**MINUTES**

**Homeland Security Advisory Committee**

**Monthly BVCOG (Region 13) Meeting**

1330 January 25th, 2022

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 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 | Jason Ware- Brazos Co. Deputy EMC, Tim Speer- TDEM Madison Co. CLO, Troy Keller- TDEM CLO, Marshall Mohr- AgriLife Extension, Ron Hambric- Brazos County ARES, Asa Jaillson- AgriLife Extension, Donnie Mordecai- Normangee ISD Chief of Police, Don Koester- Washington Co. Commissioner, Dustin Majewski- Washington Co. Commissioner | | | |
|  |  | | | |
| Homeland Security Advisory Committee Members in Attendance | | | | |
| Brazos County | | | | |
| Eric Buske |  | Patrick Corley |  |
| Peggi Goss |  | Leslie Lutz |  |
| Monica Martinez |  | David Dibello | **Present** |
| Michele Meade |  | Steve Aldrich |  |
| 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 | **Present** | 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 | **Present** | 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 | **Present** | Joe David Scarpinato | Present |
| Nester Leamon |  | Dr. Stacey Allen Cude | **Present** |
|  |  |  |  |
| Washington County | | | |
| Kirk Hanath |  | Kevin Deramus | Present |
| Dant Lange |  | Larry Neveux | **Present** |
| John Chancellor | **Present** | Bryan Ruemke | **Present** |
| Jamie Woodall |  | Trey Holleway |  |
| Damon Cunningham |  | Brian Sheffer | **Present** |

1. **Call to Order** – Ms. Shelly Butts called the meeting to order at 1330 hrs.
2. **Invocation-** The invocation was delivered by Mr. Carrigan.
3. **Pledge of Allegiance**
4. **Introductions** – Introductions were made by all members and staff physically present.
5. **Action Items**
   1. **Consider for Approval of the November 30th, 2022, HSAC Meeting Minutes:** 
      1. Mr. Bryan Ruemke made a motion to approve the November 30th HSAC meeting minutes. Mr. David Dibello seconded the motion for approval. The motion for approval carried.
6. **Committee Reports**
   1. **Communications Subcommittee**: **No updates given.**
   2. **Intelligence Subcommittee- Mr. Rob Santarsiero: No updates given.**
   3. **Strategic Documents Subcommittee: No Updates Given.**
7. **County Updates:** 
   1. **Burleson:** Burleson County has begun meetings in preparation for Chilliest which will occur on March 31st and April 1st.
   2. **Brazos County:** Brazos County is hosting the G300 and G400 course starting February 9th and will occur every consecutive Thursday to the first week in March. The courses filled up reaching the target of 30 students per class. Brazos County has begun revamping their Hazard Mitigation Plans and have had several meetings in preparation. These plans are due in 2024. In December of 2022 Ms. Gottlob met with fellow EMCs in the County and opened a warming center for the artic chill that came to the region over Christmas,. While there are no current formal plans for events such as what occurred, there will be work to form plans moving forward puling from the After Action Report that was held about the event. The County has also gone over the After Action Reports for the COVID Vaccination Hub. Commissioners Court has agreed to fund the Brazos County Emergency Management Planner with funding beginning on February 4th.
   3. **Grimes County:** Grimes County is drawing to a close on developing the new Hazard Mitigation Plan. The County should have a draft copy ready by Friday and will send to TDEM if the Plan looks good. The buyout program, as of next Wednesday, will be issuing out two buyout checks, with three more clients as part of the buyout program. The county is hopeful to have all properties cleared out by June. This is Grimes County’s first buyout program that has been done. These properties are located in rural areas so the County will let them go back to their natural state and will maintain as necessary. There is a new HSAC member, Martha Smith taking over for the position of Todd Greene.
   4. **Leon County:** Leon Countyrecently had a Mass Fatality training and ended up with 48 attendees in the course. Mr. Carrigan is hoping to host the AWR 160 WMD Awareness class focusing on the ERG book and is hoping to hold it in the CEOC. Leon County is beginning to update their Hazard Mitigation Plan and is hoping to receive grant money to have someone write it. Mr. Carrigan met with all school resources in Leon County other than Oakwood ISD and is hoping they will be active with the committee. Leon County has a communication committee now and has a meeting this upcoming Wednesday at 9AM to go over the propagation studies.

Mr. Carrigan asked about ILAs and MOUs and the process of updating the documents throughout the region. Mr. Ruemke mentioned that this process is part of the strategic documents subcommittee. Ms. Walker detailed the previous issues that have occurred in beginning the process of updating the MOU and ILAs for the region and then discussed the possibility of creating a SharePoint for the region that houses all the regional documents allowing access across the region.

