

**Alamo Area Council of Governments
Regional Emergency Preparedness Advisory Committee Meeting
Wednesday, September 22, 2016 – 1:30 p.m.
Policy Room- COSA/Bexar County EOC
8130 Inner Circle Drive, San Antonio, Texas 78235**

MEETING MINUTES

MEMBERS PRESENT:

<ol style="list-style-type: none">1. Jason Cooper2. Steve Olfers for John Culpepper3. Chief Walton Daugherty4. Chief Duane DuBose5. Epley, Eric6. Jeffery Fincke7. Robert Adelman for Chief Joe Hamilton8. Carolyn Rutherford for DSHS9. Cindy Stafford for Leann Hosek10. Ray Kallio11. Mark Cheatum for Jeff Kelley12. Kade Long	<ol style="list-style-type: none">13. Valerie Frausto for William “Vance” Meade14. David Prasifka15. Chief Dan Pue16. Carey Reed17. Lt. Braxton Roemer18. Roger Lampman for Dannie Smith19. Chief Edwin Baker for Mayor Johnny Stahl20. Danny Taylor21. William Thomas22. Chief Lawrence Trevino23. Kyle Coleman & Scott Lampright for Judge Nelson Wolff24. Derek Wrenn
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MEMBERS ABSENT:

<ol style="list-style-type: none">1. Dr. Charles Bauer2. Erwin Brown3. Shelby Dupnik	<ol style="list-style-type: none">4. Kyle Kutscher5. Keith Lutz6. Mark Mattick
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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>

1. Opening

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

2. Roll Call

A quorum was established with Twenty Four (24) members present.

3. Citizens to be Heard

There were no citizens to be heard.

4. Consider and act upon approval of minutes for August 17, 2016.

It was noted that the date of the minutes on the agenda read July 20, 2016 instead of August 17, 2016 which is the correct date.

A motion was made by **Mr. Jeffery Fincke** and seconded by **Mr. Danny Taylor** 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- We are having some issues with the sub-committee chairs. Take the time to read through the strategic plan and let us know of any changes that you think need to be made. The HAZMAT plan is also done and will be emailed out. All of the 2017 projects will be added in this process.

Leigh Middleton- She has a final first draft of the strategic plan. She will be emailing it out to everyone and would like feedback.

Shane Jenkins- We need to fill the sub-committee chair positions. We have quite a few “unknowns” right now. We need to get these filled so they can help coordinate with the grant projects. This is a something the state will look at. Either James or Shane need to be at all sub-committee meetings to capture data where you are discussing the grant projects.

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

Jeffery Fincke will be Co-Chair for this committee.

C: Inter-Op Communications sub-committee report-

Robert Adelman- Jeff Wendling has been going to sites and doing site surveys. He is trying to identify communication gaps along the way.

Jeff Wendling- We are helping the agencies identify where their needs are with the Interop project. We have Medina County on line with their radios. We have found out that many agencies need to upgrade their Interop mobile radios to fill the gaps. The whole purpose of identifying the gaps is to help the agencies try to fill those gaps whether it is funding with us or somewhere else.

The Bylaws state that radios for Interop will be looked at one a case by case basis.

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

Carey Reed said she would Co-Chair with Keith Lutz.

E: Regional Response sub-committee report-

1. Fire- Walton Daugherty- We have not had a meeting since the last REPAC but we are progressing with the HAZMAT. We are concentrating on that right now. Please get any information you need to Leigh. We are wanting information also on fire response and technical rescue. Any assets/inventory and training please send to Leigh.

2. Police-N/A

Al Ballew has been out a while for surgery. There were two people who were nominated to be Co-Chairs of this committee. It was decided by REPAC Chair Kyle Coleman to let the sub-committee decide who will be the Co-Chairs. They can also both be Co-Chairs.

3. EMS-N/A

Dudley Wait has been waiting on some paperwork to be able to go to the meetings. *Kyle Coleman will check with someone about this since we need to have EMS representation.*

F: Public Health and Agriculture sub-committee report-N/A

Carolyn Rutherford and Sammy Sikes will meet with Roger to try and step in as Chair.

G: CI/KR sub-committee report-

Chris Stokes- We have 13 different data sets completed. We are also working on the technical aspects of ECAD. Hopefully we will have this project completed in the next three weeks.

6. Grant Workshop

A. Mandatory Grant Workshop presentation-

Shane Jenkins- We have to have a short mandatory grant workshop. A presentation was given and handouts passed out. Everyone present at the meeting gets credit for attending the Mandatory Grant Workshop. There will be a new mandatory grant workshop presentation made by the State. They do not have it done and are anticipating that this will be completed by Dec. This is geared towards the people that will input the projects in eGrants.

The 2017 Grant Timeline shows that call to projects went out. They are due Sep 30 and will be assigned to working groups 10-3. This is one reason it is very important to the working groups set with Chairs and Co-chairs. The timeline may have to change somewhat due to what we learned at TARC.

The EHP form must be filled out by everyone. Do not start purchasing or installing any equipment until the Federal Government and the State sign off on it.

The training review form must also be filled out.

7. Discussion and appropriate action on Membership items:

There was a REPAC Membership Voting Tool passed out for voting on new membership items. The voting tool will fill the 6 positions that are currently open. The votes were tallied by AACOG staff. These are the positions filled per the final decision after the votes were tallied:

New REPAC Members –

Inside Bexar County – 2 vacant seats filled

Chief Luis Valdez – Leon Valley Fire Department

Alternate – Alex O’Rourke

Chief Manuel Casarez – Universal City Fire Department

Alternate – Lt. Patrick Lewis

Outside Bexar County – 2 vacant seats filled

Chief Christopher Filline – Castroville Police Department

Alternate – Lt. Brian Jackson

Lt. Brian Valenzula – Hondo Police Department

Alternate – Chief John Martinez

City of San Antonio – 1 vacant seat filled

Cpt. Shawn Ury – San Antonio Police Department

Alternate – Rachelle Littlefield

Bexar County – 1 vacant seat filled

Kyle Coleman – Bexar County Fire Marshal’s Office/OEM

Alternate – John Ortega Jr.

Existing Member Updates-

Louis Lopez- New Alternate for Judge Nelson Wolff

Joe Palfini- New Alternate for Eric Epley

Previously Tabled Nominations-

Frank Galvan- Texas Department of Public Safety

Tommy Cavazos- Alternate to Frank Galvan

There was a motion made by **Mr. Mark Cheatum** and seconded by **Mr. Robert Adelman** to accept the membership items as determined by the tallied votes.

All Approved, Motion Carried.

8. AACOG Homeland Security Planning Report:

A. Homeland Security Update:

Shane Jenkins- Findings from TARC:

1. You have one shot to get your project sent to the State correctly.
2. We need to make sure as a region that we have a large amount of projects in case they have to disallow any.

They are getting stricter on the Nexis to counter terrorism. On the LE car route, there will be a separate eGrant entry for this. It has to have a counter-terrorism tie to LE projects within the 25% mandatory allocation.

There will also be a narrower window for radio projects. Shane will reach out to the jurisdictions that have radio projects once we get more clarification from the State.

James Minze- Will send out the latest membership report.

9. Next Meeting Date: October 19, 2016

10. Adjournment: A MOTION was made by **Mr. David Prasifka** and **SECONDED** by **Chief Walton Daugherty** to adjourn.

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