



# EMERGENCY MANAGEMENT COMMISSION REGULAR MEETING

City of Dripping Springs

Council Chambers, 511 Mercer St, Dripping Springs, TX

Thursday, December 16, 2021 at 12:00 PM

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## Agenda

### CALL TO ORDER AND ROLL CALL

#### Commission Members

Bonnie Humphrey, Chair

Bill Little, Vice Chair

Kay Allen

Roman Baligad

Scott Collard

Gordon DeWitte

Ron Hood

Mike Jones

Doug Fowler

Russell Paxton

Dillon Polk

### PLEDGE OF ALLEGIANCE

### PRESENTATION OF CITIZENS

*A member of the public who desires to address the Commission regarding any item on an agenda for an open meeting may do so at presentation of citizens before an item or at a public hearing for an item during the Commission's consideration of that item. Citizens wishing to discuss matters not contained within the current agenda may do so, but only during the time allotted for presentation of citizens. Speakers are allowed two (2) minutes to speak during presentation of citizens or during each public hearing. Speakers may not cede or pool time. Members of the public requiring the assistance of a translator will be given twice the amount of time as a member of the public who does not require the assistance of a translator to address the Commission. It is the request of the Commission that members of the public wishing to speak on item(s) on the agenda with a noticed Public Hearing hold their comments until the item(s) are presented for consideration. Speakers are encouraged to sign in. Anyone may request a copy of the City's policy on presentation of citizens from the city secretary. By law no action may be taken during Presentations of Citizens.*

### MINUTES

- 1. Discuss and consider approval of the June 17, 2021, Emergency Management Commission regular meeting minutes.**
- 2. Discuss and consider approval of the July 15, 2021, Emergency Management Commission regular meeting minutes.**

- 3. Discuss and consider approval of the November 18, 2021, Emergency Management Commission regular meeting minutes.**

## **BUSINESS**

- 4. Discuss and consider recommendation regarding approval of Pandemic Plan.**

## **STANDING COMMITTEE REPORTS**

- 5. Emergency Management Coordinator Report**  
*Roman Baligad, Emergency Management Coordinator*
- 6. Operations Committee Report**
- 7. Planning Committee Report**
- 8. Logistics Committee Report**
  - a) Generator Subcommittee
  - b) VOAD Subcommittee
- 9. Public Relations Committee**
- 10. Finance Committee Report**

## **UPCOMING MEETINGS**

### **Emergency Management Commission Meetings**

January 20, 2022, at 12:00 p.m.

February 17, 2022, at 12:00 p.m.

March 24, 2022, at 12:00 p.m.

### **City Council Meetings & Board of Adjustment Meetings**

December 14, 2021, at 5:00 p.m. (Waiver/Exception)

December 21, 2021, at 6:00 p.m. (Regular)

December 28, 2021, at 5:00 p.m. (Waiver/Exception)

January 4, 2022, at 6:00 p.m. (Regular/BOA)

## **ADJOURN**

### **TEXAS OPEN MEETINGS ACT PUBLIC NOTIFICATION & POSTING OF MEETING**

*All agenda items listed above are eligible for discussion and action unless otherwise specifically noted. This notice of meeting is posted in accordance with Chapter 551, Government Code, Vernon's Texas Codes. Annotated. In addition, the Commission may consider a vote to excuse the absence of any Commissioner for absence from this meeting.*

*I certify that this notice of meeting was posted at the City of Dripping Springs City Hall and website, [www.cityofdrippingsprings.com](http://www.cityofdrippingsprings.com), on **December 10, 2021, at 1:00 p.m.***

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*City Secretary*

*This facility is wheelchair accessible. Accessible parking spaces are available. Requests for auxiliary aids and services must be made 48 hours prior to this meeting by calling (512) 858-4725.*



# EMERGENCY MANAGEMENT COMMISSION REGULAR MEETING

City of Dripping Springs

Council Chambers, 511 Mercer St, Dripping Springs, TX

Thursday, June 17, 2021, at 12:00 PM

## MINUTES

### CALL TO ORDER AND ROLL CALL

With a quorum of Commissioners present, Chair Humphrey called the meeting to order at 12:05 p.m.

