**MINUTES**

**Homeland Security Advisory Committee**

**Monthly BVCOG (Region 13) Meeting**

1330 September 29th, 2022

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| Committee Chairman | Shelly Butts – Emergency Management Coordinator  Madison County Office of Emergency Management | | | |
| Committee Vice Chair | Erik Maiorano- Emergency Management Coordinator- Robertson County | | | |
| Type of Meeting | Monthly HSAC Meeting with Virtual Option | | | |
| BVCOG Staff Members in Attendance | Cagan Baldree – Public Safety Planning Manager  Addison Walker – Homeland Security Planner | | | |
| HSAC Guests in Attendance | Rob Santarsiero Brazos Co. Sheriff’s Office; Leah Mishket BCSO Intern; Dan Reilly National Weather Service | | | |
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| Homeland Security Advisory Committee Members in Attendance | | | | |
| Brazos County | | | | |
| Eric Buske |  | Patrick Corley | **Present** |
| Peggi Goss | **Present** | Leslie Lutz |  |
| Monica Martinez |  | David Dibello | **Present** |
| Michele Meade | **Present** | Steve Aldrich | **Present** |
| Paul Martinez |  | Kenneth Utz |  |
| Curtis Darby |  | James Arnold |  |
| Rodney Sigler |  | Scott Smith |  |
| Santos Navarette | **Present** | Tradd Mills |  |
| Jeanelle Gottlob | **Present** | Rich Giusti |  |
| Burleson County | | | | |
| Charles Barnes |  | Dennis Gaas |  |
| Gene Hermes |  | Bill Perry | **Present** |
| Duane Strange |  | Jake Sullivan |  |
| Grimes County | | | | |
| Katherine Dornak (Lee) | **Present** | Todd Greene |  |
| Jason Katkoski |  | David Lilly | **Present** |
| Neal Wendele |  | Sinda Phelps | **Present** |
| Ryan Rutledge |  |  |  |
| Leon County | | | | |
| Byron Ryder |  | Jerrod Jones |  |
| Jim Carrigan | **Present** | Bobby Walters |  |
| Linda Richardson | **Present** | Victor Smith |  |
| Jim Scott |  | Jackie Morrow |  |
| Kyle Workman |  | Jimmy Gifford |  |
| Jason Sullivan |  | William Bud Trammel |  |
| Madison County | | | | |
| Bobby Adams |  | Richard Morris |  |
|  |  | Shelly Butts | **Present** |
|  |  |  |  |
| Robertson County | | | | |
| Adam Gallagher |  | Karen Box |  |
| Diana Ferrell |  | Rosa Hoyt |  |
| Erik Maiorano | **Present** | Gerald Yezak |  |
| Chuck Hairston |  | Joe David Scarpinato |  |
| Nester Leamon |  | Dr. Stacey Allen Cude |  |
|  |  |  |  |
| Washington County | | | |
| Kirk Hanath |  | Kevin Deramus |  |
| Dant Lange |  | Larry Neveux |  |
| John Chancellor |  | Bryan Ruemke | **Present** |
| Jamie Woodall |  | Trey Holleway |  |
| Damon Cunningham |  | Brian Sheffer |  |

