

**Alamo Area Council of Governments  
Regional Emergency Preparedness Advisory Committee Meeting  
Wednesday, August 16, 2017 – 1:30 p.m.  
Al J. Notzon III Board Room  
8700 Tesoro Drive, Suite 100, San Antonio, Texas 78217-6228**

**MEETING MINUTES**

**MEMBERS PRESENT:**

<ol style="list-style-type: none"><li>1. Manuel Casarez</li><li>2. Kyle Coleman</li><li>3. John Culpepper</li><li>4. Chief Duane DuBose</li><li>5. Victor Wells for Eric Epley</li><li>6. Jeffery Fincke</li><li>7. Tommy Cavazos for Frank Galvan</li><li>8. Cindy Stafford for LeAnn Hosek</li><li>9. Ray Kallio</li><li>10. Mark Cheatum for Jeff Kelley</li><li>11. Bryce Houlton for Kyle Kutscher</li><li>12. Thad Siwecki for Kade Long</li><li>13. Keith Lutz</li><li>14. Douglas Berry for William “Vance” Meade</li></ol>	<ol style="list-style-type: none"><li>15. Doug Meckel</li><li>16. Captain Patrick Murnin</li><li>17. David Prasifka</li><li>18. Matt Malone for Chief Dan Pue</li><li>19. Carey Reed</li><li>20. Brian Vorauer for Lt. Braxton Roemer</li><li>21. Sammy Sikes</li><li>22. Roger Lampman for Dannie Smith</li><li>23. Edwin Baker for Mayor Johnny Stahl</li><li>24. Danny Taylor</li><li>25. William Thomas</li><li>26. Chief Lawrence Trevino</li><li>27. Scott Lampright for Judge Nelson Wolff</li><li>28. Derek Wrenn</li></ol>
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**MEMBERS ABSENT:**

<ol style="list-style-type: none"><li>1. Jason Cooper</li><li>2. Chief Walton Daugherty</li><li>3. Shelby Dupnik</li><li>4. Christopher Filline</li></ol>	<ol style="list-style-type: none"><li>5. Bexar County</li><li>6. Luis Valdez</li><li>7. Bran Valenzula</li></ol>
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**STAFF PRESENT:**

James Minze- Homeland Security Coordinator  
Laura Richardson- Public Safety Specialist

## 1. Opening

Chairman Kyle Coleman called the meeting to order at 1:35 p.m.

## 2. Roll Call

A quorum was established with Twenty Eight (28) members present.

## 3. Public Comments

There were no public comments.

## 4. Consider and act upon approval of minutes for July 19, 2017.

**A motion** was made by **Mr. Jeffery Fincke** and **seconded** by **Mr. Scott Lampright** to approve the minutes.

**All Approved, Motion Carried.**

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

### **A: Critical Infrastructure and Key Recourses:**

**Chris Stokes** – We had a meeting this morning. The CI/KR team is still working to map the radio tower infrastructures and have collected over 200 towers. This data will all migrate into the digital sandbox. We reviewed the Priority 1 assets which are most critical. Staff attended the International CI/KR Conference this past month, where data collection via drones was a hot. Please check the monthly report that was emailed out for July 2017 for more information.

### **B: Emergency Management and Community Preparedness: N/A**

**Keith Lutz** – We have nothing at this time.

### **C: Emergency Response-Fire-:N/A**

**Derek Wrenn**-We have nothing at this time.

### **D: Emergency Response-Law Enforcement: N/A**

### **E: Inter-Operable Communications:**

**Jeff Wendling** – We are working on map coverage. Please ask LCRA about liberating their policies so you can have operational contact and be able to talk to each other on the radio. They are wanting to place a charge on this. WAVE-Bexar County & STRAC have worked hard to get this system set up. We have the majority of counties online. We are missing some but will have them up soon.

**Steve Sample**- showed how the WAVE system worked online and what it looked like.

### **F: IT/Fusion Center:**

**Victor Wells** – We met July 26<sup>th</sup>. We discussed the WEBEOC and had 239 unique logins. If you subscribe to the boards in the maps then you will get the updates. If you choose all new and updated then you will start receiving them.

Unnamed incidents- If something happens in your area and an incident needs to be created immediately, you will use this option. That is what it was created for. A member of the STRAC staff will later change the title of the event and create another “unnamed incident”. STRAC hosts WEBEOC training each month.

I-Info- The committee went through the utilization and licensing for STRAC.

We sent out the user lists by domain to each agency. Please let STRAC know if anyone needs to be deleted. If a user needs to be added this request can be completed online.

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

**Sammy Sikes**- We are meeting the 9<sup>th</sup> of this month. The CDC has a mapping program called “Red Sky”. Texas will be the first state to participate with this project and users will be able check it for any outbreaks in their area. This should go out in the next couple months. There were 5 reported cases of Anthrax found in cattle in Crockett County. They quarantined the area and have requested all ranchers to vaccinate their cattle.

**G: Strategic Planning:**

*Leigh Middleton-* We moved the PIO workshop & exercise to Sep 27<sup>th</sup>. The Senior Leadership Tabletop Exercise was held the week prior to this REPAC. Similar surveys were handed out both during the tabletop exercise and REPAC. The green sheet survey was Strategic Planning Goals that are to be included in the regional Strategic Plan. The blue sheet survey included some regional objectives and priorities. These surveys will help to determine what is important to the REPAC in order to move forward in the regional planning process. These were picked up at the end of the meeting.

**6. Discussion and appropriate action on the creation of the Hospital/EMS/Medical Sub-Committee with Eric Epley as Chair:**

*James Minze* – We needed to formally vote on the creation of this sub-committee since it was recommended and informally voted on during the previous month’s meeting.

A **MOTION** was made by **Mr. Jeffery Fincke** and **SECONDED** by **Mr. Bryce Houlton** to approve the creation of the Hospital/EMS/Medical Sub-Committee with Eric Epley as Chair.

**All Approved, the Motion Carried.**

**7. Discussion on the continuation of the I-Info project:**

This item was tabled until Eric Epley is able to attend a meeting since he requested the item to be put on the agenda.

**8. Presentation of the FEMA based ICAM Project by STRAC:**

This item was tabled until Eric Epley is able to attend a meeting since he requested the item to be put on the agenda.

**9. Program Updates:**

**A. Upcoming FY2019 Projects:**

*James Minze* - The ACOG Interlocal Agreement with the Office of the Governor has been renewed and signed. There is a new equipment disposition form site for equipment with an estimated value over \$5000. James will send the link out by email to everyone.

Sub Committees - need to start meeting and get your focus for the new grant season. A tentative project submission schedule was discussed. It was projected that projects will be due the end of October. A finalized project submission schedule will be sent out once we get the dates confirmed by the OOG.

Membership- This will be in Sept. This will be to fill our vacant seats.

**10. Items to be placed on next meeting’s agenda: N/A**

**11. Next Meeting Date: September 19, 2017.**

**12. Adjournment:** A **MOTION** was made by **Mr. David Prasifka** and **SECONDED** by **Mr. Jeffery Fincke** to adjourn.

**All Approved,** The meeting adjourned at 2:40pm.