

**Alamo Area Council of Governments  
Regional Emergency Preparedness Advisory Committee Meeting  
Wednesday, June 15, 2016 – 1:30 p.m.  
Policy Room-COSA/Bexar County EOC  
8130 Inner Circle Dr, San Antonio, Texas 78235**

**MEETING MINUTES**

**MEMBERS PRESENT:**

<ol style="list-style-type: none"> <li>1. Dr. Charles Bauer</li> <li>2. Steve Olfers for John Culpepper</li> <li>3. Chief Walton Daugherty</li> <li>4. Shelby Dupnik</li> <li>5. Jeffery Fincke</li> <li>6. Robert Adelman for Chief Joe Hamilton</li> <li>7. Steve Hannemann</li> <li>8. Cindy Stafford for Leann Hosek</li> <li>9. Jeff Kelley</li> <li>10. Kade Long</li> <li>11. Mark Mattick</li> </ol>	<ol style="list-style-type: none"> <li>12. Valerie Frausto for William “Vance” Meade</li> <li>13. Mark Montgomery for Eric Epley</li> <li>14. David Prasifka</li> <li>15. Ernest Reich for Carey Reed</li> <li>16. Lt Braxton Roemer</li> <li>17. Chief Edwin Baker for Mayor Johnny Stahl</li> <li>18. Danny Taylor</li> <li>19. William Thomas</li> <li>20. Chief Lawrence Trevino &amp; Jeffrey Dean</li> <li>21. Kyle Coleman &amp; Scott Lampright for Judge Nelson Wolff</li> <li>22. Derek Wrenn</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. Ray Kallio</li> </ol>	<ol style="list-style-type: none"> <li>4. Kyle Kutscher</li> <li>5. Keith Lutz</li> <li>6. Dan Pue (representing Live Oak)</li> <li>7. Dannie Smith</li> </ol>
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**STAFF PRESENT:**

<p>Shane Jenkins- Homeland Security/9-1-1 Manager          Laura Richardson- Public Safety Administrative Assistant          James Minze- Homeland Security GIS Planner</p>
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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 One (21) members present.

**3. Citizens to be Heard**

There were no citizens to be heard.

**4. Consider and act upon approval of minutes for June 15, 2016.**

A motion was made by Mr. Jeffery Fincke and seconded by Mr. Derek Wrenn to approve the minutes.

**All Approved, Motion Carried.**

**5. Discussion and appropriate action on sub-committee reports:**

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

**i. Strategic Planner monthly update**

*Jeffrey Dean & Leigh Middleton-* We are having meetings on the strategic plan. We are also going out to any counties that want us to come out. We are also meeting with all sub committees at their meetings in June. We are working with SWAT and also the Alamo Area Police Chiefs. We haven't got much response yet on the document sent out 5-24-16. They will resend it to everyone.

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

They did put 8.0 on the Web EOC.

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

*Robert Adelman-* We have the correct Windows Server Wave Media software for the servers now. STRAC was having connectivity issues but have it worked out. We will have a meeting here on the 21<sup>st</sup> with Leigh. On July 20<sup>th</sup> at 9:30-11:30 we will have the State Reps for the Texas Public Safety Broadband to come down and do a briefing on the coverage mapping utility. Will talk about First Net capacity in Texas. We are trying to find a location for the meeting.

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

*Kyle Coleman-*The Medina dam looks really good. We finished the first 3 position specific classes. We have 3 more to go.

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

**1. Fire-** We will be meeting on the 23<sup>rd</sup> at AACOG at 9:30am.

**2. Police-N/A**

**3. EMS-N/A**

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

*Steve Hannemann-* We will meet later this month. We had an exercise with US Border Patrol. On July 6<sup>th</sup> there will be an all-day meeting in McAllen to discuss ZIKA planning. They want emergency management people there also.

