



Executive Committee | Summary Minutes

10:00 a.m. Wednesday, January 13, 2021

Access via Zoom or Conference Call:

<https://zoom.us/j/92706715563?pwd=TXRvQnVXRHZ4L3hCU2Y5TnJ1T0pOQT09>

Dial in: +346 248 7799

Member ID: 927 0671 5563

Access Code: 971196

Present (22)

Judge Paul Pape, Bastrop County, **Chair**
Mayor Brandt Rydell, City of Taylor, **First Vice Chair**
Judge James Oakley, Burnet County, **Second Vice Chair**
Mayor Lew White, City of Lockhart, **Secretary**
Judge Ron Cunningham, Llano County, **Parliamentarian**
Mayor Jane Hughson, City of San Marcos, **Immediate Past President**
Mayor Pro Tem Lyle Nelson, City of Bastrop
Council Member Andrea Willott, City of Bee Cave
Judge Brett Bray, Blanco County
Commissioner Joe Don Dockery, Burnet County
Judge Hoppy Haden, Caldwell County
Judge Joe Weber, Fayette County
Mayor Pro Tem Kevin Pitts, City of Georgetown
Commissioner Debbie Ingalsbe, Hays County

Council Member Christine Sederquist, City of Leander
Council Member Mike Heath, City of Pflugerville
Council Member Matthew Baker, City of Round Rock
Council Member William Gordon, City of Smithville
Commissioner Ann Howard, Travis County
Commissioner Brigid Shea, Travis County
Commissioner Russ Boles, Williamson County
Commissioner Cynthia Long, Williamson County

Absent (1)

Mayor Sandy Cox, City of Lakeway

1. **Call to Order and Pledge of Allegiance by the Chair**

Mayor Hughson called the meeting to order at 10:00 a.m. and confirmed the quorum. She then asked Mayor Rydell to lead the Executive Committee in the Pledge of Allegiance which he did.

2. **Consider Approval of Minutes for the December 9, 2020 Executive Committee Meeting**

A motion was made by Council Member Gordon to approve the December 9, 2020 meeting minutes. Commissioner Ingalsbe seconded the motion. The motion passed unanimously.

3. **Consider Electing Executive Committee Officers for 2021**

Betty Voights, Executive Director

Mayor Hughson thanked the Executive Committee, Ms. Voights and the CAPCOG staff for their commitment to CAPCOG and its mission.

Mayor Hughson then reviewed the list of Executive Committee officers recommended by the nominating committee. The recommendations for the 2021 Executive Committee officers were as follows:

Chair – Bastrop County Judge Paul Pape
First Vice Chair – Taylor Mayor Brandt Rydell
Second Vice Chair – Burnet County Judge James Oakley
Secretary – Lockhart Mayor Lew White
Parliamentarian – Llano County Judge Ron Cunningham
Immediate Past Chair – San Marcos Mayor Jane Hughson

Mayor Hughson asked if there were any other nominations. There were no other nominations. A motion was made by Commissioner Ingalsbe to elect the recommended Executive Committee officers as presented. Council Member Gordon seconded the motion. The motion passed unanimously.

Mayor Hughson turned the meeting over to Judge Pape. Judge Pape thanked Mayor Hughson for her service as the CAPCOG Executive Committee chair.

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

Betty Voights, Executive Director

Ms. Voights recognized two new board members to the Executive Committee – Travis County Commissioner Ann Howard and Georgetown Mayor Pro Tem Kevin Pitts. She then deferred to Ms. Bowman for this agenda item.

Ms. Bowman reported this was an annual agenda item that updates the signature authority with CAPCOG's financial institution when the officers of the Executive Committee change. The Resolution authorizes the new Chair and Secretary as well as the CAPCOG Executive Director, Director of Administration, and Director of Finance to hold signature authority for signing and countersigning disbursements of CAPCOG funds. She reminded the committee that checks over five thousand dollars requires two signatures and that CAPCOG is on a positive pay system.

A motion was made by Commissioner Shea to adopt the resolution providing signature authority to individuals for the Capital Area Council of Governments. Judge Cunningham seconded the motion. The motion passed unanimously.

5. Consider Designating Board Member for the Texas Association of Regional Councils

Betty Voights, Executive Director

Ms. Voights explained the Texas Association of Regional Councils (TARC) is the state association for all 24 councils of governments. TARC meets three times annually in Austin. The TARC representative has a four-year term limit, currently Judge Pape, however he has declined to finish his four-year term; therefore, Ms. Voights is seeking a volunteer to be CAPCOG's representative for this slot. The representative is also eligible to serve on any of TARC's committees. Ms. Voights stated she reached out to those on the Executive Committee she thought would be interested in serving on the TARC board, and of those, Commissioner Dockery indicated he would be willing to serve. Judge Oakley recommended Commissioner Dockery and he accepted the recommendation.

Judge Oakley made a motion to appoint Commissioner Dockery as a member to the Texas Association of Regional Councils. Mayor Pro Tem Nelson seconded the motion. The motion passed unanimously.

6. Consider Ratifying the 2021 Capital Area Economic District Board Membership

Betty Voights, Executive Director

Ms. Voights asked if any members of the Executive Committee would be interesting in serving on the Capital Area Economic Development District (CAEDD) board. She pointed the number of elected officials on the board was down from six to three members, which include Mayor Hughson, Mayor Cox and Council Member Sederquist.

