

**Alamo Area Council of Governments
Regional Emergency Preparedness Advisory Committee Meeting
Wednesday, October 20th, 2021 – 02:00pm
8200 Perrin Beitel Rd, San Antonio**

MEETING MINUTES

MEMBERS PRESENT:

<ol style="list-style-type: none">1. Chris Benavides and Rachelle Littlefield2. Andrew Cardiel3. Patrick Lewis for Manuel Casarez4. Mr. Walton Daugherty5. Shelby Dupnik6. Mark Bennett for Eric Epley7. Jeffery Fincke8. Jeanie Alvarez for Roger Garcia9. Tony Gross10. Gary Haecker & Nolan Byrd11. Rebekkah Scriven for LeAnn Hosek12. Ray Kallio13. Jeff Kelley14. Bryce Houlton for Kyle Kutscher	<ol style="list-style-type: none">15. Kade Long16. Chris Lopez17. Samuel McDaniel18. Christopher Monestier19. Steve Olfers and Les Metzler20. Matt Malone for Dan Pue21. Carey Reed and Leanne Beauxbeannes22. Jeremy Hughes for Dannie Smith23. Edwin Baker for Mayor Johnny Stahl24. William Thomas25. Scott Lampright for Judge Nelson Wolff
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MEMBERS ABSENT:

<ol style="list-style-type: none">1. Ray Hacker2. Keith Lutz3. Bruce Ritchey4. Braxton Roemer5. Joseph Salvaggio	<ol style="list-style-type: none">6. Roland Shuler7. Sammy Sikes8. Danny Taylor9. James Teal10. Patrick Zepeda
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STAFF PRESENT:

Marcela Medina – Public Safety Manager Justin Monarez- Homeland Security/ CJ Coordinator Laura Richardson – Public Safety Specialist Ruth deButts- Public Safety Criminal Justice Planner Matthew Reyes – Homeland Security Planner

1. Meeting called to Order.

Jeffery Fincke called the meeting to order at 2:00pm.

2. Roll Call.

A quorum was established with Twenty- Five (25) members present

3. Public Comments

There were no public comments.

4. Consider and act upon approval of the September 15th, 2021 minutes.

A **motion** was made by **Scott Lampright** and seconded by **Tony Gross** to approve the minutes.

All Approved, Motion Carried.

5. Consideration and approval on new Committee Members:

1. Replacing Bexar County Sheriff's office primary Roland Shuler with Lt. Justin Klaus
A **motion** was made by **Carey Reed** and seconded by **Tony Gross** to approve the membership item.

All Approved, Motion Carried.

2. Replacing Wilson County alternate Cindy Stafford to LeAnn Hosek with Rebekkah Scriven

A **motion** was made by **Tony Gross** and seconded by **Carey Reed** to approve the membership item.

All Approved, Motion Carried.

3. Replacing Kerrville Fire Department Chief Dannie Smith as primary with Chief Eric Maloney

A **motion** was made by **Carey Reed** and seconded by **Tony Gross** to approve the membership item.

All Approved, Motion Carried.

6. Discussion and appropriate action on subcommittee reports.

A. Critical Infrastructure and Key Resources

Jeff Moore- Working with the state of Texas on a critical infrastructure study. This goes through next year. Participated in COSA tabletop exercise yesterday. Working on wireless alerts as well.

B. Emergency Management and Community Preparedness

Carey Reed- Nothing to report

C. Emergency Response - Fire

NA

D. Emergency Response - Law Enforcement

NA

E. Inter-Operable Communications

Robert Adelman- We met to discuss the audio quality testing. Testing all of the operational layers of the system. Testing 2 state interop channels. Texas call 1 D and V call 10. They were pushing over 1,000 calls VHF. They fixed that issue and everything has returned to normal. Someone had come up with an unrealistic deadline to get numbers of radio users and data so we are working with AACOG on that issue.

F. IT/Fusion Center

Jeff Fincke- we had a brief meeting prior to this one. We discussed Web EOC and changes in listserv. We discussed some changes in iInfo. Let Barrett know if you have anyone to take off the list.