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

*Chris Stokes-* They are working with Leigh on getting a meeting date set within the next few weeks. Staff has completed the following data sets: all EMS, fire departments, fusion centers, data centers and blood banks. All have been completed and uploaded. They are also currently working on community health care centers, dialysis centers, free-standing surgical centers, child daycares, water/wastewater assets, and Tier II facilities.

We also restructured our data catalog and set update frequencies & updates. Our DS7 Watchboard module has been activated back in May.

**6. Discussion and appropriate action on REPAC By-Laws**

**A. Approval of REPAC By-Law membership changes**

A draft of the membership section of the By-Laws which was discussed at previous meeting was passed out. This draft had some wording changes that the AACOG Executive Director wanted

added in order to present to the AACOG Board of Directors. She recommended the changes because the Board would want to have more clarification for approval.

After further discussion, these were the changes decided on for the final version:

4.1.4-4.1.4 will stay the way it is worded and

4.1.6-4.1.7 will be worded:

**4.1.6** One representative from Department of State Health Services – Region 8 to represent public health.

**4.1.7** One representative from education, either k-12 or Higher Education, selected by the committee.

A motion was made to approve the above changes to the By-Laws by Mr. Jeffery Fincke and seconded by Mr. David Prasifka.

All Approved, Motion Carried.

*These changes will go to the AACOG Board of Directors for their meeting in July.*

## **7. Discussion and appropriate action on Membership items:**

- A. New Member:** McMullen County, Fire Chief Jason Cooper- McMullen County Representative.
- B. New Member:** Texas Department of Public Safety, Frank Galvan- DPS representative
- C. New Alternate:** Texas Department of Public Safety, Tommy Cavazos- DPS representative, as alternate to primary member Frank Galvan.
- D. New Member:** Lower Colorado River Authority, John Havenstrite- LCRA representative.
- E. New Alternate:** Lower Colorado River Authority, Julia Kroll- LCRA representative, as alternate to primary member John Havenstrite.
- F. New Alternate:** Lower Colorado River Authority, Pat Brandy- LCRA representative, as alternate to primary member John Havenstrite.
- G. New Member:** Bexar County Emergency Services District #7, Fire Chief Kevin Clarkson- Bexar County E.S.D. #7.
- H. New Alternate:** Bexar County Emergency Services District #7, Assistant Chief Chris Willis- Bexar E.S.D. #7, as alternate to primary member Kevin Clarkson.

There was a **motion** made by **Mr. Robert Adelman** and **seconded** by **Mr. Mark Mattick** to approve **Item A**.

**All Approved, Motion Carried.**

There was a motion made by **Mr. Jeffery Fincke** and seconded by **Mr. Mark Mattick** to table items **B-H** until the By-Laws have been changed and approved.

**All Approved, Motion Carried.**

## **8. Discussion and appropriate action on REPAC letter to OOG**

The drafted copy of the letter to the Office of the Governor was passed out for discussion.

After discussion it was decided the tone was accurate but the second paragraph was too long and needed to be divided. It was divided in two separate areas to make 3 paragraphs. It will be divided at the sentence: An upper and lower funding projection limit is a crucial part of our process as a region. It will also be divided at the sentence: It also concerns this

committee that you have now taken the Fusion Center calculation addition out of the required 25% Law Enforcement funding.

The final version will be presented at the next meeting.

**9. AACOG Homeland Security Planning Report:**

The State says that the next year's grant will be the same at this point. We need to come up with a simpler form which we can now do since we know what they want in eGrants. We will figure out when we can get the app process started and will work with Jeffrey Dean on how it will work with the THIRA.

The THIRA is going to an online web portal. We will learn more at the end of the month.

**A. HLS Planning Update**

1. Intern- we have an intern starting soon and will be sending him out to the counties. He will be doing an inventory on all the trailers. He will have around 240 hours in his internship. Please let us know if he can help you on anything to do with your projects.

**10. Next Meeting Date: July 20, 2016**

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

**All Approved,** The meeting adjourned at 2:50 pm.