

**Alamo Area Council of Governments
Regional Emergency Preparedness Advisory Committee Meeting
Wednesday, December 20, 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"> 1. Manuel Casarez 2. Kyle Coleman 3. John Culpepper 4. Walton Daugherty 5. Shelby Dupnik 6. Victor Wells for Eric Epley 7. Jeffery Fincke 8. Tommy Cavazos for Frank Galvan 9. Robert Adelman for Bexar County 10. Cindy Stafford for Leann Hosek 11. Ray Kallio 12. Jeff Kelley 13. Bryce Houlton for Kyle Kutscher 	<ol style="list-style-type: none"> 14. Thad Siwecki for Chief Kade Long 15. Keith Lutz 16. Chief Doug Meckel 17. Patrick Murnin 18. Carey Reed 19. Brian Vorauer for Braxton Roemer 20. Sammy Sikes 21. Chief Edwin Baker for Mayor Johnny Stahl 22. Danny Taylor 23. William Thomas 24. Luis Valdez 25. Scott Lampright for Judge Nelson Wolff 26. Jeffrey Dean for Chief Patrick Zepeda
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MEMBERS ABSENT:

<ol style="list-style-type: none"> 1. Jason Cooper 2. Chief Duane DuBose 3. Christopher Filline 4. Willam “Vance” Meade 5. Patrick O”Connell 	<ol style="list-style-type: none"> 6. David Prasifka 7. Chief Dan Pue 8. Dannie Smith 9. Brian Valenzula
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STAFF PRESENT:

<p>James Minze- Homeland Security Coordinator Cumorah Eldredge- Homeland Security Planner Marcela Medina-Public Safety Director Laura Richardson- Public Safety Specialist</p>

1. Opening

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

2. Roll Call

A quorum was established with Twenty six (26) members present.

3. Public Comments

There were no public comments.

4. Consider and act upon approval of minutes for November 15, 2017.

A motion was made by **Mr. Scott Lampright** and **seconded** by **Mr. Jeff Kelley** 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 – Please see Chris Stokes’ email he sent out with the November summary report.

B: Emergency Management and Community Preparedness:

Carey Reed – We met this month but will meet next month to discuss projects. Nothing else at this time.

C: Emergency Response-Fire-:

Walton Daugherty- We will meet after the first of the year to discuss projects. We will also discuss who will take over as Vice Chair and maybe someone taking over as Chair in the next couple months. Walton Daugherty retired last week.

D: Emergency Response-Law Enforcement: N/A. They will meet in January.

E: Inter-Operable Communications:

Robert Adelman – We will meet in January. The Texas Interoperable Executive Committee had a workshop a few weeks prior and updated the channel plan. One new requirement is that agencies have to sign a MOU to be eligible for funding. Each jurisdictional/governing body has two years to complete this. It does not have to go before a judge. A webinar will come out in Feb or March. James Minze will forward the link to everyone.

Every county is now on WAVE! We will continue to expand with Fire and EMS. We are going to try to tie into gators and possible remote sites in Kerr and Kendall counties. STRAC commented that the WAVE program will be tied throughout the state EMS.

F: IT/Fusion Center:

Victor Wells –We met Dec 13 with a full house. We had 246 unique logins in November. In the Sutherland Springs incident we had 353 unique logins. We discussed the regional asset tracking board. Jeffrey Dean will work with the regional response team to get their assets loaded. Barret has been working on the LE Navigation system including city and counties. He built that all in layers in Web EOC. He also added a live traffic layer.

I-Info-Medina County has upgraded their panic system. We received annual data from Joe Abrams. There are 101 licenses, 2999 total campaigns, 442,223 messages delivered.

The subcommittee decided to have AACOG proceed with the RFP and keep the individual County who came forward as a backup if AACOG is not able to take over I-Info.

G: Hospital/EMS/Medical: N/A.

H: Public Health and Agriculture: N/A

Sammy Sikes – Nothing at this time.

G: Strategic Planning:

Leigh Middleton- We will move forward with the priorities and initiatives that we discussed for the strategic plan. Leigh will also be creating checklists for people who may not be as involved as others in exercises. There will be different functions for different people. This will be something everyone in the region can use.

Jeffery Dean- We are required to do an electronic version on our THIRA. Due to us being an UASI, we need the projects brought forward to be identified in our THIRA. We have to submit a new plan every year. We need to work on this all year. We want to try and get more federal dollars for our region.

6. Discussion and appropriate action on the distribution of the Stop the Bleed kits.

1925 kits have come in. There was discussion on how to distribute within the counties and jurisdictions. It was ultimately decided that they will be distributed among SO Deputies, Constables, Fire Marshal, PD Officers, and County Employees. Each County was asked how many they needed and gave totals. There will be an additional 30 given to each County. These kits are meant to be kept on person and not in vehicles.

The totals decided on are:

Atascosa- 80
Bandera- 79
Bexar- 30
Comal- 281
Frio- 80
Gillespie- 87
Guadalupe- 420
Karnes- 96
Kendall- 127
Kerr- 160
McMullen- 60
Medina- 149
Wilson- 101
Grand Total= 1750

The balance will be given to Bexar County and City of San Antonio to distribute as needed. Counties can coordinate with Kyle Coleman to receive their kits or can ask to have them brought to REPAC meeting to pick up.

A **motion** was made by **Bryce Houton** and **seconded by Keith Lutz** to distribute as decided on in the totals above.

All Approved, Motion Carried.

7. Discussion and appropriate action regarding elections for committee Chair and Vice Chair.

There were two nominations for Chair: Carey Reed and Jeffery Fincke. There was one nomination for Vice Chair which was Kyle Coleman.

Ballots were handed out to vote for Chair. The majority tallied vote was for **Jeffery Fincke**.

A **motion** was made by **Jeff Kelley** and **seconded by Sammy Sikes** to approve the majority vote for *Jeffery Fincke as Chair and for Kyle Coleman as Vice Chair*.

All approved, motion carried.

8. Discussion and appropriate action on the following membership item.

A. Alternate Replacement:

i. Chief Joseph Salvaggio- alternate for Chief Luis Valdez (Fire Dept) with City of Leon Valley, replacing Alex O'Rourke.

A **motion** was made by **Carey Reed** and **seconded** by **Scott Lampright** to approve the alternate replacement above.

All approved, motion carried.

9. Recent Events

Edwin Baker- He was incident commander and the first non-law enforcement person on scene. Discussed the Sutherland Springs incident. He said all the responders all did a great job. We had a lot of help from people who came immediately including Kyle Coleman and Eric Epley. We were fortunate that a surgical conference was going on at the time and they were able to open up 14 surgical units immediately. We were able to get all the victims cleared from the scene within an hour. There were over 100 agencies that came in within 48 hours to assist. BCFS used Web EOC so everyone could access pertinent information about victims. This came in handy to know which victims were in which hospitals and for funeral information. They also handled all monetary donations and resources.

Jeffery Fincke- There will be an open house at the new EMS facility Jan 8th from 4-7pm.

10. Program Updates:

James Minze- RFAs were released last week. Projects are due Dec 30th. Sub-Committees will review and discuss them in January. There are minimal changes from last year. Minimum funding level is \$2500.00. We still have 25% overall going to LEPTA and 60-70% going to Bexar CO and COSA.

11. Training and Exercises.

Kyle Coleman- There is a CISM training at EOC for first responders and citizens. It is 3 days long. District 7 is putting it on.

12. Items to be placed on next meeting's agenda. N/A

13. Next Meeting Date: January 17, 2018.

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

All Approved, The meeting adjourned at 3:05pm.