

**Alamo Area Council of Governments
Regional Emergency Preparedness Advisory Committee Meeting
Wednesday, August 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"> 1. Jason Cooper 2. John Culpepper 3. Harold Lovejoy for Chief Walton Daugherty 4. Robert Elizondo for Chief Duane DuBose 5. Shelby Dupnik 6. Jeffery Fincke 7. Steve Hannemann 8. Cindy Stafford for Leann Hosek 9. Ray Kallio 10. Patrick Pinder for Kyle Kutscher 11. Toni Bradford for Kade Long 12. Keith Lutz 13. Mark Mattick 	<ol style="list-style-type: none"> 14. Valerie Frausto for William “Vance” Meade 15. David Prasifka 16. Dan Pue 17. Carey Reed 18. Lt. Braxton Roemer 19. Roger Lampman for Dannie Smith 20. Chief Edwin Baker for Mayor Johnny Stahl 21. Danny Taylor 22. William Thomas 23. Jeffrey Dean for Chief Lawrence Trevino 24. Kyle Coleman & Scott Lampright for Judge Nelson Wolff 25. Derek Wrenn
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MEMBERS ABSENT:

<ol style="list-style-type: none"> 1. Dr. Charles Bauer 2. Erwin Brown 3. Eric Epley 	<ol style="list-style-type: none"> 4. Chief Joe Hamilton 5. Jeff Kelley
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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</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 Six (26) members present.

3. Citizens to be Heard

There were no citizens to be heard.

There was one guest to speak.

Tiffany Harris- AACOG Public Relations Coordinator:

She has handouts for nominations for the 2016 Regional Awards. If you have any person or company that you would like to nominate then let her know. There have been awards given previously to Committee members from REPAC and CJAC.

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

A motion was made by **Mr. David Prasifka** and seconded by **Mr. Mark Mattick** 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- There will be a call for the 2017 Projects coming soon.

Leigh Middleton- We met up with most of the sub-committees. We are working towards putting together a regional database for all the response teams. That will have a training roster and equipment inventory. We have met several times with Fire & Hazmat. The Call for Projects will help identify tasks for the strategic plan and how we will address our goals. We will work this out to include the counties and rural areas also.

IF you have a project that will work with the strategic plan then let Leigh know.

The International Fire Conference is going on right now.

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

They did training last week and have a meeting coming up.

C: Inter-Op Communications sub-committee report-

Jeff Wendling- We have a team of 3 of us (also Steven Garza & Allen Guido) and we are working on getting the 2014 Twisted Pair project finished. We have reached out to 5 counties to start. In the first phase, we are working on putting together an intercom so that all the county dispatch centers will be able to talk to each other. It is a one button system. There will be gaps right now.

The second phase is another layer that will allow you to remotely COOP your primary call channel at your jurisdiction.

The 3 of us are available to you to help you with any communication gaps that you have.

An email from Robert Adelman is being sent out by James Minze this afternoon. This is a reminder to check your Geo maps on First Net coverage. There will be a website to go to. Make sure it is what you want for your county and if it is not then let them know.

Tony- the PPS exercise is in November. Kyle Coleman has sent emails out about it. Nov 7 is the first day. This will show you what your faults are and where you need to make improvements. This is a great time to test your systems and back up channels.

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

Keith Lutz is retiring as Chair. He has too much going on right now. He would like to be moved to Co-Chair. Mark Chadwick has no problem with that. If you would like to be Chair or nominate someone then let us know. Carey Reed was suggested but she does not have time either with her other committee duties.

E: Regional Response sub-committee report-

1. Fire- We have not had any meetings but we are having a HAZMAT drill the week of Nov 14th.

2. Police-N/A

3. EMS-N/A

Triage care is a big issue right now. There will be a Regional Mass Casualty exercise Nov 9th.

They are flying in people from the coast for this.

F: Public Health and Agriculture sub-committee report-

ZIKA has been taking up a lot of time. There are no cases in Texas right now.

They are developing a state high consequent infectious disease plan. Each Regional will have a standard operating guide. Some people here have already been asked to work on this. We will have planning activities coming up.

G: CI/KR sub-committee report-

Jeffery Dean for Chris Stokes- The watchboard CAD integration is nearing completion.

Looking at a September timeframe. When this happens then we will have a technology meeting.

6. 2017 Call for Projects

A. Discussion on Regional Strategic Plan in relation to the 2017 Call for Projects.

Shane Jenkins- We are handing out the Call for Projects sheet. One of the things asked for last grant season was to start the process sooner. This is what this is. The state is still using eGrants and this year should be a little easier. We will still put the data in eGrants when it is available. We will also be using the data for the strategic plan. The due date is tentatively Sep 30th. It will be finalized in a couple days. We will get this sent out by next week. Instructions will be sent in the email.

7. Discussion and appropriate action on Membership items:

The Board will review next Wednesday. We did not have time to get it in the agenda for last month.

We can take action at the next meeting.

A. New Member: Texas Department of Public Safety, Frank Galvan – DPS representative

B. New Alternate: Texas Department of Public Safety, Tommy Cavazos – DPS representative, as alternate to primary member Frank Galvan

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

D. 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. Keith Lutz** and seconded by **Mr. Steve Hanneman** to table all items until the By-Laws have been approved by the AACOG Board.

All Approved, Motion Carried.

8. AACOG Homeland Security Planning Report:

A. Homeland Security Update:

1. Intern- Our intern completed his hours and is no longer with us.

2. Site Visits- We are working on dates right now.

3. Update on REPAC Letter to the Office of the Governor (OOG)-

There was a change in the M&A recently. It is a complicated issue but they have changed the definition. We are working with the other COGS on this issue. They are trying to say that we will charge our jurisdictions for helping with grants but we have not and will not charge

our jurisdictions. None of the other COGS charge either. This is a new issue that just came up this week and is being dealt with.

James Minze-The ERGs (Emergency Response Guidebooks) have been delivered and we also have some to hand out today. If you need any then let him know.

9. Next Meeting Date: September 21, 2016

Announcement: Steve Hanneman is retiring.

10. Adjournment: A MOTION was made and SECONDED to adjourn.

All Approved, The meeting adjourned at 2:30 pm.