



Executive Committee | Summary Minutes

10 a.m., Wednesday, Oct. 13, 2021
6800 Burleson Road
Building 310, Suite 165
Austin, Texas 78744

Present (17)

Judge Paul Pape, Bastrop County, **Chair**
Mayor Brandt Rydell, City of Taylor, **1st Vice Chair**
Judge James Oakley, Burnet County, **2nd Vice Chair**
Mayor Lew White, City of Lockhart, **Secretary**
Judge Ron Cunningham, Llano County, **Parliamentarian**
Mayor Jane Hughson, City of San Marcos, **Immediate Past Chair**
Mayor Pro Tem Lyle Nelson, City of Bastrop
Council Member Kevin Hight, City of Bee Cave

Judge Brett Bray, Blanco County
Commissioner Joe Don Dockery, Burnet County
Judge Joe Weber, Fayette County
Mayor Christine Sederquist, City of Leander
Commissioner Steven Knobloch, Lee County
Council Member Mike Heath, City of Pflugerville
Council Member Matthew Baker, City of Round Rock
Commissioner Ann Howard, Travis County
Commissioner Brigid Shea, Travis County

Absent (11)

Council Member Mackenzie Kelly, City of Austin
Judge Hoppy Haden, Caldwell County
Mayor Pro Tem Kevin Pitts, City of Georgetown
Commissioner Debbie Ingalsbe, Hays County
Council Member Janice Bruno, City of Smithville
Commissioner Russ Boles, Williamson County

Commissioner Cynthia Long, Williamson County
Representative John Cyrier
Representative Celia Israel
Representative Terry Wilson
Representative Erin Zwiener

1. Call to Order by the Chair

Judge Pape called the meeting to order at 10:03 a.m. and led the pledges of allegiance to the national and state flags. He asked Ms. Voights if she had any announcements. Ms. Voights introduced David Bertling as CAPCOG's Regional Law Enforcement Academy director who started in September. She said he has been visiting sheriffs and police chiefs around the region to help expand the academy's training services to rural counties. Judge Pape added the academy provides a very important service.

2. Consider Approval of Minutes for the September 8, 2021 Executive Committee Meeting

Judge Pape asked the committee to consider the minutes from Sept. 8, 2021. A motion was made by Judge Oakley to approve the minutes. Mayor White seconded the motion. The motion passed unanimously.

3. Review Annual Contracts & Recurring Monthly Expenditures of CAPCOG in FY 2022

Sheila Jennings, Director of Administration

Ms. Jennings explained every contract listed in the agenda item was previously approved by the Executive Committee and the item was informational only. She said there was about \$7 million in contracted and recurring costs budgeted for FY 2022. She highlighted contracts such as the Office Depot contact, which was procured through a cooperative purchasing agreement and provides CAPCOG with office supplies; and the Austin Tx III SFG contract, which is the landlord for CAPCOG's leased office space.

Judge Pape asked if anyone had questions for Ms. Jennings. No one had questions.

4. Consider Approving Contracts for Medical, Basic Life, Voluntary Life, Long Term Disability Insurance, Dental, and Vision Benefits for CAPCOG Employees

Sheila Jennings, Director of Administration

Ms. Jennings explained CAPCOG took bids this year for its employee health insurance to check the market

and was recommending that CAPCOG stay with TML Health for medical coverage and contract its dental insurance with TML Health as well. She said its previous vision benefits provider didn't submit a proposal for service and recommended switching the vision coverage to Mutual of Omaha which also will cover the basic and voluntary life insurance as well as long-term disability insurance. She stated these were all two-year rate agreements.

A motion was made by Mayor Sederquist to approve the insurance contracts. Mayor Pro Tem Nelson seconded the motion. The motion passed unanimously.

Council Member Heath asked if CAPCOG covered family members' insurance under these plans. Ms. Jennings said it didn't; however, the COG does pay about \$2,000 per year to an employee's HSA to cover the cost deductibles.

5. Consider Approval of Agreement with Juvare to Build WebEOC Boards

Martin Richey, Director of Homeland Security

Mr. Richey explained that CAPCOG had received funds from state's Coronavirus Emergency Supplemental Funding program to re-develop digital boards within WebEOC, which is a web-based tool for local jurisdictions to coordinate disaster response and mitigation efforts while recording and sharing information between jurisdictions to include the state. He noted the funds were applied for on April 14, 2021, but the COG wasn't awarded the monies until late August 2021. Mr. Richey said WebEOC is routinely used, but it hasn't received a major upgrade in more than a decade. CAPCOG has worked with its regional stakeholders to determine what features could be upgraded to better suit local jurisdictions, and those features would be developed and implemented with this agreement.

Judge Pape asked why this project wasn't already in the FY2022 budget. Mr. Richey stated CAPCOG was waiting for the state to award the funding before budgeting the project. Commissioner Howard asked if Juvare was the original developer of WebEOC. Mr. Richey said Juvare owns and develops the WebEOC tool.

A motion was made by Council Member Heath to approve the agreement. Mayor Hughson seconded the motion. The motion passed unanimously.

Council Member Heath asked if the tool contained all the emergency response inner-local agreements for disaster response. Mr. Richey said CAPCOG is currently re-drafting its Regional Homeland Security Response Plan, and while not responsible for individual local agreements, it will bring those agreements together so appropriate agencies can better respond to disasters. Commissioner Shea asked if the tool could be used to communicate with other critical infrastructure partners such as water districts. Mr. Richey said it's used by the hospitals and local governments, but they are working to incorporate more partners.

6. Consider Adopting a Proclamation Declaring November 2021 as National Family Caregivers Month

Patty Bordie, Director of Aging Services

Ms. Bordie told the Executive Committee this year's theme for National Family Caregivers Month is #CaregiversAnd. She noted there are 3.4 million family caregivers in Texas and nationally family caregivers provide about \$470 billion in uncompensated care, which is more money than Medicare pays out annually. CAPCOG's Area Agency on Aging of the Capital Area provide many resources for family caregivers including a free Hands-on Caregiving workshop which is taking place in Fayette County in October but can be conducted anywhere in the region.

A motion was made by Commissioner Dockery to proclaim November as National Family Caregivers Month. Council Member Baker seconded the motion. It passed unanimously.

7. Consider Approving Appointments to Advisory Committees

Deborah Brea, Executive Assistant

Ms. Brea stated Judge Cunningham had recommended Lt. Cole Reasor for the CAPCOG Law Enforcement Education Committee (LEEC) and Judge Haden nominated Jay Monkerud for the Criminal Justice Advisory Committee (CJAC). Ms. Brea said Commissioner Ingalsbe also has recommended John Paul Garza to serve as a CJAC alternate for Matt Grantham. Judge Pape asked if there were any nominations from the floor. Judge Oakley recommended Cpt. Chris Jett to the LEEC, leaving a non-law enforcement position on the LEEC for Travis County to fill.

A motion was made by Mayor White to approve the three appointments. Mayor Sederquist seconded the motion. The appointments passed unanimously.

8. Staff Reports

Betty Voights, Executive Director

Ms. Voights mentioned Greg Conte from the Texas Broadband Development Office will be attending CAPCOG's broadband roundtable discussion on October 21. The next CAPCOG basic peace officer course will be held in February and entrance exams are scheduled for October, November and December. She also mentioned CAPCOG can help create regional adult sexual assault response teams and recommended creating teams for the eastern and western portions of the region.

9. Adjourn

Judge Pape adjourned the meeting at 10:31 a.m.



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



Date