

**Alamo Area Council of Governments  
Regional Emergency Preparedness Advisory Committee  
Special Meeting  
Friday, May 6, 2016 – 9:00 a.m.  
Media Room – COSA/Bexar County EOC  
8130 Inner Circle Drive  
San Antonio, Texas 78235**

**MEETING MINUTES**

**MEMBERS PRESENT:**

<ol style="list-style-type: none"><li>1. Dr. Charles Bauer</li><li>2. John Culpepper</li><li>3. Chief Walton Daugherty</li><li>4. Shelby Dupnik</li><li>5. Mark Montgomery for Eric Epley</li><li>6. Chief Joe Hamilton</li><li>7. Carolyn Rutherford for Steve Hannemann</li><li>8. Cindy Stafford for LeAnn Hosek</li><li>9. Ray Kallio</li><li>10. Jeff Kelley</li><li>11. Kade Long</li><li>12. Mark Mattick</li></ol>	<ol style="list-style-type: none"><li>13. Valerie Frausto for William “Vance” Meade</li><li>14. David Prasifka</li><li>15. Carey Reed</li><li>16. Sgt. Brian Vorauer for Lt Braxton Roemer</li><li>17. Chief Edwin Baker for Mayor Johnny Stahl</li><li>18. William Thomas</li><li>19. Jeffrey Dean for Chief Lawrence Trevino</li><li>20. Kyle Coleman for Judge Nelson Wolff</li></ol>
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**MEMBERS ABSENT:**

<ol style="list-style-type: none"><li>1. Erwin Brown</li><li>2. Chief Duane DuBose</li><li>3. Jeffery Fincke</li><li>4. Kyle Kutscher</li><li>5. Keith Lutz</li></ol>	<ol style="list-style-type: none"><li>6. Lorenzo Sanchez</li><li>7. Dannie Smith</li><li>8. Danny Taylor</li><li>9. Derek Wrenn</li></ol>
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**STAFF PRESENT:**

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
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## 1. Opening

Chairman Kyle Coleman called the meeting to order at 1:30 p.m.

## 2. Roll Call

A quorum was established with Twenty (20) members present.

## 3. Citizens to be Heard

There were no citizens to be heard.

## 4. Homeland Security Planning Report:

There was nothing to report at this time from the last meeting.

## 5. Discussion on REPAC By-Laws:

### A. Membership (Section 3.0)

#### i. Committee Structure

#### ii. Total Membership Cap

There was discussion about reaching out to Judge Teal for McMullen County. He has been unresponsive so far in adding a member to REPAC. David Prasifka said he would reach out to him.

Right now each county has one slot open to them at all times. McMullen is currently the only one not represented.

*Kyle Coleman-* There are people on the committee that are not regional. We need to look at changing membership to be regional only since this is a regional committee.

The By-Law revision for Section 3.0 that was passed out to discuss, would have the committee at no more than 37 members.

There was discussion about having members and non-voting members who would fill an advisory position only.

It was ultimately decided in the end that #d (One representative selected by the committee will represent special districts) would only be an advisory member and not be a voting member.

*Kyle Coleman-* Under C 1. Three representatives for cities situated in Bexar County- He suggested having a member from the Police Association, Fire Association, and LEPC.

AACOG Staff will make a map showing the counties with cities currently represented on the committee per county. They will present this at the next meeting.

*There was quite a bit of discussion on how to change membership to include all the regional area including the counties and cities. It was ultimately decided to make the following changes to the handout given on membership. Following this plan, the membership would include no more than 35 committee members total. This will be voted on at the next REPAC Meeting May 18<sup>th</sup>.*

### **Here are the changes to Membership Section 3.0, 3.1 per discussion:**

1. The Regional Emergency Preparedness Advisory Committee (REPAC) shall be composed of members elected or appointed by the membership within the areas specified in these Bylaws and shall be elected or appointed as may be determined by the REPAC and each county judge or Mayor in the following manner:

- a. Three Bexar County representatives, at least one of whom shall be a member of the County's Office of Emergency Management.
- b. Three City of San Antonio representatives, at least one of whom shall be a member of the COSA Office of Emergency Management
- c. One representative from each County, other than Bexar
- d. Representatives of member cities other than San Antonio as follows:
  - 1. Three representatives for Cities situated in Bexar County.
  - 2. Nine representatives (no more than 9) for Cities situated outside of Bexar County within the following counties, Atascosa, Bandera, Comal, Frio, Gillespie, Guadalupe, Karnes, Kendall, Kerr, Medina, Wilson, and McMullen.
- e. One representative from STRAC to represent multi-county region
- f. One representative from Department of State Health Services – Region 8 to represent health districts.
- g. One representative from education selected by the committee
- h. One representative from the Texas Department of Public Safety.
- i. One representative from a Local Emergency Planning Committee

The REPAC shall consist of no more than 35 members and all membership positions shall have voting privileges.

In the event of a vacancy, AACOG will coordinate and contact all cities not currently represented and the REPAC will make the final vote. The candidate with the highest number of votes will be the designee.

**B. Meetings (Section 6.0) Alternate:**

**i. Member Absence**

There was discussion and a decision made about changing Section 6.7 to say **previous 12 months** instead of **calendar year**. This will be the only change in this section.

**6. Discussion on REPAC Membership Subcommittee:**

**Kyle Coleman-** He will reach out to people on the subcommittees on this.

**7. Next Meeting Date: May 18, 2016**

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

**All Approved,** The meeting adjourned at 12:00 pm.