identified for one location. The Llano County SO Public Safety Answering Point (PSAP) was identified as requiring 11,000 feet of fiber to connect the circuit. With the overall predicted monthly service cost savings of \$295K for FY2023, this construction cost will not require any additional funding for FY2023. The placement of this AVPN fiber circuit will improve resiliency for Llano County SO PSAP and the entire NG9-1-1 network.

**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:** Richard Morales Jr., Director of Emergency Communications

**BUDGETARY IMPACT:**

Total estimated cost: \$51,670.08

Source of Funds: CAECD revenue

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.? N/A

**PROCUREMENT:** The existing AT&T AVPN Fiber circuits were purchased under Universal Master contract and the DIR contract pricing.

**ACTION REQUESTED:** Approve funding of the AT&T AVPN Fiber construction cost.

**BACK-UP DOCUMENTS ATTACHED:** None

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

1. ATT1: AT&T AVPN Construction Cost Quote