

**Alamo Area Council of Governments  
Regional Emergency Preparedness Advisory Committee Meeting  
Wednesday, February 17, 2016 – 1:30 p.m.  
Al J. Notzon III Boardroom  
Al J. 8700 Tesoro Drive, Suite 100, San Antonio, Texas 78217**

**MEETING MINUTES**

**MEMBERS PRESENT:**

<ol style="list-style-type: none"> <li>1. John Culpepper</li> <li>2. Chief Walton Daugherty</li> <li>3. Chief Duane DuBose</li> <li>4. Mark Montgomery for Eric Epley</li> <li>5. Chief Ken Evans</li> <li>6. Jeffery Fincke</li> <li>7. Tommy Cavazos for Frank Galvan</li> <li>8. Robert Adelman for Chief Joe Hamilton</li> <li>9. Steve Hannemann</li> <li>10. Cindy Stafford for Leann Hosek</li> <li>11. Jeff Kelley</li> <li>12. Keith Lutz</li> </ol>	<ol style="list-style-type: none"> <li>13. Mark Mattick</li> <li>14. Valerie Frausto for William “Vance” Meade</li> <li>15. David Prasifka</li> <li>16. Dannie Smith for Mayor Jack Pratt</li> <li>17. Carey Reed</li> <li>18. Lt Braxton Roemer</li> <li>19. Lorenzo Sanchez</li> <li>20. Chief Edwin Baker for Mayor Johnny Stahl</li> <li>21. Danny Taylor</li> <li>22. Chief Lawrence Trevino</li> <li>23. Kyle Coleman for Judge Nelson Wolff</li> </ol>
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**MEMBERS ABSENT:**

<ol style="list-style-type: none"> <li>1. Dr. Charles Bauer</li> <li>2. Erwin Brown</li> <li>3. Susanna Koliba</li> <li>4. David Padula</li> </ol>	<ol style="list-style-type: none"> <li>5. Derek Wrenn</li> </ol>
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**STAFF PRESENT:**

<p>Marcela Medina- Public Safety Director Shane Jenkins- Homeland Security/9-1-1 Manager Laura Richardson- Public Safety Administrative Assistant James Minze- Homeland Security GIS Planner Jennifer Forbes- Criminal Justice Program Planner</p>
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**1. Opening**

Chairman Kyle Coleman called the meeting to order at 1:40 p.m.

**2. Roll Call**

A quorum was established with Twenty Three (23) members present.

**3. Citizens to be Heard**

There were no citizens to be heard.

**4. Consider and act upon approval of minutes for January 20, 2016.**

A motion was made by **Mr. John Culpepper** and seconded by **Mr. David Prasifka** to approve the minutes.

**All Approved, Motion Carried.**

A motion was made by **Mr. Jeffery Fincke** and seconded by **Mr. Mark Mattick** to suspend the agenda through item #8.

**All Approved, Motion Carried.**

*It was later decided to go ahead and do Item #5 through #7.*

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

**A. New Member:** County of Karnes, Commissioner/EMC Shelby Dupnik-County of Karnes, as primary member, representing Law Enforcement.

**B. New Alternate:** County of Karnes, Chief Deputy Sheriff Robert Ebrom- Karnes County Sheriff's Office, as alternate to primary member Shelby Dupnik, representing Law Enforcement.

**C. New Alternate:** City of Kerrville, Division Chief/EMC Tony Lenard- Kerrville Fire/EMS Department, as alternate to primary member Mayor Jack Pratt Jr., representing Fire/EMS.

**D. New Member:** Bexar County Emergency Services District #7, Fire Chief Kevin Clarkson-Bexar County E.S.D. #7, representing Fire.

**E. New Alternate:** Bexar County Emergency Services District #7, Assistant Chief Chris Willis-Bexar E.S.D. #7, as alternate to primary member Kevin Clarkson, representing Fire.

There was a motion made and seconded to approve Item #A & Item #B.

**All Approved, Motion Carried.**

There was a motion by **Mr. Jeffery Fincke** and seconded by **Mr. Steve Hanneman** to table item #C for next meeting.

**All Approved, Motion Carried.**

There was a motion by **Ms. Carey Reed** and seconded by **Mr. Jeffery Fincke** to table items #D & #E for next meeting.

**All Approved, Motion Carried.**

There was a question brought up about how many people can be on the REPAC Committee. There was also a question as to how many Fire and EMS representatives we have and to try and reach out to Frio and McMullen counties who have no representation.

*There are 30 members allowed.*

**6. 2016 SHSP Update and Working Group out-brief:**

The draft of the ranking tool was given out. The working groups had all decided that they would cut a certain amount from their project to make the budget projection. These cuts are shown in the Proposed Cut section. AACOG cut their project from Communications and this is why there was not a cut made from Bexar County for their project.

Chief Lawrence Trevino also said that they would take out \$30,000 from their City of San Antonio Homeland Security Planning project. That would make it \$190,000.00. Chief Lawrence Trevino made an announcement that UASI funding was not received. There were 29 funded and we ranked 33.

Chief Ken Evans suggested cutting the jurisdiction's staff positions to one year per application period with the understanding that they would be pre-approved for funding each year.

The state letter shows the local total to be awarded is \$1,648,397.67. The LE minimum is 484,822.85.

After all the cuts were made, the projects totaled were all within the budget expectations given by the state. **The final total was \$1,648,397.67.**

**7. Discussion and appropriate action on sub-committee project recommendation reports:**

**A: Strategic Planning sub-committee report:**

**B: IT/Fusion Center sub-committee report-**

**C: Inter-Op Communications sub-committee report-**

**D: Emergency Management and Community Preparedness sub-committee report-**

**E: Regional Response sub-committee report-**

**1. Fire-**

**2. Police-**

**3. EMS-N/A**

**F: Public Health and Agriculture sub-committee report-**

**G: CI/KR sub-committee report-**

Each working group Chair or Co-Chair explained how they decided what their top projects were and how they fell in line with the regional priorities.

There was a discussion about whether to score or to rank the applications. It was decided to rank. A brief presentation of each project was given by the applicants.

It was asked by SAPD that the committee try to put something together for them that says REPAC will no longer approve grant funds for certain equipment. This way they can take it to their city council so they can ask for the money from general funds.

The final ranking of the applications will be done at the next meeting. This ranking needs to be done per policy. The ranking order will determine who is funded by the state because they will use our ranking order to fund projects.

Copies of the applications were given to members to read through before next meeting.

**8. REPAC Application Review and Prioritization: ( This will be done at next meeting)**

**Marcela Medina-**

**a.** Instruction and discussion on procedures relating to Ranking Sheet, Methodology, and Prioritization Process.

**b.** Projects are presented to REPAC and ranked according to regional priorities

**c.** AACOG staff will produce the prioritization

**9. Announcements:**

**Ken Evans-** He announced he is moving and resigning his position.

**10. Next Meeting Date: March 16, 2016**

**11. Adjournment:** A **MOTION** was made and **SECONDED** to adjourn.

**All Approved,** The meeting adjourned at 3:30 pm.