**Alamo Area Council of Governments**

**Regional Emergency Preparedness Advisory Committee Meeting**

**Wednesday April 17th, 2024 – 2:00pm**

**2700 NE Loop 410, Suite 101**

**San Antonio, Texas 78217**

**MEETING MINUTES**

***MEMBERS PRESENT:***

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| 1. **Ray Kallio for Judge Rochelle Camacho** 2. **Michael Hayes for Andrew Cardiel** 3. **Mark Chadwick** 4. **Walton Daugherty** 5. **Shelby Dupnik** 6. **Kyle Jacobson for Eric Epley** 7. **Gary Haecker** 8. **Jeff Kelley** 9. **Donald Keil** 10. **Judy Lefevers** 11. **Christopher Monestier** 12. **Scott Moreland** | 1. **Michael Morlan** 2. **Steve Olfers** 3. **Patrick Lewis for Todd Perna** 4. **Curtis Roberson** 5. **Justin Calhoun for Braxton Roemer** 6. **Chris Lopez for Peter Sakai** 7. **Colin Davis for Sammy Sikes** 8. **Cindy Stafford** 9. **Michael Starnes** 10. **Jason Cooper for Judge James Teal** 11. **Mark Trevino & Matthew Lodge** |

***MEMBERS ABSENT:***

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| 1. **Donovan Agans** 2. **Manuel Casarez** 3. **Jeffery Fincke** 4. **Tony Gross** 5. **Brandon High** 6. **Justin Klaus** | 1. **Judge Kyle Kutscher** 2. **Eric Maloney** 3. **Samual McDaniel** 4. **John Overstreet** 5. **William Thomas** |

***AACOG STAFF PRESENT:***

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| Marcela Medina – Public Safety Manager  Justin Monarez- Criminal Justice/Homeland Security Coordinator  Laura Richardson- Public Safety Specialist |
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**1. Meeting called to Order.**

Jeff Kelley called the meeting to order at 2:00pm.

**2. Roll Call.**

A quorum was established with twenty-six **(26)** members present.

**3. Public Comments**

None

**4. Consider and act upon the approval of the April 17, 2024 minutes.**

A **motion** was made by **Walton Daugherty** and secondedby **Scott Moreland** to approve the minutes.

**All Approved, Motion Carried.**

**5. Presentations:**

1. Monthly National Weather Service Update- Paul Yura- NA

**6. Program Updates**

**A. Upcoming MCI Exercise in Seguin scheduled for June 12, 2024-**

AACOG is working with Guadalupe Co. This tabletop exercise is tentatively scheduled for June 11th.

1. **JBSA Core Planning Team-**

I am part of a core planning team for the JBSA Military Installation Resiliency Report.

1. **Scoring of FY24 NSGP Applications-**

This was completed this month by Marcela and me.

1. **2023-2024 SHSP Project Updates-** we will have these scheduled for next month.

Our allocation will stay in the 1.3 million range for the foreseeable future.

**7. Discussion and appropriate action on subcommittee reports.**

1. **Emergency Management- NA**
2. **Fire/Hazmat/WMD-N/A**
3. **Law Enforcement/Fusion Center-N/A**
4. **Interoperable Communications-N/A**
5. **Hospital/EMS/Medical-**

Had an EMS exercise. Patients come from military training. Exercise was 30 critical patients with a new system to them. Hospitals did great learning and implementing.

1. **Public Health-N/A**

**New Business:**

1. **Discussion and appropriate action on REPAC Bylaws and the following:** 
   1. **Policies and Procedures**
   2. **Subcommittee Guidelines**
   3. **Risk Informed Methodology**

There was further discussion on these topics which will continue over the next several meetings. The interlocal agreement with OOG states: *“The COG shall ensure that the HSAC has varied participation including, but not limited to representation from various counties, municipalities, non-profit organizations, disciplines, and/or other stakeholders from within the region”.*

The current Bylaws has membership at 36 members. This is COSA/Bexar/Other – 40%

Rural/Small Urban – 50%.

