



Executive Committee | Summary Minutes

10 a.m. Wednesday, Nov. 9, 2022

6800 Burleson Road

Building 310, Suite 165

Austin, Texas 78744

Present (18)

Mayor Brandt Rydell, City of Taylor, **Chair**

Judge James Oakley, Burnet County, **1st Vice Chair**

Mayor Lew White, City of Lockhart, **2nd Vice Chair**

Commissioner Debbie Ingalsbe, Hays County, **Secretary**

Mayor Jane Hughson, City of San Marcos,

Parliamentarian

Judge Paul Pape, Bastrop County, **Immediate Past Chair**

Mayor Connie Schroeder, City of Bastrop

Judge Brett Bray, Blanco County

Commissioner Joe Don Dockery, Burnet County

Judge Joe Weber, Fayette County

Council Member Ron Garland, City of Georgetown

Commissioner Steven Knobloch, Lee County

Judge Ron Cunningham, Llano County

Mayor Pro Tem Doug Weiss, City of Pflugerville

Council Member Matthew Baker, City of Round Rock

Council Member Janice Bruno, City of Smithville

Commissioner Russ Boles, Williamson County

Commissioner Cynthia Long, Williamson County

Absent (10)

Council Member Mackenzie Kelly, City of Austin

Council Member Kevin Hight, City of Bee Cave

Judge Hoppy Haden, Caldwell County

Council Member Esme Mattke Longoria, City of Leander

Commissioner Ann Howard, Travis County

Commissioner Brigid Shea, Travis County

Representative John Cyrier

Representative Celia Israel

Representative Terry Wilson

Representative Erin Zwiener

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

Mayor Rydell called the meeting to order at 10:06 a.m. and congratulated everyone who won their November 8 elections. He led the pledge of allegiance to the national and state flags.

2. **Consider Approving Minutes for the October 12, 2022 Meeting**

Mayor Rydell asked for approval of the Oct. 12, 2022 meeting minutes. Commissioner Ingalsbe made a motion to approve the minutes. Judge Oakley seconded the motion. It passed unanimously.

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

Silvia Alvarado, Director of Finance

Ms. Alvarado asked the board to accept the quarterly report for the period ending in Sept. 30, 2022. She said CAPCOG's investments are in TexPool, and they earned \$162,132 for the quarter. The market interest rate during the quarter was about 2.048 percent. She said for comparison that U.S. Treasury notes earned about 3.96 percent in interest.

Commissioner Long made a motion to approve the Quarterly Investment Report. Mayor Hughson seconded the motion. It passed unanimously.

4. **Consider Approving Contract with Eastern Research Group for Emissions Inventory Development and Assistance**

Charles Simon, Director of Regional Planning and Services

Mr. Simon said CAPCOG received one proposal to do seven tasks in a project to update mine and quarry equipment emission inventories, which was from Eastern Research Group. He noted CAPCOG has previously worked with the company, and it performed well. He said tasks one through five of the project were required portions of the project's proposal and related to developing the mine and quarry's

equipment emissions inventories of ground level ozone and would be paid for using TCEQ Rider 7 grant funds, while task six and seven are options to be considered by the board and the Clean Air Coalition. Task six would plan for the refinement of nonpoint mine and quarry particulate matter emissions estimates and would use CAPCOG's local air quality work plan monies if the option was approved. Task seven would be to assist with other emissions inventories and could make use of the state funding. Mr. Simon also noted that the tasks would only study the quarries in the five county MSA — Bastrop, Caldwell, Hays, Travis and Williamson.

Judge Oakley said Burnet County has many of the region's quarries and questioned how the emission inventories could impact change in air pollution. Commissioner Long questioned if the project was leaving Burnet County out would it be missing bigger picture activities that impact air pollution. Deputy Executive Director Andrew Hoekzema, formerly the Regional Planning and Services director, said task six could develop a project to scope a future study that could look at particulate matter inventories in either the five MSA counties or the entire region. He noted the state's inventories are out of date and the data collected could better support funding the replacement of equipment through Texas Emissions Reduction Plan grants and planning measures.

Council Member Mark Baker, who is the Clean Air Coalition chair, said he thought the project would be beneficial locally and by the state as more data is always more helpful. He also mentioned the Clean Air Coalition would likely approve options six and seven.