* 1. **Madison County:** Madison County is working with Leon County to get radio communications all together, trying to currently get console patches in and are working with the schools and police departments that serve both counties. The County is on a 5-year rotation to replace radios and is currently on year 3, currently adding many users to their system. The County hosted the first big OEM meeting since COVID, receiving a lot of good feedback for plans. Currently working on the reverse notification system bringing elections administration into that system. The County has had turnover in the nursing homes and the other nursing home that was destroyed during the tornado is still not up and running. The County has a new CLO Tim Seers from TDEM and two new DAR agents.

Mr. Mohr communicatedplans for looking at doing projects for officers and sheriff’s deputies on how to handle livestock when they encounter them and equipping them on best practices for similar situations as well as developing a wildfire mitigation plan at the local level in the future.

* 1. **Robertson County:** Robertson County had two warming shelters that opened on Friday, December the 23rd and Saturday the 24th. There were difficulties in communications and getting buy in to open the centers in the region, but overall successful in getting the word out. While there was not a lot of participation, if more power had been lost in the region attendance would have been higher. Robertson County is currently working on Hazard Mitigation Plan updates and are delving into getting LEPC up and running again. The County hosted Aggie bonfire in the past which went smoothly.
  2. **Washington county**: Washington County is starting to work on their Hazard Mitigation Plan that is due in 2024 and have begun work to revamp the LEPC for the County and begin regular meetings with that. Paradigm, the pipeline group, is coming to Brenham to offer a training.

1. **Homeland Security Planner Updates- Addison Walker, BVCOG:**

Ms. Walker explained that the Build America Buy America Act is officially in place, detailing that all iron, steel, manufactured products and construction materials used in federal funded grant projects must be produced in the United States. The SHSP falls within the federal funded grant program. This act has three different waivers that will allow the awardee to use materials not produced in the United States.

Ms. Walker requested that if committee members would like specific materials or trainings from the DHS Blue Campaign partnership that they communicate that to MS. Walker in preparation of her meeting with the Blue Campaign.

Ms. Walker informed the committee that the Non-Profit Security Grant program is currently open and that the State is encouraging attendance to informational Zoom meetings.

Ms. Walker Communicated the important grant applicant dates and reminded applicants that applications must be submitted and certified in eGrants by February 9th.

Ms. Walker then shared the proposed grant projects for the region:

* Brazos County Emergency Management- Web EOC
* Brenham Police Department- 24” RatKit Breaching Equipment
* College Station Police Department -Night Vision
* City of Buffalo Police Department- Night Vision and Thermal Imaging
* Brenham Police Department- Portable Surveillance Kits
* College Station Fire Department- Active Attack Integrated Response Equipment Kits and Train the Trainer
* City of Bryan- Satellite Service for Regional Mobile Command Vehicle

Discussion occurred over the region not hitting the minimum allocation required for the NPA Domestic Violent Extremism. After a lengthy discussion Mr. Bryan Ruemke made a motion to open the letter of intent period to February 3rd only to receive applications combatting domestic violent extremism. Ms. Gottlob voted in approval of the motion on behalf of Brazos County. Mr. Strange 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. Ms. Lee voted in approval of the motion on behalf of Grimes County. The motion for approval passed. Discussion then occurred surrounding the previous amounts of grant funding the region has received. Mr. Lilly then communicated to the group what grant application scoring entailed and what to expect from that process.

If am applicant needs grant assistance, please reach out to Ms. Walker Via email or by phone.

Ms. Walker requested that HSAC members please have County Judges send an email or signed letter to Ms. Walker for HSAC member removal.

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- Mr. Baldree communicated that the CBDG MIT MOD that was approved in November, the GLO is coming to give a presentation on the process at 1PM on Monday the 30th. The public comment closed for the Harvey allocation and will be approved at the February Board Meeting.
   6. Manager-. No updates given.
2. **Important Dates-** Ms. Walker summarized the following important dates:
   1. 1/31- Last Day for Technical assistance on Grants
   2. **2/3-** SHSP & LETPA applications submitted to HS Planner by 5PM
   3. **2/9-** Applications submitted and certified in eGrants
   4. **2/9, 2/16, 2/23-** Intermediate Incident Command System for Expanding Incidents
   5. **2/13-14-** Grant Management Workshop at Harris County Sherriff’s Academy
   6. **2/14-** Grant Applicants Submit answers to questions from scoring subcommittee
   7. **2/22-** February HSAC Meeting
   8. **2/23, 3/2-** Advanced ICS Command and General Staff
   9. **5/2-5/3-** Active Shooter Course
3. **Public Comments**
   1. TDEM is conducting a full scale exercise the 16-18th. Robertson County will be hosting a G200 Course on the 26th and Madison County will be hosting the G200 Course on February 6th. The EMAT Conference is March 13th and the TDEM Conference is May 30th.
4. **Adjourn at 1510 Hrs.-** Mr. Ruemke made a motion for adjournment. Mr. Carrigan seconded the motion