**Commission Members present were:**

Bonnie Humphrey, Chair  
 Kay Allen  
 Roman Baligad  
 Scott Collard  
 Gordon DeWitte  
 Ron Hood  
 Mike Jones  
 Curt Marek  
 Dillon Polk  
 Russell Paxton

**Commission Members absent were:**

Bill Little, Vice Chair  
 Doug Fowler

**Staff, Consultants & Appointed/Elected Officials present were:**

Council Member April Harris Allison

### PLEDGE OF ALLEGIANCE

Chair Humphrey led the Pledge of Allegiance to the Flag.

### PRESENTATION OF CITIZENS

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for consideration. Speakers are encouraged to sign in. Anyone may request a copy of the City's policy on presentation of citizens from the city secretary. By law no action may be taken during Presentations of Citizens.

No one spoke during Presentation of Citizens.

## MINUTES

### 1. Discuss and consider approval of the April 15, 2021, Emergency Management Commission regular meeting minutes.

A motion was made by Commissioner Collard to approve the April 15, 2021, Emergency Management Commission regular meeting minutes. Commissioner DeWitte seconded the motion which carried unanimously 10 to 0.

## STANDING COMMITTEE REPORTS

### 2. Emergency Management Coordinator Report

*Roman Baligad, Emergency Management Coordinator*

- City Hall is now fully open.
- DSRP incident at event precipitated review of rules and policy for venue security, which also make affect price.
- DSRP Fuel Station at manufacturing stage.
- COVID testing and vaccination mission complete – all turned over to pharmacies and clinics.
- Monitoring weather for seasonal response.

### 3. Planning Committee Report – No updates at this time.

### 4. Finance Committee Report

- CARES reimbursements have been submitted. First submission is complete, and the second submission is pending.

### 5. Public Relations Committee

- Hays Fair on September 11, 2021, from 9:00 a.m. – 4:00 p.m.

### 6. Logistics Committee Report

#### a) Generator Subcommittee

- Staff is still waiting on parts to complete installation.

#### b) VOAD Subcommittee

- Commissioner Paxton gave a brief update on volunteer organizations.

- Commissioner Collard would like to get a list of residents/frequent callers, ESD needs more routine mobility assistance.

## 7. Operations Committee Report

- Commissioner Collard – ESD No. 6
  - NG911 looking for rollout Fall 2021 and has been in the planning stages for the last five (5) years. Few counties are ready for GIS integration.
  - Fire & EMS set call records again – 4<sup>th</sup> month.
  - McGregor training facility is progression.
  - ESD is working with LCRA on planning the installation of a new multibank tower and looking at possible relocation of existing towers and possible locations for HAM repeaters.
  - New station is about a month behind due to supply chain problems and parts shortages. “Opening” is still scheduled for June 26<sup>th</sup> 10:00 a.m. – 12:00 p.m. and hiring will take place in the fall.
  - Converting old station to training, logistics and supply maintenance.
  
- Commissioner Polk – Fire Inspection
  - Planned apartments by IHOP across from Belterra instead of hotel.
  - Headwaters Commercial adding 3 new pad sites.
  - Rob Shelton hotel experiencing construction and supply delays.
  
- Commissioner Hood – Precinct 4
  - Working with City on DSRP Event Center security plan.
  - Active attacker drill postponed.
  - Seeking to work with City on surplus space heaters and generator for maintenance and storage.
  - 1 new officer hired.
  - Requested planned development maps from City for planning purposes.
  
