



**Regional Emergency Preparedness Advisory Committee (REPAC) Meeting**  
**NCTCOG, Transportation Council Room**  
**June 6, 2019 / 9:30 a.m.**

**Meeting Notes**

**Opening Remarks/EPPC Update**

Chairs

**Rollcall**

NCTCOG Staff

**Approval of Notes from Last Meeting**

Committee Members

**Motion:** Tonya Hunter, seconded by Chase Wheeler to approve the February 21st meeting notes. The motion carried.

**Action Item(s)**

• **REPAC Handbook Update Based on AAR**

- Every year after project scoring, it is evaluated on how the scoring went, such as looking for ways to improve the process, etc.
- EP staff will host a one -day technical grants workshop each December and encourage two members from each working group to attend. EP Staff will be available to answer any questions as they write their projects.
- Working Groups may submit up to two projects that are different in scope per grant year. Projects that have the same scope will be scored as one project.
- REPAC will receive scoring criteria definitions during the scoring meeting.
- Working Groups are encouraged to use the PowerPoint created by EP.

**Motion:** Jerome Jones, seconded by Steve Howie to accept the changes made to the REPAC Handbook. The motion carried.

○ De-Obligated Funds

- Swept Funds will be prioritized towards unfunded or partially funded projects that have previously been scored by REPAC for the grant cycle that the re-allocated funds originated from.
- Question: Do we want to continue to fund un-funded projects or do we want to fund partially funded projects?
- Suggestion is for the Chairs to look at the list to see how much funds are left and evaluate what to do with those funds.
- It was recommended to create a committee of five people to evaluate what to do with swept funds.
- Should there be swept funds from a grant cycle based on a project list that have been scored and approved by REPAC and EPPC. Those swept funds will be determined by the chairs what to do with it based on priority and timing.

- The chairs will look at the entire list and figure out which ones are feasible. Once decided, they will then determine funding according to the scoring and unfunded and partially funded projects.
- Another suggestion is to have COG go to the project leads to see if it is going to be helpful, and if so, will there be a timeline involved.
- Question: Will it will need to be determined where the swept funds will go to, to do the most good? It was recommended to go to the list that is already scored by the REPAC group.

**Motion:** Roland Acebedo, seconded by Cody Powell that the REPAC Chairs are granted authority with the intent to review the list of expenditures of the swept funds and decide whether it is allocated to an unfunded project, or partially funded project. The motion carried.

### **Discussion Item(s)**

- **AAR Discussion of Setting Term Limits**

#### FY17 & 18 SHSP Project Update

- Limiting the number of 3-year terms a single person can hold.
- There were once an Urban and Rural SME seats.
- There are consecutive 3-years terms on the SME seats.
- There are county seats that are never relinquished.
- Do county seats need term limits?
- The SME seats are made up of one rural and one metro.
- The definition of Rural vs. Urban is Rural are the 12 outlining counties. The Urban are the 4 metro counties such as; Dallas, Denton, Tarrant, and Collin.
- Needing consistent people to hold these seats.

**Motion:** Steve Howie, seconded by Kenny Phillips to table the SME seat term limits. The motion carried.

- **Review Close-Out Projects Dates and Reallocation and Extension Procedures**

#### FY19 SHSP Project Funding

- Most of the FY17 projects have closed out. Anticipating all the monies have been spent for those projects.
- The FY18 projects will need small extensions due to a couple of conflicts. We do not anticipate having any sweeping funds to de-obligate from FY18 funds.
- There are currently \$6,172.09 in 2017 funds that are currently sitting in our sweep funds that are needing to be swept. We will need to go back through the projects to see which ones should be reallocated.
- There is just under \$1,000 to reallocate funds from FY18 projects.
- These funds will have to be reallocated before the end of the month.
- FY17 grants close-out date is August 31, 2019.
- FY18 grants close-out date is September 30, 2019.

