



## Executive Committee | Summary Minutes

10:00a.m. Wednesday, February 10, 2021

Access via Zoom or Conference Call:

<https://zoom.us/j/92706715563?pwd=TXRvQnVXRHZ4L3hCU2Y5TnJ1T0p0QT09>

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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

Mayor Sandy Cox, City of Lakeway  
Council Member Christine Sederquist, City of Leander  
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  
Commissioner Russ Boles, Williamson County  
Commissioner Cynthia Long, Williamson County

### Absent (1)

Council Member William Gordon, City of Smithville

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

Judge Paul Pape called the meeting to order at 10:00 a.m. and confirmed the quorum.

#### **2. Consider Approval of Minutes for the January 13, 2021 Executive Committee Meeting**

A motion was made by Judge Oakley to approve the January 13, 2021 meeting minutes. Council Member Sederquist seconded the motion. The motion passed unanimously.

#### **3. Consider Accepting the Quarterly Investment Report**

**Lisa Bowman, Director of Finance**

Ms. Bowman stated that this report was for the quarter ending December 31, 2020. The market interest rate earned for the quarter was 0.12%. The total interest earnings for the quarter was \$7,603.43. The weighted average maturity at December 31<sup>st</sup> was 34 days. Our TexPool in that yield at December 31<sup>st</sup> was 0.0909% as compared to the six months Treasury Bill Rate at December 31<sup>st</sup> which was 0.0870%. Beginning book value was \$24,091,222.37 and the ending value \$27,468,825.80.

A motion was made by Judge Oakley to accept the quarterly investment report. Mayor Pro Tem Nelson seconded the motion. The motion passed unanimously.

#### **4. Consider Adopting Resolution for Authorizing Submittal of the Regional Law Enforcement Academy (RLEA) State Fund 421 Grant Application Submission to the Governor's Office, Criminal Justice Division (CJD) for FY 2022/2023**

**Mike Jennings, Director of RLEA**

Mr. Jennings explained the office of the Governor, Criminal Justice Division requires that a resolution from the governing body be submitted as part of the grant application process. The application amount for 2022/2023 being requested is \$628,718. State grant funds from the office of the Governor provide an infrastructure for the RLEA that includes the training facility, training equipment and vehicles and a significant portion of operating cost to meet approximately 60 percent of the annual academy costs. The balance is covered by tuition for basic peace officer training and Texas Commission on Law Enforcement required classes.

Judge Pape confirmed the estimated grant amount was \$628,718 and asked if the funds would be requested when the legislature met.

Ms. Voights explained that the grant would be funded through the Governor's Office, noting that the Governor's Office works directly with TARC to determine the amount of funds to be spent and that the funds are allocated to the COG regions by a formula. She pointed out the grant was for a two-year period and would fund two thirds of the RLEA.

A motion was made by Commissioner Long to adopt a resolution for authorizing submittal of the Regional Law Enforcement Academy (RLEA) State Fund 421 grant application submission to the Governor's Office, Criminal Justice Division (CJD) for FY 2022/2023. Commissioner Ingalsbe seconded the motion. The motion passed unanimously.

**5. Consider Adopting a Resolution Authorizing Submittal of the Homeland Security Grant Program Application for Regional Planning by the Capital Area Council of Governments**  
**Martin Ritchey, Director of Homeland Security**

Mr. Ritchey explained that the next four items on the agenda were similar in that they each request adoption of a resolution for the Homeland Security grant program. He went on to state that this grant is to fund the Homeland Security Division at CAPCOG and included salaries and the operating costs.

Judge Pape asked Mr. Ritchey if each of the items needed to be discussed and voted on separately or if they could be grouped together.

Ms. Voights commented that she would like the Executive Committee to discuss each item individually.

A motion was made by Judge Oakley to adopt the resolutions authorizing submittal of the Homeland Security Grant Program application for Regional Planning by the Capital Area Council of Governments. Commissioner Shea seconded the motion. The motion passed unanimously.

**6. Consider Adopting a Resolution Authorizing Submittal of the Homeland Security Grant Program Application for CAPCOG Tier II Reporting Project by the Capital Area Council of Governments**  
**Martin Ritchey, Director of Homeland Security**

Mr. Ritchey explained that all jurisdiction throughout CAPCOG annually receive Tier II hazardous material reports from organizations that store these materials and file reports. Tier II reports are used by Regional HazMat Teams, Fire Departments, Local Emergency Planning Committees (LEPC), Emergency Management and other response agencies who have a need to know. This project annually provides a consolidation of several facilities who submitted Tier II reports from around the ten-county region. Tier II data is delivered through an online portal so that it can be accessed by our Regional HazMat Teams and Local Emergency Responders.

Previously this system was funded and implemented individually by a few jurisdictions (on grant funds) and for the past two years has been a regional project managed by CAPCOG on behalf of all jurisdictions within the COG.

