



Executive Committee | Summary Minutes

10:00 a.m., Wednesday, May 12, 2021

Access via Zoom or Conference Call

<https://zoom.us/j/94965399048?pwd=UmsOL1IvaTIOsjNRek5ONnpNNOhYZz09>

Dial In: +1 346 248 7799

Meeting ID: 949 6539 9048

Passcode: 355057

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 Chair**
Council Member Mackenzie Kelly, City of Austin
Mayor Pro Tem Lyle Nelson, City of Bastrop
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 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
Council Member Janice Bruno, City of Smithville
Commissioner Ann Howard, Travis County
Commissioner Brigid Shea, Travis County
Commissioner Russ Boles, Williamson County
Commissioner Cynthia Long, Williamson County

Absent (2)

Judge Brett Bray, Blanco County
Ms. Sandy Cox, City of Lakeway

1. Call to Order by the Chair

Judge Pape called the meeting to order at 10:03 a.m. and confirmed a quorum.

2. Consider Approval of Minutes for the April 14, 2021 Executive Committee Meeting

A motion was made by Council Member Kelly to approve the minutes for the April 14, 2021 Executive Committee meeting. Commissioner Dockery seconded the motion. The motion passed unanimously.

3. Consider Accepting the Annual Financial Report of the Capital Area Council of Governments for the Year Ended September 30, 2020

Lisa Bowman, Director of Finance

Lupe Garcia, CPA – Audit Partner of Whitley Penn, LLP

Ms. Bowman introduced Mr. Lupe Garcia from the audit firm Whitley Penn LLP, to present the audit report for the year ending September 30, 2020. Mr. Garcia met earlier with the Executive Committee Officers and answered any questions regarding the audit report. Mr. Garcia provided a brief presentation highlighting financial information starting with a risk assessment wherein the Whitley Penn audit team, working with CAPCOG's finance staff, gained an understanding of CAPCOG's policies and procedures in the way it operates. The audit team performed tests of internal controls and confirmed and verified information with third parties. They performed a variety of analytical procedures to obtain enough audit evidence to express an opinion on the financial statements. The audit team also reviewed CAPCOG's significant accounting policies and determined that they were in line with industry standards. Mr. Garcia reported

that there were no misstatements the audit team identified that required CAPCOG's adjustment. Mr. Garcia did not have any disagreements with CAPCOG's management when it came to the application of any accounting principles. In addition to performing an audit of the financial statement, the audit team also performed a compliance audit over CAPCOG's federal and state programs. Because CAPCOG does expend more than \$750,000 in both federal and state awards, the audit team had to go through a process where they identify major programs that will test in a fiscal year. For fiscal year 2020, those programs included for major federal programs – the Aging cluster and Title III, part E; for major state programs – Aging and the Regional Law Enforcement Training Academy. With regards to the procedures the audit team performed in the single audit, they did not identify any non-compliance requests for costs. Mr. Garcia further reported that they did not identify any material weaknesses in internal control or significant deficiencies in internal control.

A motion was made by Commissioner Dockery to accept the annual financial report of the Capital Area Council of Governments for the year ending September 30, 2020. Mayor Hughson seconded the motion. The motion passed unanimously.

4. Consider Accepting Quarterly Investment Report

Lisa Bowman, Director of Finance

Ms. Bowman stated that this was the report for the quarter January through March 2021. She reported the beginning book value was about \$27,468, 000.00. The ending book value was about \$28,722,000.00. The average daily balance was about \$28,306,000.00. The average yield was 0.05%. The six-month US Treasury bill at March 30 was .0500%. Ms. Bowman stated interest earning was \$3,257.02, which was lower than anticipated.

A motion was made by Judge Oakley to accept the quarterly investment report. Commissioner Long seconded the motion. The motion passed unanimously.

5. Report on Mid-Year Budgeted Revenues for FY 2021

Sheila Jennings, Director of Administration

Ms. Jennings discussed the changes in revenue for FY'21 referring to her memo and attachment in the agenda packet. She explained the purpose of this item is to provide an update of actual funding for the year since when the budget is adopted each year in September, CAPCOG staff is projecting funding amounts from some of the grants and contracts.

No action is required.

6. Consider Adopting a Resolution for Prioritized List of General Victim Assistance Direct Services Program Projects for Plan Year 2022 Funding Consideration through the Office of the Governor, Public Safety Office's Criminal Justice Division

Matt Holderread, Regional Research Coordinator

Mr. Holderread requested adoption of a resolution authorizing the submission of a prioritized list of General Victim Assistance Direct Services Program application to the Office of the Governors (OG), Public Safety Office for funding consideration. The CJAC reviewed twenty-nine applications, requesting a little over \$10 million dollars. These projects represent programs that provide services and assistance directly to victims of crime to speed their recovery and aid them through the criminal justice process. On April 14th

and 15th, the CJAC met and score the applications. The CJAC voted to recommend funding for these projects based on a score from highest to lowest until all available funding is exhausted. Thirteen projects would receive full funding with the fourteenth project to receive partial funding.

Council Member Heath questioned if the Executive Committee wished to continue the scoring process from a top-down allocation. Judge Pape asked Ms. Voights to include this on a future agenda for discussion. Ms. Voights stated that she asked Mr. Holderread at last month's Executive Committee meeting if there was any negotiation with any of the applicants regarding the funding since we are again receiving the RBE or regional budget estimate, in advance of scoring. The goal should be to stretch the funding we are getting over as many applicants as possible. Ms. Voights said there had also been questions about why a member of the CJAC could also make a presentation to the committee representing his or her organization's application and this issue would need to be addressed when the CJAC policies are reviewed again.