**Bylaw staff recommended changes are**:

* 1. **Currently**-Pertaining to cities situated in Bexar County, AACOG will go through the Granter Bexar County Council of Cities (GBCCC) to solicit nominations.

**Change to**-In the event of a vacancy, AACOG shall identify an eligible municipality and solicit a nomination from their mayor’s office. The REPAC shall vote on the nomination for approval.

* 1. **Currently**-– Forty percent (40%) of members of the committee must be in attendance at a meeting to constitute a quorum.

**Change to**- Fifty percent (50%) plus one of the members of the committee must be in attendance at a meeting to constitute a quorum.

* 1. **Curren**t: The Chair and Vice-Chair of a subcommittee are not required to be members of the REPAC and shall be based on the required subject matter of each individual committee from the AACOG Region. Nominations are made by the REPAC Chair based on recommendations from AACOG Homeland Security Staff and require a majority vote from the REPAC. Subcommittee Officers will hold a term of 2 years without subsequent term limits.

**Change to**- Stipulate the conflict of interest for Chair and Vice-Chair. Concern for possible COI when making recommendations to the REPAC.

**Policies and Procedures**:

**Question on regional applications** – if all counties are said to be benefiting from a regional project, is it a violation of COI if they (counties receiving goods or services) participate in the ranking? This would mean that no county could/should rank the application.

**Response**: If an applicant indicates in their project that the project would benefit other counties or the region, those other counties/regions would not have a COI and could participate in the prioritization process. However, if the project directly benefits a county or counties based on expenses in the budget, then the benefiting agency(ies) should abstain.

**PSO Recommendation**:

In the future, if the subcommittee has one agency take the lead and combine projects, we will highly encourage the COG (and the benefitting agencies) to ensure that the project submitted to the OOG is clear regarding this relationship and how the other agencies benefit from the project

**Risk Informed Methodology-**

The risk-based Assessment Methodology states 4 different areas of risk. Funding, Threat, Vulnerabilities and Consequences.

The Funding allocation states- “The Office of the Governor’s Homeland Security Division has indicated that 60-70% of the funds should go to projects in the City of San Antonio and Bexar County”. There was discussion about this wording. Some people want the 60-70% taken out since the OOG does not look at that percentage any longer. Others suggested taking out the wording of the Office of the Governor.

We need to look at agencies that leave money on the table and don’t use all of their funded amount given in our region. That is why it is important to have the agencies give us their updates on where their projects are currently with their funded projects. Don’t ask for something that you don’t need or can’t commit to in your grant.

**Closing Items-**

1. **Upcoming Events, Trainings and/or Exercises**
2. Jeff Kelley- Has an NGT 466 coming up May 29th in New Braunfels. About 10 seats left. It is on [www.preparingtexas.org](http://www.preparingtexas.org). It is enhanced risk management for special events.
3. **Items to be placed on next meeting agenda.**

None

1. **Next Meeting Date: Tuesday June 18th, 2024 –2:00pm due to holiday on 19th.**

**13. Adjournment.**

A **motion** was made and seconded to adjourn.

Meeting adjourned at 3:28pm.

Glossary:

1. AACOG – Alamo Area Council of Governments
2. CISA – Cybersecurity and Infrastructure Security Agency
3. DSHS – Department of State Health Services
4. DVE – Domestic Violent Extremism
5. GIS – Geographic Information Systems
6. HSGD – Homeland Security Grants Division
7. JTTF – Joint Terrorism Task Force
8. LETPA – Law Enforcement Terrorism Prevention Act
9. NPA – National Priority Area
10. NSEDC – National Special Events Data Call
11. NSGP – Nonprofit Security Grant Program
12. OOG – Office of the Governor
13. RMOC – Regional Medical Operations Center
14. SAOEM – San Antonio Office of Emergency Management
15. SERI – Statewide Emergency Radio Infrastructure (grant)
16. SHSP – State Homeland Security Program
17. STEAR – State of Texas Emergency Assistance Registry
18. STFC – South Texas Fusion Center
19. STRAC – Southwest Texas Regional Advisory Council
20. TARC – Texas Association of Regional Councils
21. TEEX – Texas A&M Engineering Extension Service