1. **Call to Order** – Ms. Shelly Butts called the meeting to order at 1340 hrs.
2. **Invocation-** The invocation was delivered by Mr. David Lilly.
3. **Pledge of Allegiance**
4. **Introductions** – Introductions were made by all members and staff physically present.
5. **Action Items**
   1. **Consider for Approval August 31, 2022, HSAC Meeting Minutes:** 
      1. Ms. Meade made a motion to move for approval the August 31, 2022, HSAC meeting minutes with the changes to correct Mr. David Lilly’s name as well as correct the previous meetings end time to 1500. Mr. Bryan Ruemke seconded the motion. The motion for approval passed with changes as noted.
   2. **Consider for Approval 2022 Threat and Hazard Identification and Risk Assessment (THIRA)**
      1. After thorough discussion of the 2022 Threat and Hazard Identification and Risk Assessment (THIRA) document and the potential necessary corrections, Mr. Jim Carrigan made a motion to move for approval of the 2022 Threat and Hazard Identification and Risk Assessment (THIRA). Mr. David Dibello seconded the motion. Ms. Meade voted in approval of the motion on behalf of Brazos County. Mr. Perry voted in approval of the motion on behalf of Burleson County. Mr. Carrigan voted in approval of the motion on behalf of Leon County. Ms. Butts voted in approval of the motion on behalf of Madison County. Mr. Maiorano voted in approval of the motion on behalf of Robertson County. Mr. Ruemke voted in approval of the motion on behalf of Washington County. Mr. Lilly voted in approval of the motion on behalf of Grimes County. The motion for approval passed.
   3. **Consider for Approval 2022 Stakeholder Preparedness Review (SPR)**
      1. After thorough discussion of the SPR document and potential necessary corrections, Mr. Jim Carrigan made a motion to move for approval of the 2022 Stakeholder Preparedness Review with the change of “HIMS” to “NIMS” on page 20. Ms. Meade seconded the motion for approval. Ms. Meade voted in approval of the motion on behalf of Brazos County. Mr. Perry voted in approval of the motion on behalf of Burleson County. Mr. Carrigan voted in approval of the motion on behalf of Leon County. Ms. Butts voted in approval of the motion on behalf of Madison County. Mr. Maiorano voted in approval of the motion on behalf of Robertson County. Mr. Ruemke voted in approval of the motion on behalf of Washington County. Mr. Lilly voted in approval of the motion on behalf of Grimes County. The motion for approval passed with changes as noted.
   4. **Consider for Approval BVCOG Public Safety Planning FY 2023 & FY 2024 Grant Policies and Procedures** 
      1. After thorough discussion of the Public Safety Planning FY 2023 & FY 2024 Grant Policies and Procedures document and the potential necessary corrections, Mr. Ruemke made a motion to amend the amount of the WebEOC Project as well as the MCP-1 Satellite Service Project to not exceed 5% of the previous years’ Project cost. Mr. Carrigan seconded the motion. The motion for amendment passed.
      2. After thorough discussion of the Public Safety Planning FY 2023 & FY 2024 Grant Policies and Procedures document and the potential necessary corrections, Mr. Ruemke made a motion to move for approval of the BVCOG Public Safety Planning FY 2023 & FY 2024 with the change made to page 24 changing the year from 2023 to 2026, as well as the amendment of the amount of the WebEOC and MCP-1 Projects to not exceed 5% if the previous years’ Project cost. Ms. Meade seconded the motion to move for approval.Ms. Meade voted in approval of the motion on behalf of Brazos County. Mr. Perry voted in approval of the motion on behalf of Burleson County. Mr. Carrigan voted in approval of the motion on behalf of Leon County. Ms. Butts voted in approval of the motion on behalf of Madison County. Mr. Maiorano voted in approval of the motion on behalf of Robertson County. Mr. Ruemke voted in approval of the motion on behalf of Washington County. Mr. Lilly voted in approval of the motion on behalf of Grimes County. The motion for approval passed with changes as noted.
6. **Committee Reports**
   1. **Communications Subcommittee**: Ms. Meade informed that the next WebEOC working group had not been scheduled due to the Texas A&M football season but relayed a message from Mr. Lutz that he will send out an email to set a date for the next Web EOC working group meeting.
   2. **Intelligence Subcommittee- Mr. Rob Santarsiero:** Mr. Santarsiero informed the committee that there will be a large announcement in the upcoming week. The Real Time Crime Center grant was recently rebid to establish final numbers. Once this is returned, they will be able to begin moving forward with the project.
   3. **Strategic Documents Subcommittee:** Ms. Meade informed the committee that up for discussion at the next committee meeting will be how to update MOUs.
7. **County Updates:** 
   1. **Burleson:** No Updates Given.
   2. **Brazos County:** Brazos County is still waiting on the AAR from the County Cyber Security Exercise held on August 30th. Ms. Meade sent an email on the possibility of holding a G191 course in the next year and needs a response from partners on the level of interests in the course. The county plans to host a 402 class after the beginning of the year and a PIO course will be occurring in November. A burn ban for the county is under consideration.
   3. **Grimes County:** Grimes County is heavily discussing the possibility of reinstating a burn ban for the County. If conditions do not approve in the next week reinstating a burn ban will be likely. Grimes County is looking at what they will do with their portion of the Mit-Mod funding and would like to focus those funds on re-doing flood maps for the county.
   4. **Leon County:** Leon County has found a company that will refurbish shelter for the county and has concrete poured for the foundation of the Centerville tower. On January 18th an 8-hour Mass Fatality Training will occur at Annex 2 in Centerville and Mr. Carrigan is seeking more participants with the class requiring at least 25 attendees.
   5. **Madison County:** Madison County is currently considering a burn ban and has been working on their animal sheltering plans in partnership with the Ag extension office. Madison County is looking to do an elected official course in the beginning of the upcoming year. The county is working to enhance the dispatch console at sheriff’s office and have received the necessary hardware with the software installed.
   6. **Robertson County:** Robertson County still has disaster declarations in place for COVID-19, drought, and wildfire. There is currently no burn ban, but the possibility of one will be mentioned in the next commissioner’s court. The county is monitoring GLO allocation of funding with the hope of utilizing funding for emergency communications.
   7. **Washington county**: The volunteer fire departments are still putting together an AAR for the large fire Washington County experienced and are currently awaiting more information to complete this report.
   8. **Weather update**: Mr. Dan Reilly- Mr. Reilly informed that the region is in a dry pattern and will be for several weeks. The fall and early winter outlooks for a dry period. In the near term, there is no rain, and the air is dry as well.
8. **Homeland Security Planner Updates- Addison Walker, BVCOG:** Ms. Walker relayed to the committee information about the potential partnership with the Department of Homeland Security’s Blue Campaign, the National campaign combatting human trafficking. This partnership will bring customized support, trainings, co-branded materials, speaking opportunities, and promotions to the region to combat human trafficking. Ms. Walker is currently collecting information to update the Regional Resource Guide and requested partners communicated any updated information to her. A reminder was given to begin thinking about possible projects for grant applications and that FY 22 grant awards will be released to the awardees within the next week. Ms. Walker also presented the DIR incident Response Team Redbook, a workbook that outlines necessary steps of cyber incident response, which would be beneficial resource for partners to utilize.