- Commissioner Marek – DSISD
  - 2 schools will be opening in the next two months and are experiencing supply shortages in kitchen and IT equipment.
  - High school is evaluating how to handle senior lunch periods with open campus, with only 750 seats in the cafeteria for 1700 students.
  - Reunification drill with Hays next week.
  - Proposing teen CERT classes, which will likely be a club the first year and then convert to a class.
  - Updated app for EOPs and attendance will be ready this school year.
  - Experiencing radio issues and looking to improve coverage and functionality.
  - New tower at Darden Hill/Sawyer Ranch and new light going in at Sawyer Ranch
  - DSISD event reunification location is Johnson High School
  
- Commissioner Jones – Hays County OEM
  - Working out details for updated active attacker drills and reunification drills.

- American Rescue plan offering Hays Co funds to build communication towers. Working on plan and reviewing site surveys.
- Coming soon - rent relief program for rent/utility assistance Treasury program channeled through local agencies.
- High vaccine rates in Hays with at least 1st dose; 12 years old and older now eligible for vaccine. Still have significant inventory that is readily available to all seeking it at health dept, pharmacies, private partners
- New GIS specialist at County OEM
- 1 WET transducer out during last storm
- Brandon now Assistant Director at Hays OEM
- Preparedness fair 9/11. Will have 911 commemorative ceremony at start, Michelle Deados new preparedness coordinator, will have raffle and online auction. Attendance last year 2000, with a goal this year of 4000.
- Looking at continuing ed funds for hazmat trailer training & drills.

## UPCOMING MEETINGS

### Emergency Management Commission Meetings

July 15, 2021, at 12:00 p.m.

August 19, 2021, at 12:00 p.m.

September 16, 2021, at 12:00 p.m.

### City Council Meetings

July 6, 2021, at 6:00 p.m.

July 20, 2021, at 6:00 p.m.

## ADJOURN

Via unanimous consent, this regular meeting adjourned at 1:41 p.m.



# EMERGENCY MANAGEMENT COMMISSION REGULAR MEETING

City of Dripping Springs

Council Chambers, 511 Mercer St, Dripping Springs, TX

Thursday, July 15, 2021 at 12:00 PM

## MINUTES

### CALL TO ORDER AND ROLL CALL

With a quorum of the Commission present, Chair Humphrey called the meeting to order at 12:19 p.m.

**Commission Members present were:**

Bonnie Humphrey, Chair

Bill Little, Vice Chair

Kay Allen

Roman Baligad

Gordon DeWitte

Ron Hood

Doug Fowler

Dillon Polk

Russell Paxton

**Commission Members absent were:**

Scott Collard

Mike Jones

Curt Marek

### PLEDGE OF ALLEGIANCE

Chair Humphrey led the Pledge of Allegiance to the Flag.

### PRESENTATION OF CITIZENS

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No one spoke during Presentation of Citizens.

## STANDING COMMITTEE REPORTS

### 1. **Emergency Management Coordinator Report**

*Roman Baligad, Emergency Management Coordinator*

- Still have sand staged if needed for flash flooding.
- American Rescue Funds: City will receive 1.4 million for use on covid recovery, and County will receive 44 million to be split among precincts.
- City funds portion will be in 2 payments: 8/21 and summer of 2022, and the City is looking at rental assistance.
- City CRASE session 8/26 in the Council Chambers.

### 2. **Planning Committee Report**

- HAM tower pad still waiting on bids.
- Commissioner DeWitte working on antenna & repeaters with County and Matt Moleka
- Will spec additional devices needed: possible raspberry pi full Lenox PC @ \$100 from EMC budget; needs i/o devices which might be able to be donated.

Commission Allen

- Obtained annex K from County which contains the County's only debris management plan. City and County will work to create a separate debris management plan
- Debris planning committee members are Kay Allen, Bill Little, Roman Baligad and Maintenance Director Craig Rice.
- Set goal of 7-15-2022 for completion and adoption of plan, separate plan is required for FEMA reimbursement.

