**Alamo Area Council of Governments**

**Regional Emergency Preparedness Advisory Committee Meeting**

**Wednesday September 18th, 2024 – 1:30pm**

**8200 Perrin Beitel, Suite 101**

**San Antonio, Texas 78217**

**MEETING MINUTES**

***MEMBERS PRESENT:***

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| 1. **Andrew Cardiel** 2. **Manuel Casarez** 3. **Mark Chadwick** 4. **Jason Reese for Brady Constantine** 5. **Walton Daugherty** 6. **Eric Epley and Kyle Jacobson** 7. **Nolan Byrd for Gary Haecker** 8. **Greg Rodgers for Brandon High** 9. **Jeff Kelley** 10. **Bryce Houlton for Judge Kyle Kutscher** 11. **Judy Lefevers** 12. **Samual McDaniel** | 1. **Scott Moreland** 2. **Michael Morlan** 3. **Steve Olfers** 4. **John Overstreet** 5. **Todd Perna** 6. **Braxton Roemer** 7. **Chris Lopez for Peter Sakai** 8. **Sammy Sikes** 9. **Kenneth Miller for Cindy Stafford** 10. **Michael Padilla for Judge James Teal** 11. **Mark Trevino** 12. **Louis Lopez for Aaron Von Muldau** |

***MEMBERS ABSENT:***

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| 1. **Donovan Agans** 2. **Rochelle Camacho** 3. **Shelby Dupnik** 4. **Tony Gross** 5. **Donald Keil** | 1. **Eric Maloney** 2. **Curtis Roberson** 3. **Michael Starnes** 4. **William Thomas** |

***AACOG STAFF PRESENT:***

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| Marcela Medina – Public Safety Manager  Justin Monarez- Criminal Justice/Homeland Security Coordinator  Laura Richardson- Public Safety Specialist |
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**1. Meeting called to Order.**

Jeff Kelley called the meeting to order at 1:30pm.

**2. Roll Call.**

A quorum was established with twenty-four **(24)** members present.

**3. Public Comments**

None

**4. Consider and act upon the approval of the August 21, 2024 minutes.**

A **motion** was made by **Walton Daugherty** and secondedby **Michael Padilla** to approve the minutes.

**All Approved, Motion Carried.**

**5. Discussion and appropriate action on membership items:**

* 1. Primary update:
* Appoint Bryan Norris, COSA-SAFD, replacing Christopher Monestier.

A **motion** was made by **Sammy Sikes** and secondedby **Bryce Houlton** to approve the membership item.

**All Approved, Motion Carried.**

* 1. Alternate update:
* Appoint Brian O’Neill, COSA-SAFD, as alternate for Bryan Norris.
* Appoint Justin Garcia, UCFD, replacing Patrick Lewis as alternate to Todd Perna

A **motion** was made by **Bryce Houlton** and secondedby **Scott Moreland** to approve the membership items.

**All Approved, Motion Carried.**

**6. Presentations:**

1. **Monthly National Weather Service Update**- Paul Yura-

No rain coming our way soon. Peak of tropical cyclone season.

1. **Cybersecurity and Infrastructure Security Agency**- NA

**7. Program Updates:**

A. HLS staff is attending TARC today. We will have updates to give next month.

**8. Discussion and appropriate action on subcommittee reports.**

1. **Emergency Management- NA**
2. **Fire/Hazmat/WMD-** Patrick Lewis is retiring.
3. **Law Enforcement/Fusion Center-N/A**
4. **Interoperable Communications-**

Letter was sent out to the AACOG Board of Directors basically saying for decision-makers in the region to stop buying single-band radios. This goes against the current plan for interoperability. We need to accelerate the purchase of multi-band radios in the COG. A multi-band reference guide was also sent out. Robert is also giving a briefing to the AACOG Board about the multi-band radio system. We are also going next week to Atascosa County Commissioner’s court to talk to them about the tower project. To address the plan going forward.

1. **Hospital/EMS/Medical-**

Ours SAMS exercise is Oct 23. There are 500 patient volunteers anticipated. Participation is down a little. Using regional hospitals to test their triage systems. We are using a new EMS triage component this time. This will be unique. Using our regional triage equipment. We are doing the final planning now.

1. **Public Health-**

West Nile time is here again**.** Reaching out to all dairy and egg farmers and others to offer flu vaccinations. Hoping to reduce cross contamination. Working on a couple exercises right now. We will be in touch about those.

1. **Discussion and appropriate action on the following:** 
   * 1. Policies and Procedures
     2. Subcommittee Guidelines

The Bylaws had final action taken last month and those will go to the AACOG board in October for approval. The Risk informed methodology will go to the OOG as well.

A **motion** was made by **Bryce Houlton** and secondedby **Andrew Cardiel** to approve the Policies and procedures as presented.

**All Approved, Motion Carried.**

There was discussion about how to proceed with the subcommittees. It was suggested to not have them rank but instead decide which ones met which level. There were a few suggested changes to the guidelines below:

1. 7.1.3 Subcommittee Officers will have no term limits.
2. Policy #4: The Chair and Vice-Chair will maintain a minimum of five members in their subcommittee, including their positions.
3. Change term project “ranking” to “review”.

A **motion** was made by **Bryce Houlton** and secondedby **Michael Padilla** to approve the Subcommittee Guidelines with recommended changes.

**All Approved, Motion Carried.**

*These do not go to the Board for approval. These are internal committee documents*.

1. **Upcoming Events, Trainings and/or Exercises**
2. TDEM training webpage will have all the special events classes in the Spring. They should be up soon.
3. Monday at 2:00 at STRAC is the South-Central Emergency Management Association meeting. All are welcome.
4. The Preparing Texas website is down, and you can’t use it any longer. The Blackboard is up and running instead. Your initial sign-on is your FEMA SID # is user ID and first-time logging in you will do recover password. You can then set a password. Everything will go through here now. All tests will go through here also.
5. **Items to be placed on next meeting agenda.**

None

1. **Next Meeting Date: Wednesday October 16th, 2024, at 1:30pm.**

**13. Adjournment.**

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

Meeting adjourned at 2:30pm.

Glossary:

1. AACOG – Alamo Area Council of Governments
2. CISA – Cybersecurity and Infrastructure Security Agency
3. DSHS – Department of State Health Services
4. DVE – Domestic Violent Extremism
5. GIS – Geographic Information Systems
6. HSGD – Homeland Security Grants Division
7. JTTF – Joint Terrorism Task Force
8. LETPA – Law Enforcement Terrorism Prevention Act
9. NPA – National Priority Area
10. NSEDC – National Special Events Data Call
11. NSGP – Nonprofit Security Grant Program
12. OOG – Office of the Governor
13. RMOC – Regional Medical Operations Center
14. SAOEM – San Antonio Office of Emergency Management
15. SERI – Statewide Emergency Radio Infrastructure (grant)
16. SHSP – State Homeland Security Program
17. STEAR – State of Texas Emergency Assistance Registry
18. STFC – South Texas Fusion Center
19. STRAC – Southwest Texas Regional Advisory Council
20. TARC – Texas Association of Regional Councils
21. TEEX – Texas A&M Engineering Extension Service