

North Central Texas Council of Governments ▪ Emergency Preparedness Department

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## Emergency Preparedness Planning Council (EPPC) Meeting

### Minutes

NCTCOG, Microsoft Teams

August 19, 2021

9:30 AM - 11:30 AM

#### Pledge to United States and Texas Flags (9:33 AM)

Larry Woolley, Vice Chair

#### Opening Remarks (9:34 AM)

#### Welcoming of Members / Guests (9:38 AM)

Larry Woolley, Vice Chair

- Larry Woolley welcomed new members and guests

#### Rollcall (9:39 AM)

NCTCOG Staff

- Quorum was met

#### Approval of May 20, 2021, Meeting Minutes (9:40 AM)

EPPC Members

- **Motion:** Kit Marshall made a motion to approve the May 20, 2021, meeting minutes. The motion was seconded by Bobbie Mitchell. The motion carried at 9:41 a.m.


#### Administrative Business (9:41 AM)

NCTCOG Staff

- EPPC Bylaws Review
  - Addition of Code of Conduct language per OOG recommendation
  - This was approved by Executive Board at the July 22<sup>nd</sup> meeting
- Discussion on Member Attendance and Alternates

#### Business Items (9:45 AM)

Candice Forsyth, NCTCOG

- Approval of REPAC Seats, single nominations with no contest 
- Kit Marshall made a motion to approve the REPAC seats. The motion was seconded by Jason Schipper. The motion carried at 9:47 AM.

#### REPAC Handbook Approval (9:48 AM)

- Added pg. 9 – Failure to adhere to the code of conduct may result in removal from committee by the chair and Vice-chair.
- Added pg. 15 – Designate a scribe who will take notes during each meeting and send to the working group via listserv within one (1) week of the meeting.
- Added pg. 18 – Cyber Security as a recognized working group
- Danny Chambers made a motion to approve the REPAC handbook changes. The motion was seconded by Kathy Wheat. The motion carried at 9:49 AM.

## **FY22 SHSP Grant Applications (10:14 AM)**

Marcie Bruner, NCTCOG

- Nomination of Special Committee for Grant and Budget subcommittee
  - The Appropriations bill H.R 4431 is anticipated to be signed on-time or early this year
  - This can cause grant applications to be due as early as January and could push the entire grant process up by 2-3 months. Projects might need to be scored by end of January.
  - We will work with the working groups to have projects ready by November 2021.
  - Due to grant timeline constraints, we have previously sought permission for the chairs to approve the FY22 Grant and Budget subcommittee recommendations.
- Kit Marshall made a motion for chairs permission to approve the subcommittee's recommendations and submit to State with a follow up email to council in the event we don't have a meeting prior to submission. The motion was seconded by Steve Harrison. The motion carried at 10:00 AM.

## **Information Items (10:00 AM)**

Candice Forsyth, NCTCOG

- **Special Events Data Call**
  - Opens on August 2<sup>nd</sup> and closes on September 10<sup>th</sup>
  - Events are for December 1, 2021 – November 30, 2022
  - Email spreadsheets to Donna Insixiengmay by September 4<sup>th</sup>, so all events can be loaded in the HSIN portal by September 10<sup>th</sup>.

- **CI/KR Data Call Update (10:05 AM)**

Marcie Bruner, NCTCOG

- The CI/KR (Critical Infrastructure/Key Resources) data call opened and the EMCs of the 16 counties and the 100K population cities met to submit any infrastructure that they consider to be critical. We only have to submit one node to get credit from the state.
  - They decided to submit two infrastructures:
    - Cotton Operations in Ellis County
    - Dairy Operations in Erath County
  - Determine if additional Level 1 & 2 CI/KR can be submitted to FEMA next year
  - The State wants to collect Level 3 & 4 CI/KR that affect our local region
- **Public Education Working Group Update (10:15 AM)** Daniel Ringhauser, Grand Prairie
    - Daniel presented the PSA video and marketing campaign. The group did a social media campaign and local Spectrum programming spots. The goal is to drive audience to the website and analytics have shown to sessions have increased 39%, new users have increased 35% and total users have increased 36%.
    - 152,928 people have seen Facebook Ad
    - Next Steps: Create a new PSA video focused on Domestic Violent Extremism
  - **Training and Exercise Update (10:30 AM)** Candice Forsyth, NCTCOG
    - Upcoming trainings are listed in the presentation
  - **COG Updates/Announcements Update (10:32 AM)** NCTCOG Staff
    - Hiring of three positions, intern, specialist, and manager.
    - Congratulations to Hunt County for the approved HazMap plan.
  - **Upcoming Events (10:35 AM)**
    - National Homeland Security Conference, Las Vegas - August 30-September 2, 2021
    - Texas Association of Regional Councils Meeting, Virtual – September 7-10, 2021
    - International Association of Emergency Managers - Grand Rapids, MI October 15-22, 2021
  - **Member Comments/Public Comments (10:37 AM)** – No comments

Kit Marshall made a motion to adjourn meeting. Jason Browning seconded the motion.

**Meeting was adjourned at 10:37 AM**

**Next Meeting**

December 2, 2021

Meeting Location: TBD

Meeting time: 9:30 AM – 11:30 AM

**Resources:**

May meeting minutes

EPPC Roster

Alternate nomination forms

EPPC Bylaws

REPAC Seat Nominations

REPAC Handbook

Special Events Information

Training & Exercise Schedule

Emergency Preparedness: [www.nctcog.org/ep/](http://www.nctcog.org/ep/)

State Training Website: [www.preparingtexas.org](http://www.preparingtexas.org)