Ms. Meade informed partners that that TAC should be the first call of a county when cyber security issues arise, with TAC possessing resources that the counties should utilize. Ms. Meade also informed partners that house cybersecurity insurance with TAC that the renewal of cybersecurity insurance policy TAC will require counties to use dual authentication.

Ms. Meade informed that BVSAR has not had high attendance at meetings and that participation must come from the 7-county area. The BVSAR meetings are potentially going back to a zoom meeting at 12:00 PM. If that time does not work, please let Jason Norad know. The next BVSAR exercise will be in January and needs more participation from partners.

1. **Program Updates**
   1. Brazos Valley Communications Project- No updates given.
   2. Community Emergency Response Team- No updates given.
   3. Criminal Justice- No updates given.
   4. Capital Area of Texas Regional Advisory Council- No updates given.
   5. Hazard Mitigation: Cagan Baldree- Public Safety Planning Program Manager-. Mr. Baldree asked the committee members if mental health is incorporated into any AAR or if that is part of partners plans to do so and Mr. Baldree is also connecting with law enforcement to possibly conduct mental health training or funding. Mr. Baldree informed that the RAC had previously worked within this field pertaining to CISM. Mr. Baldree asked of the committee to provide any information they may possess on the topic or if they have an interest in training to reach out to him.

Ms. Meade informed Mr. Baldree that there has previously been resources pertaining to mental health and asked if that was still the cased of Mr. Dibello and Mr. Corley who clarified that there is still a CISM group that was stronger before the COVID-19 pandemic, but while weaker and will a smaller amount of participation it is still active, clarifying that the participation and leading of the group was an interjurisdictional effort in Brazos County area.

Mr. Baldree provided information on the GLO Mit-Mod project, that all jurisdictions have been sent funding acknowledgment letters that possess preliminary allocation amounts that are subject to change. The public hearing will be October 14th at the BVCOG at 12:00 PM. The jurisdictions that have not sent in letters to confirm or deny participation in the allocation are Iola, Bedias, Navasota, Plantersville, Madison County, Brenham, Bryan, College Station, Wixon, Kurten, Brazos County, Calvert, Leona, Normangee, and Oakwood. These letters of acceptance or denial are due on October 13th by 5PM. Mr. Baldree encouraged jurisdictions to place this allocation before commissioner’s court or city council, but this is not a requirement. If a jurisdiction would like to take the consideration of participation to commissioner’s court or city council but are unable to do so before the October 13th deadline, the city requires mayor signature for contingent approval. Mr. Baldree notified the committee that if a jurisdiction declines participation, their funding will be placed back in the regional allocation of funding, it will not stay in the specific county where the decline of participation occurred. The information is found on the BVCOG website of who received what allocations and will be updated as people decline. Public comment period will be open from start of meeting on October 14th to October 31st.

1. **Important Dates-** Ms. Walker summarized the following important dates:
   1. **10/26**- October HSAC meeting
   2. **11/8-11/10-** Public Information Basics Course
   3. **1/18-** Mass Fatality Planning and Response Training
2. **Public Comments:** No public comments.
3. **Adjourn at 1445 Hrs.-** Mr. Dibello made a motion for adjournment. Mr. Carrigan seconded the motion.