

**Alamo Area Council of Governments  
Regional Emergency Preparedness Advisory Committee Meeting  
Wednesday, September 19, 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. Kyle Coleman</li><li>2. Jason Cooper</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. Robert Adelman for Bexar County</li><li>9. Cindy Stafford for LeAnn Hosek</li><li>10. Ray Kallio</li><li>11. Jeff Kelley</li><li>12. Bryce Houlton for Kyle Kutscher</li><li>13. Kade Long</li><li>14. Douglas Berry for William “Vance” Meade</li></ol>	<ol style="list-style-type: none"><li>15. Doug Meckel</li><li>16. David Prasifka</li><li>17. Chief Dan Pue</li><li>18. Carey Reed</li><li>19. Brian Vorauer for Lt. Braxton Roemer</li><li>20. Sammy Sikes</li><li>21. Roger Lampman for Dannie Smith</li><li>22. Edwin Baker for Mayor Johnny Stahl</li><li>23. Danny Taylor</li><li>24. William Thomas</li><li>25. Chief Lawrence Trevino</li><li>26. Alex O’Rourke for Luis Valdez</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. Manuel Casarez</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. Keith Lutz</li><li>6. Patrick Murnin</li><li>7. Brian Valenzula</li></ol>
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**STAFF PRESENT:**

James Minze- Homeland Security Coordinator  
Lisy Velazquez- Public Safety Administrative Assistant

**1. Opening**

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

**2. Roll Call**

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

**3. Public Comments**

James Minze- We passed out our flyer for our 2017 AACOG Regional Awards. There are multiple categories. All nominations are due Monday, October 9<sup>th</sup>. Recipients will be honored during the AACOG Area Council and Board of Directors Annual Meeting on Wednesday, December 6, 2017.

**4. Consider and act upon approval of minutes for August 16, 2017.**

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

**All Approved, Motion Carried.**

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

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

*Jeffery Moore* – We did a lot of GIS support during hurricane Harvey with map support. A web application for SA Fire Dept. was designed for fire rescues that have occurred in 2017 as an interactive website. Please refer back to Chris Stokes email with all his updates.

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

*Carey Reed* – We have not met.

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

*Derek Wrenn* – We have not met.

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

**E: Inter-Operable Communications:**

*Robert Adelman* – This committee has not met though we are continuing to enhance the WAVE network. We are still 5 counties shy of completing. Due to hurricane Harvey, STRAC added about 300 new licenses. The state has taken notice of the radio systems and how well they worked during the Harvey response. We expect new positive things coming in the future.

**F: IT/Fusion Center:**

*Victor Wells* – We met Sep 13<sup>th</sup>. Hurricane Harvey usage statistics: Staging; we tracked 877 assets, the disaster victim patient tracking board was used heavily, 1067 unique user logins, 9270 times someone logged in, we tracked over 100 evacuees from hospital to hospital, and 200 mobile medical patients were tracked.

**G: Hospital/EMS/Medical:**

*Scott Hitchman* – The hospital group has not met but will meet this Friday. During the course of Harvey, STRAC had over 100 state ambulances rostered. We had an additional 200 FEMA ambulances, all 13 state Am buses, and 25 FEMA helicopters. The regional medical facilities saw over 3000 patients directly related to this event. SAMSU was reducing the blueprint at the time of this meeting. Over 7000 first responders were sheltered within the area.

**H: Public Health and Agriculture: N/A**

*Sammy Sikes* – We have not met. DSHS had sprayed 4.86 million acres for mosquitoes as vector control at the time of this meeting. So far in 2017, 30 cases of the ZIKA virus have been reported in Texas.

**G: Strategic Planning:**

**Jeffery Dean** – We are completing these exercises and surveys to help identify the gaps in our region. This helps in our strategic planning to decide where to focus our funding with grant projects. We are identifying key elements. We are moving forward with this strategic approach.

**Leigh Middleton** – Handout was given with results from the surveys that were done at the last meeting. This highlighted what the focus areas and goals are for the Strategic Planning. We also had the Senior Leadership Exercise. There were areas for improvement identified in Planning, Operational Coordination, Public Information and Warning, and Situational Assessment.

**6. Discussion and appropriate action on the recommendation to approve membership replacement:**

**A. Patrick O’Connell**, Captain- City of New Braunfels Fire Department

\*Replacing Assistant Chief Derek Wrenn

**B. Chief Patrick Zepeda**, Fire Chief- City of San Antonio Office of Emergency Management

\*Replacing Chief Lawrence Trevino

A **MOTION** was made by **Mr. Jeff Kelley** and **SECONDED** by **Mr. Sammy Sikes** to approve the above membership replacements A &B.

**All Approved, the Motion Carried.**

**7. Discussion on the recommendation to update the REPAC By-Laws to reflect the current project application process:**

The By-Laws currently reflect our previous “scoring” process for applications. It was brought to our attention by the State that they need to reflect our current “ranking” process instead. The suggested change for the committee By-Laws is to replace the verbiage for “scoring” and replace it with “ranking”. These are all showing in red with strike-throughs. With scoring, there is a possibility of a tie but with ranking there is no chance of this. This method is recognized by the State of Texas as best practice.

The other change discussed is to move the By Laws review to July from January.

There is a 30 day layout period so the motion can be made at the next meeting.

**8. Program Updates:**

**A. FY2019 Project Timeline and Process:**

**James Minze** – There was a Project Submission Schedule handout given for the FY2019 Projects. The finalized project schedule will be sent out. The project workshop will be in November in conjunction with the REPAC meeting. James will send email out with alternative dates for the project workshop and mandatory grant workshop that will be in conjunction with the Dec REPAC Meeting. The Sub-Committees need to be meeting as soon as possible. James will get with the Chairs and Co-Chairs soon. James will check where the State is at with the “Stop the Bleed” project.

**B. OOG/AACOG Interlocal Update**

We will have more information on this at the next meeting.

**9. Upcoming Training**

Sep 27<sup>th</sup> is the PIO Training.

Sep 29<sup>th</sup> around 11:00 is the retirement lunch for Chief Trevino. It is at the EOC.

Oct 11<sup>th</sup> is the T600 Disaster Finance class. It is on [www.preparingtexas.org](http://www.preparingtexas.org).

This is in Kerrville and is one day each month.

**10. Items to be placed on next meeting's agenda:**

*Diane Rath*- spoke about how unique we are working with the JBSA.

**11. Next Meeting Date: October 18, 2017.**

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

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