Judge Pape made a motion to approve the contract with Eastern Research Group for the emission inventory development and assistance with the optional tasks if recommended by the Clean Air Coalition. Commissioner Dockery seconded the motion. The motion passed with Judge Webber voting against the contract.

5. Consider Adopting the 2023 CAPCOG Homeland Security Strategic Plan Implementation Plan (HSSP-IP)
Martin Ritchey, Director of Homeland Security

Mr. Ritchey said that HSSP-IP is an annually adopted plan that provides the regional framework for homeland security priorities. He said last year the federal government made changes to its priorities, so this year's plan addresses those changes and includes priorities from the state. Such changes included priorities such as enhancing cyber security, combating domestic violence extremism, enhancing election security, addressing cascading supply chain and critical infrastructure failure and more. Mr. Ritchey stated the regional priorities were determined through several meetings with various groups of stakeholders and were approved by CAPCOG's Homeland Security Task Force.

Commissioner Dockery made a motion to adopt the 2023 CAPCOG HSSP-IP. Mayor Schroeder seconded the motion. It passed unanimously.

6. Consider Adopting the 2023 CAPCOG Integrated Preparedness Plan (IPP)
Martin Ritchey, Director of Homeland Security

Mr. Ritchey said the IPP is a multiyear training and exercise plan developed with the help of stakeholders to look at homeland security and emergency management training needs for the region over the next two to three years. He mentioned that the plan outlines training related to the 2023 regional exercise which involves a major mock cybersecurity event that also effects the operations of hard targets and requires a multi-agency and jurisdictional response. Mr. Ritchey also said the plan states training should be offered at locations throughout the region.

Commissioner Dockery made a motion to adopt the 2023 CAPCOG IPP. Commissioner Ingalsbe seconded the motion. It passed unanimously.

7. Consider Approving CAPABLE Grant Contract Amounts and Vendor Selection Process
Patty Bordie, Director of Aging Services

Ms. Bordie said CAPCOG is entering its fourth year of offering the CAPABLE Program, and it procures the vendors through a direct purchase service methodology which lets the program be flexible and timely for the consumer. As the program is growing, it needs to expand CAPCOG's vendor pool, and this item aligns the purchasing method with CAPCOG's policies. She said the process and contracts set specific amounts on the rates and not to exceed amounts for each vendor, so CAPCOG wouldn't need to come to the board with an individual vendor agreement. They also help reassign vendors and bring on new vendors as needed. She asked the board to set the program's total cost not to exceed \$160,000, but the vendors individually are not likely to exceed \$25,000.

Commissioner Ingalsbe made a motion to approve the CAPABLE grant contract amounts and vendor selection process. Mayor White seconded the motion. It passed unanimously.

8. Consider Approving Appointments to Advisory Committees

Deborah Brea, Executive Assistant

Ms. Brea said there is recommendation from Travis County to have Major William Pool serve as an alternate for Cpt. Thomas Szimanski on the Criminal Justice Advisory Committee (CJAC). Ms. Voights reminded the board that the CJAC is the only committee that allows proxies or alternates because grant prioritization happens across several consecutive days. She also noted that the committee has a lot of rules to follow, and its members and alternates must go through an orientation before the prioritization process.

Council Member Wiess made a motion to appoint Major Pool as an alternate to the CJAC. Council Member Baker seconded the motion. It passed unanimously.

9. Staff Reports

Betty Voights, Executive Director

Ms. Voights said the CJAC recently met to begin working on its policy statement regarding how it will manage the application process and she wanted to mention that staff is still working under the assumptions the board's goal is to stretch funding across as many projects as possible including decreasing percentage of award amounts based on how many years the project has been funded by the program grants. Also, she said staff understood that grants are meant to get a new project off the ground but not to permanently sustain them. She added there are projects that are funded routinely which may represent core services; she asked the officers two years ago whether core services should be carved out for continuous funding, but there was no decision to do so.

Judge Pape asked for a spread sheet of each of the grants that have been awarded for the last five years, so the board can get a feel of how decreasing awards could affect projects. Mayor Schroeder said it seems counter productive to end a good project because additional funding isn't available elsewhere. Mayor Pro Tem Weiss said the diminishing number may work for local government because they could be better suited to absorb project costs into their budgets over time, but nonprofits don't share the same luxury.

10. Adjourn

Mayor Rydell adjourned the meeting at 10:52 a.m.


Commissioner Debbie Ingalsbe, Secretary
Executive Committee
Capital Area Council of Governments

12/14/2022
Date