Ms. Voights reviewed the proposed roster indicating six members had been dropped due to non-attendance. She pointed out there was a total of nine meetings held last year, six were CAEDD meetings and three focused on the CEDS development, all of which were virtual. She touched on the committee qualifications noting that the CAEDD membership is a different committee as the appointments do not belong the cities or counties. The members represent the interest groups in the region such as workforce, business association, higher education, utilities, transportation and human services among others.

Council Member Heath, Commissioner Ingalsbe, and Judge Haden volunteered to serve on the CAEDD board and was added to the roster to be ratified.

Judge Cunningham stated he had just received information from LCRA that Mark Willis was no longer with LCRA and that his replacement would be who LCRA would recommend for appointment to the CAEDD and that he would forward the individuals contact information to Ms. Voights. Mayor White indicated he would like to serve on the CAEDD board or get someone from his council to participate.

A motion was made by Judge Oakley to ratify the 2021 Capital Area Economic District Board membership roster as modified. Commissioner Sederquist seconded the motion. The motion passed unanimously.

7. Review CAPCOG Advisory Committees' Membership and Criteria and Appoint Executive Committee Liaisons for the Calendar Year 2021.

Sheila Jennings, Director of Administration

Ms. Jennings presented a PowerPoint presentation on the CAPCOG Advisory Committees. The presentation outlined the Advisory Committees and the roles and responsibilities of Executive Committee as it relates to the Advisory Committees. Ms. Jennings pointed out that CAPCOG has seven advisory committees that are appointed by the Executive Committee and noted the current Executive Committee liaison for each committee:

- Aging Advisory Council (AAC) – Vacant
- Criminal Justice Advisory Committee (CJAC) – Council Member Mike Heath
- Geographic Information Systems Planning Council (GISPC) – Mayor Jane Hughson
- Homeland Security Task Force (HSTF) – Commissioner Joe Doe Dockery
- Law Enforcement Education Committee (LEEC) – Judge Ron Cunningham
- Solid Waste Advisory Committee (SWAC) – Judge Hoppy Haden
- Strategic Advisory Committee of the Capital Area Emergency Communications District (9-1-1) appointed by the CAEDD Board of Managers.

Ms. Jennings pointed out that there are other committees that are not appointed by the Executive Committee – Capital Area Regional Transportation Planning Organization (CARTPO), Clean Air Coalition (CAC), Regional Environmental Task Force (RETF), and Capital Area Economic Development District (CAEDD). Included in this action is the designation of a non-voting Board liaison to each committee with a vacancy.

Council Member Baker volunteered to serve as the Executive Committee liaison for the AAC.

A motion was made Mayor Hughson to approve the Executive Committee Board liaison appointments as presented with the addition of Council Member Baker to the AAC. Commissioner Shea seconded the motion. The motion passed unanimously.

8. Consider Approving Appointments to Advisory Committees

Deborah Brea, Executive Assistant

Ms. Brea reported Commissioner Shea recommended Latress Cooke to the CJAC for the Travis County slot to replace Teresa LeClerq, who resigned in October.

A motion was made by Commissioner Shea to approve the appointment. Commissioner Ingalsbe seconded the motion. The motion passed unanimously.

9. Staff Reports

Betty Voights, Executive Director

- Ms. Voights explained HHSC is requiring she certify that no member of the Executive Committee has an organizational conflict of interest, ownership, investment or employment in any long-term care facility. Ms. Voights asked that members of the Executive Committee notify her of any such conflicts; she stated that if she does not hear otherwise, she will certify that no members of the Executive Committee have any such conflicts.
- CJAC and Homeland Security grants are being submitted right now. Ms. Voights reminded members of the Executive Committee to encourage their staff to get their projects in, if they had not already done so.
- Austin Public Health Care – Ms. Voights stated Mayor Adler reached out to her and is interested in a regional COVID vaccine coalition. Martin Ritchey, who is the Homeland Security Director, is working on this and has scheduled a meeting next Tuesday.
- General Assembly (GA) meeting in February – Ms. Voights stated she attended the Lee County Commissioners meeting on Monday. Lee County appointed Commissioner Steven Knobloch to their GA slot, made appointments to the SWAC and working on an appointment recommendation for AAC. Since Lee County only has one GA slot, Commissioner Knobloch will automatically be their Executive Committee member. Ms. Voights noted that the Executive Committee can fill vacancies during the year, but since this position did not start out as a vacancy this year, there will need to be a GA meeting in February to fill this slot.
- Law Enforcement Training – Ms. Voights reported that last Session legislators had added courses and hours to the BPOC, making the test difficult and she was hearing there is a 30 percent failure rate. CAPCOG’s first BPOC had 17 cadets and 16 passed.

10. Adjourn

The meeting was adjourned at 11:06 a.m.



 Mayor Lew White, Secretary
 Executive Committee
 Capital Area Council of Governments

3-8-21

Date

Persons wishing to provide comment on an agenda item during the Executive Committee Meeting may do so by emailing Mason Canales at mcanales@capcog.org no later than 5 p.m., Tuesday January 12, 2021. Please include the participants first and last name, organization, county representing and the agenda item for which comment is being provided. Comments will have a time limit of three minutes each. Persons who join the Executive Committee Meeting will be provided a call-in number to participate remotely.