A motion was made by Judge Oakley to adopt a resolution authorizing submittal of the Homeland Security grant program application for CAPCOG Tier II reporting project by the Capital Area Council of Governments. Mayor Hughson seconded the motion.

Ms. Voights stated she was not opposed to the recommendations being presented, but because some of the grant recommendations had moved through quickly the last couple of years, she wanted to be sure the Executive Committee was aware that some of these grants represent commitments for an ongoing expense and were not one time grants. She went on to say the Tier II report was not a huge commitment, but that the next item was a commitment for \$50,000 a year and related to the drone project. She further explained that this would position CAPCOG to have to apply for this money each year, noting that CAPCOG was not just competing within our region but was now competing nationally for these funds.

Ms. Voights stated that this year, she asked Mr. Ritchey to have the Homeland Security Task Force vote on the grant recommendations prior to bringing them before the Executive Committee, which she indicated they used to do a few years ago but had not been doing the last few years. Mr. Ritchey noted that the Homeland Security Task Force voted and approved the grant recommendations being presented.

Judge Pape then asked for a vote on the motion. The motion passed unanimously.

**7. Consider Adopting a Resolution Authorizing Submittal of the Homeland Security Grant Program Application for CAPCOG UAV Robotics Interoperability Project by the Capital Area Council of Governments**

**Martin Ritchey, Director of Homeland Security**

Mr. Ritchey stated that this item had been reviewed and approved by the Homeland Security Task Force. He discussed the UAV Robotic Interoperability Project, noting that the Regional UAV workgroup was instrumental in writing the requirements and operations procedures for the use of UAVs in public safety that is now adopted throughout much of the state. He went on to explain that this system would coordinate many aspects as well as critical data to support the use of unmanned aerial vehicles or drones for public safety. The estimated total cost is \$60,000.

There was some discussion regarding the UAV project and if there was a better way to manage the program, possibly through contractors. The board made sure action on this item was not committing CAPCOG to spending the funds on a particular solution but rather an attempt to secure the funding.

A motion was made to by Commissioner Shea to adopt a resolution authorizing submittal of the Homeland Security grant program application for CAPCOG UAV Robotics Interoperability project. Mayor Pro Tem Nelson seconded the motion. The motion passed unanimously.

**8. Consider Adopting a Resolution Authorizing Submittal of the Homeland Security Grant Program Application for Regional Training & Exercise by the Capital Area Council of Governments**

**Martin Ritchey, Director of Homeland Security**

Mr. Ritchey stated the funding requested for this item would support the Regional Training and Exercise Program, which was part of a multi-year plan developed by the Homeland Security Task Force's Regional Training & Exercise Subcommittee. These training projects are intended to enhance capabilities for delivering coordinated responses to significant incidents by supporting training and exercise activities across the CAPCOG region. The next annual exercise is scheduled for May 2022. The proposed funding amount is \$125,000.

A motion was made by Commissioner Shea to adopt a resolution authorizing submittal of the Homeland Security grant program application for Regional Training & Exercise by the Capital Area Council of Governments. Commissioner Ingalsbe seconded the motion. The motion passed unanimously.

**9. Consider Approving Appointments to Advisory Committees**

**Deborah Brea, Executive Assistant**

Ms. Brea reported the following recommendations for advisory committee appointments: Commissioner Ingalsbe recommended Lisa Griffin to replace her for the Hays County slot on the SWAC. Commissioner Long recommended Lt. Jerod Morris to fill a vacant position for the Williamson County slot on the CJAC. Gloria Terry (at-large) requested that Rita Flores be appointed as her alternate on the CJAC.

Ms. Brea reported there were four recent vacancies for the GISPC - City of Austin, City of Georgetown, Burnett County and Williamson County.

Mayor Pro Tem Nelson made a motion to approve the appointments to the advisory committees as presented. Mayor Hughson seconded the motion. The motion passed unanimously.

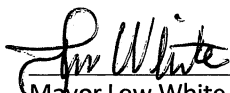
**10. Staff Reports**

**Betty Voights, Executive Director**

Ms. Voights reported the legislative bill to increase the wireless fee may get filed. She explained the funding format would be a buffet of funding options, noting that AT&T was not supportive of a bill that would allow each district to select its rate. The proposed version of the bill would likely allow for a rate increase from .50 cents to either .75 cents, \$1.00 or \$1.25. Ms. Voights went on to say that during today's officers meeting, she discussed an increase to .75 cents which would generate approximately \$5.5 million which would be important to getting emergency communications interoperability projects done as determined necessary. She went on to say she would be looking to the CAPCOG Regional Inoperability Communications Committee (CRICC) to generate information on what the gaps are based on the Regional Interoperability Communications Plan (RICEP).

**11. Adjourn**

The meeting was adjourned at 11:03 a.m.



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

2-12-21  
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](mailto:mcanales@capcog.org) no later than 5 p.m., Tuesday February 9, 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.*