- **Discuss the Project Funding Allocations as set forth by EPPC**

- We do not have the final allocations from the state.
- Target allocation was \$1.6 million, with 25% allocated to Law Enforcement.
- The final allocations that the state gave us was for the Carve-out projects and 2019 Regional Priorities.

- The funding committee that was selected went through each individual project line item by line item to determine what project would be cut. As they made certain cuts, adjustments were made for staffing salary line item.
- The final recommended allocation was 29% Law Enforcement.

- **REPAC SME and County Seats**

- There are numerous seats that are coming up for re-nomination. The current handbook state's there are nine seats to be filled by urban counties, and five seats by rural counties, and a single county can only hold three seats. The current roster states that Dallas and Tarrant are only eligible to only fill one of the three county seats. Collin does not have anyone on the council. Denton has one person on the Council but is eligible for two. There are three rural county seats that can be filled by any one of the rural counties.
- Do we really need to continue to vote for county seats? This process is more of administrative function.

Available Seats

- Fire (2)
- Police (1)
- Communications (1)
- Medical / Public Health (1)
- Emergency Management (1)
- County Seats – Dallas, Hood, Palo Pinto, Parker, Somervell, Tarrant
- Urban Area Seats – Dallas

**Motion:** Kit Marshall, seconded by Tonya Hunter to make the County and the Urban Area seats permanent and non-rotating. The motion carried.

**Chair & Vice Chair Seats**

**Motion:** Eric Gildersleeve, seconded by Will Allen to remove the Interim Chair and Interim Vice Chair titles and officially make David McCurdy Chair of REPAC, and Irish Hancock, Vice Chair of REPAC. The motion carried.

Candice will send out the nomination forms for REPAC, REM, member cities requesting nominations for open seats, including alternates.

**Mass Casualty TTX Briefing**

Alicia Toombs, Olson Group

The MCI Framework planning project was co-sponsored by the NCTTRAC, COG and DHS some gaps identified over the years from AAR through exercises, railroad incidents, etc., as well as through the THIRA/SPR. The framework 1<sup>st</sup> meeting was February 1<sup>st</sup>, and we received a lot of great coordination and collaboration from various stakeholders. The main component was received from a series of four workshops. The purpose of the framework is to develop a guidance for how we would respond to a mass casualty incident.

**Recovery Project Update**

EMWG Chair

Innovated Emergency Management, Inc was chosen as the vendor. This project will result in the creation of a regional framework for North Central Texas, based upon the Department of Homeland Security's National Disaster Recovery Framework, State, Local (Urban & Rural)

recovery documents, best practices, after action review / improvement plan documents which will allow jurisdictions to return to a healthy state following a disaster. The deliverables will be a disaster recovery plan framework, recovery toolkit, recovery summit and recovery exercise.

### **NCTCOG Updates**

NCTCOG Staff

- Chief Kidd will hold a workshop here at the COG
- Remodel and Meeting room update
- New Staff – Braydon Williams, SHSP Grant Coordinator

### **Committee/Public Comment**

### **Upcoming Events**

Complex Coordinated Terrorist Attack (CCTA) Tabletop Exercise	June 13, 2019
Homeland Security Conference	June 17 – 21, 2019
Radiological Workshop	August 1, 2019
Emergency Preparedness Planning Council (EPPC) Meeting	August 15, 2019

### **Next Meeting:**

August 6, 2019  
1:30 – 3:30

**North Central Texas Trauma Regional Advisory Council – Room 100**  
**600 Six Flags Drive**  
**Arlington, TX 76011**

### **Resources**

REPAC website: [www.nctcog.org/ep/REPAC](http://www.nctcog.org/ep/REPAC)

SHSP website: [www.nctcog.org/ep/SHSP](http://www.nctcog.org/ep/SHSP)

EPPC website: [www.nctcog.org/ep/EPPC](http://www.nctcog.org/ep/EPPC)

*All Quarterly REPAC meetings unless otherwise noted will occur in the Transportation Council Room from 9:30 a.m. – 11:30 a.m.*