G. Hospital/EMS/Medical

Mark Bennett- Had a limited engagement last month. Working on HPP grant upgrades for 6 trailers. All new Keplar decontamination suits. Lots of updated soft supplies. All trailers have had servicing done to be used in the region. They are fully functional. We will put out a training video on how to use the equipment. We are taking over the responsibility for them. We will drop off and pick up and maintain them. You will never be without a trailer. They will all be uniform.

Big meeting coming up with SAWS and CP S to talk about what has been done since winter storm and how that will work with the hospitals.

H. Public Health and Agriculture

NA

I. Strategic Planning

NA

7. Program Updates

A. New AACOG Homeland Security Planner- Matthew Reyes

We have a new planner Matthew Reyes- He will be working with everyone in the counties soon. He is working on the membership items and attendance along with other items already.

B. Membership and Attendance

Updating agencies about vacant seats. Now using Google sheets to track attendance. Looking at 2021 and going forward. We will be sending notices out to members who miss meetings to keep them updated on absences. We will ask twice during the meeting if anyone has come on the meeting late. You must state you are present or type your name in the chat in order to be counted as present. This is for primary and alternate members. You must be a primary or alternate in order to be counted as present. It cannot be someone else from your agency present for you.

C. FY2020 Project Update Presentations

We will prepare for projects to do presentations. We have 16 of them so we will split them up into Nov & Dec meetings.

D. FY2022 SHSP Project Schedule

The tentative timeline provided by OOG is that RFAs open 12-13-21, apps due to PSO on 2-10-22, COGS peer review 3-21-22 and due to OOG 4-4-22. This does not leave a lot of time to review and rank projects. We are working on a detailed schedule and will send it out soon.

E. Bylaws, Policies and Procedures and Risk Informed Methodology

Changing to tracking attendance from July-June and any members who miss 3 or more meetings will come up for review. Looking into this with Google sheets and we will send the link out.

8. Discussion and appropriate action on Policies and Procedures and Risk Informed Methodology staff recommended changes.

There were some major changes that were sent out that we scrapped. We just kept a couple nomenclature changes to reflect change from DHS to TDEM and State Administrative Agency to Homeland Security Grants Division. We will send out the final version with the minutes.

In policies and procedure we changed Policy #4 to clarify that we “rank” instead of “score” grant applicants. Updated to say that we rank according to the priorities set in the Risk Informed Methodology. We will send out the final version with the minutes.

Under Region Prioritization we added: Participation in subsequent related activities pertaining to funded projects, such as data collection and presenting required biannual updates. This is to ensure that we know how they are utilizing their funds.

A **motion** was made by **Shelby Dupnik** and seconded by **Tony Gross** to approve the recommended staff changes to Policies and Procedures.

All Approved, Motion Carried.

9. Discussion and nominations for the positions of Chair and Vice Chair 2022-2024

There was a discussion on the by-laws wording on the term limits for Chair and Vice Chair. Jeff Fincke is still able to be Chair for another term and Kade Long is available to be Vice Chair for another term.

A **motion** was made by **Scott Lampright** and seconded by **Tony Gross** to nominate Jeffrey Fincke to remain Chair for another term.

All Approved, Motion Carried.

A **motion** was made by **Scott Lampright** and seconded by **Shelby Dupnik** to nominate Kade Long to remain Vice Chair for another term.

All Approved, Motion Carried.

There were no other nominations for Chair or Vice Chair.

10. Upcoming Events, Trainings and/or Exercises-

Jeffery Finke- we are doing a tabletop exercise in January around 12 or 13th.

Shelby Dupnik- residential center in Karnes doing a tabletop drill next week on 26th. New frequent flyers coming in for that.

11. Items to be placed on next meeting agenda.

Membership updates, nominations for Chair & Vice Chair

12. Next Meeting Date: November 17th, 2021 – at AACOG Plaza building.

13. Adjournment.

A **motion** was made and seconded to adjourn.

Meeting adjourned at 2:48pm.