Council Member Heath pointed out that by sitting on the board and reviewing the presentation of others, that person gets the opportunity for insight and how the rest of the board is scoring them. He stated he felt this needed to be a larger policy question. He continued that even if the person does not score themselves, they are affecting their own ranking.

Commissioner Long questioned if it might be possible to change the pace of the meetings since CJAC has intense multiple days, unlike other committees which meet for several days. She suggested that had the CJAC not taken full requests and done a next level analysis on scaling, more programs could have been funded with better geographic distribution. She also brought up the possibility of a limit on the percentage any one entity may receive. Judge Pape asked Ms. Voights if there was a committee that could look at this policy and bring back recommendations to the Executive Committee.

Commissioner Boles pointed out that this was a dramatic swing in the funding and questioned how the distribution and recommendations were made. Council Member Heath responded that he brought up this point in April and had also brought this issue to Ms. Voights attention. He stated the decision to have a wider discussion or modify the recommendations was up to the Executive Committee. He stated he was hesitant to make a specific recommendation but thought that it was worth having the discussion to the points that Commissioner Boles and Commissioner Long brought up.

There was more discussion about the CJAC policy and whether the committee followed it. Ms. Voights indicated that the committee had complied with the policy, but the policy needs to be addressed and she would benchmark what other COGs are doing. Judge Pape asked if there was a deadline to submit the resolutions to the OG, to which Ms. Voights stated that the CJAC has a short window of time to work with due to the when applications are received from the OG.

The question was raised regarding whether CJAC had a conflict-of-interest provision in the CJAC policy, to which Mr. Holderread indicated CJAC does have a conflict-of-interest provision in the policy statement.

A motion was made by Commissioner Shea to adopt a resolution for prioritized list of General Victim Assistance Direct Services Program projects for Plan Year 2022 funding consideration through the Office of the Governor, Public Safety Office's Criminal Justice Division. Mayor Pro Tem Nelson seconded the motion.

The motion passed with nine opposing votes from Council Member Baker, Commissioner Boles, Judge Cunningham, Council Member Heath, Judge Haden, Commissioner Howard, Commissioner Long, Mayor Rydell and Mayor Sederquist.

7. Adopting a Resolution for Prioritized List of Violence Against Women Justice and Training Program Projects for Plan Year 2022 Funding Consideration through the Office of the Governor, Public Safety Office's Criminal Justice Division

Matt Holderread, Regional Research Coordinator

Mr. Holderread requested adoption of a resolution authorizing the submission of a prioritized list of Violence Against Women, Justice and Training Program applications to the Office of the Governor, Public Safety Office for funding consideration. The Crime Justice Advisory Committee (CJAC) reviewed five applications, requesting over \$900,000 to provide communities in the CAPCOG region with programs that improve the justice systems response to domestic violence, sexual assault, dating violence, stalking and other violent crimes committed against women. On April 14th and 15th, the CJAC met and scored the applications. The CJAC voted to recommend funding for these projects based on a score from highest to lowest until all available funding is exhausted. One project would receive full funding and a second project would receive partial funding.

Commissioner Long requested an amendment to the CJAC funding amount recommendations with the first highest ranking to receive \$95,000, the second highest ranking to receive \$100,000, the third highest ranking to receive \$100,000 and the fourth highest ranking to receive \$37,700. She then made a motion to adopt the resolution for prioritized list of Violence Against Women Justice and Training Program projects for Plan Year 2022 funding consideration through the Office of the Governor, Public Safety Office's Criminal Justice Division as amended. Commissioner Dockery seconded the motion. The motion passed unanimously.

8. Consider Adopting a Resolution Declaring May 9 – May 15, 2021 as Hurricane Preparedness Week

Martin Ritchey, Director Homeland Security

Mr. Ritchey announced that it was Hurricane Preparedness Week and discussed some of the issues related to hurricanes' impact on Central Texas counties. Judge Pape suggested that, since they were in the middle of Hurricane Preparedness Week, the resolution should have been on last month's agenda.

A motion was made by Judge Oakley to adopt a resolution declaring May 9- May 15, 2021 as Hurricane Preparedness Week. Council Member Heath seconded the motion. The motion passed unanimously.

9. Consider Approving Appointments to Advisory Committees

Deborah Brea, Executive Assistant

Ms. Brea announced there were no nominations. The following nominations were made from the floor: Commission Knobloch nominated Commissioner Mark Matthijetz to the Aging Advisory Council and Dale Bolt to the Geographic Information Systems Planning Council.

Judge Weber nominated Paul Zapalac to the Solid Waste Advisory Committee.

Council Member Heath nominated Council Member Mackenzie Kelly to serve as the CJAC board liaison.

A motion was made by Commissioner Howard to approve appointments to Advisory Committees a presented. Commissioner Long seconded the motion. The motion passed unanimously.

10. Staff Reports

Betty Voights, Executive Director

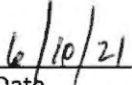
Ms. Voights reported upcoming trainings for Area on Aging – estate planning on May 18 and a webinar on scams May 24. She discussed GIS 9-1-1 performance and explained the need for accurate mapping. She then touch on performance throughout the region.

11. Adjourn

The meeting was adjourned at 11:21 a.m.



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



Date