### 3. **Finance Committee Report** – No report at this time.

### 4. **Public Relations Committee**

- Fire articles from newspaper going on to website.
- City re-branding: EMC recently redesigned will not be updated again
- 9/11 preparedness fair review plan
- National Night out contact Hays Sheriff Lt Gutierrez. Constable Hood will contact for more info and local coordination

### 5. **Logistics Committee Report**

#### a) **Generator Subcommittee**

- Still waiting on parts

#### b) **VOAD Subcommittee**

Commissioner Paxton

- Sent out inventory/assessment forms to interested organizations. Forms were based on modified FEMA forms. Some responses in.
- Will continue to offer training and would like separate email for VOADs

## 5. Operations Committee Report

### Commission Fowler – ESD No. 1

- Record number of calls over 5 years, with 8 months running making records.
- Station 74 Sawyer Ranch/Belterra station moving in with ESD6 in August.
- Moving another unit East of town - 2/3 calls coming from that area.
- Level 0 30x in July.
- Planning to add unit 4 by 2023
- N RR12 purchased property @ 1/4 mile s of Fitzhugh.
- Heritage Oaks/290 area new property
- Harden facility planning after Uri/Viola especially power generation
- Working with Roman at City on fueling station. Also looking at budget for fuel trailer

### Commissioner Polk – ESD No. 6

- Moved into new Station at Belterra.
- #62 back to demand station
- Slow calls since more rain than usual and July 4<sup>th</sup> also slow
- Preliminary budget approved, rolled back tax rate
- Working with Hays County to place fire tanks in rural areas

### Chair Humphrey for Commissioner Hood – Hays County OEM

- SRP drill tabletop 1/7, will require Marek/DSISD, Constable Hood and 1 more.
- Will get MOU to PCT4/Hood this week.
- EMC hired in San Marcos.
- Working on preparedness fair
- Planning medical counter measure exercise Monday before Thanksgiving at Johnson High School, tabletop will be 1 week before.
- Adding neighborhoods to wildfire mitigation plans and will use CERT for assessment forms.
- Commissioner Hood has Warn Central TX flyers to distribute and will get them to Roman this week.

## UPCOMING MEETINGS

### *Emergency Management Meetings*

August 19, 2021, at 12:00 p.m.

September 16, 2021, at 12:00 p.m.

October 21, 2021, at 12:00 p.m.

### *City Council Meetings*

July 20, 2021, at 5:00 p.m. (Special Budget Meeting)

July 20, 2021, at 6:00 p.m.

July 29, 2021, at 6:00 p.m. (Special Budget Meeting)  
August 3, 2021, at 6:00 p.m.

**ADJOURN**

A motion was made by Commissioner Allen to adjourn the meeting. Vice Chair Little seconded the motion which carried unanimously 9 to 0.

This regular meeting adjourned at 1:10 p.m.



# EMERGENCY MANAGEMENT COMMISSION REGULAR MEETING

City of Dripping Springs

Council Chambers, 511 Mercer St, Dripping Springs, TX

Thursday, November 18, 2021 at 12:00 PM

## MINUTES

### CALL TO ORDER AND ROLL CALL

With a quorum of the Commission present, Chair Humphrey called the meeting to order at 12:01 p.m.

#### Commission Members present were:

Bonnie Humphrey, Chair  
Bill Little, Vice Chair  
Kay Allen  
Roman Baligad  
Scott Collard  
Gordon DeWitte  
Mike Jones  
Doug Fowler  
Dillon Polk

#### Commission Members absent were:

Ron Hood  
Russell Paxton

#### Staff, Consultants & Appointed/Elected Officials

City Attorney Laura Mueller  
Council Member April Harris Allison

### PLEDGE OF ALLEGIANCE

Chair Humphrey led the Pledge of Allegiance to the Flag.

### PRESENTATION OF CITIZENS

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No one spoke during Presentation of Citizens.

## **BUSINESS**

1. **Discuss and consider recommendation regarding Amendments to the Emergency Management Commission Ordinance related to the Texas Open Meetings Act.**

Laura Mueller presented the staff report which is on file. Staff recommends approval of the amendments.

A motion was made by Commissioner Jones to recommend City Council approval of Amendments to the Emergency Management Commission Ordinance related to the Texas Open Meetings Act with corrections to strike Section 2.04.195(c)(1)iii line numbered 7. Commissioner Fowler seconded the motion which carried unanimously 11 to 0.

2. **Discuss and consider approval of the Emergency Management Commission 2022 Meeting Calendar.**

A motion was made by Commissioner DeWitte to approve the Emergency Management Commission 2022 Meeting Calendar, and to reschedule the March 17, 2022, meeting to March 24, 2022. Commissioner Fowler seconded the motion which carried unanimously 11 to 0.

## **STANDING COMMITTEE REPORTS**

3. **Emergency Management Coordinator Report**

*Roman Baligad, Emergency Management Coordinator*

- 4 COVID positive cases at City Hall, resumed remote work and stepped up protocols
- Expect pandemic response for City Hall by next meeting for commission review
- Emergency fuel cloud system back on order, cost \$5500 which is within budget
  - Option for unique vehicle pins or agency pins
  - Requesting feedback on policies to be implemented regarding fuel tracking and management
  - Submitted agreement to ESD 6 and 1, and expect approval at December meetings

4. **Operations Committee Report**

*ESD No. 6*

- Attorney approved fuel agreement with city, needs to go to board in December
- Unexplained call volume decrease in October, first time all year after setting records monthly
- 290 and Martin Road closure starts 11/30/2021
- Experiencing hiring challenges trying to hire 12 firefighters and looking at creative options

- Acquired fuel tank truck in conjunction with ESD No. 1, working on interlocal agreement to share back with the City and other responders
- Working on remodel planning for station
- Looking for more property for future stations
- Close to finish out for station at McGregor where there is barn and water storage
- Brief report on new buildings

#### *ESD No. 1*

- After 11 months breaking records, October calls are down
- Closed on new property and working on facility plans to open in 2023

#### *Hays County*

- Radio tower improvements plan came in at \$6 million, planning to use COVID recovery funds for county
- Working on COVID vaccination reimbursements for agencies involved – will also fall under recovery funds
- State recovery funds exhausted but county still has funds and is working on allocations
- Exercise Monday focused primarily on communication
- CERT awards event 12/6 in San Marcos
- Working on county development guide to assist entities wanting to build and establish presence in county
- Challenges hiring new fire marshal, county on low end of pay scale related to counties with similar workload

### **5. Planning Committee Report**

#### *Commissioner DeWitte*

- RFQ for AM antenna pad in process
- Raspberry pie unit assembled and configured and ready to deploy
- Working on software issue revisions for raspberry pie unit
- Thinking City Maintenance staff can erect the tower once the pad is complete and looking further into that
- Proposing monthly HAM test once installation complete – similar to hospital system routine test
- Hays EOC still having challenges with their HAM installation

### **6. Logistics Committee Report**

a) Generator Subcommittee – Vice Chair Little presented the report.

- Working with Texas Gas about protecting a local gas fixture that has been a concern of this group
- Generator:
  - PEI has cables to assemble and install to complete DSRP generator installation
  - PEI completed load test on City Hall and DSRP

- PEI submitted bid for City Hall generator installation, will review and approve specs so it can go out for more bids
- Vice Chair Little will review and get more detail on mooring generator trailer bid, which can go out for further bids. Intend to use recovery funds for this item

b) VOAD Subcommittee

- No report at this time, still working on leads

**6. Public Relations Committee**

Next event will be Founders Day in the spring.

**7. Finance Committee Report**

No other changes at this time.

**UPCOMING MEETINGS**

**Emergency Management Commission Meetings**

December 18, 2021, at 12:00 p.m.

**City Council & Board of Adjustment Meetings**

December 7, 2021, at 6:00 p.m. (CC & BOA)

December 21, 2021, at 6:00 p.m. (CC)

**ADJOURN**

Via unanimous consent, the Commission adjourned this regular meeting at 12:58 p.m..