



Emergency Management Commission

Regular Meeting Minutes June 16, 2020 at 12:00 p.m.

A Regular Meeting of the Emergency Management Commission of Dripping Springs, Texas was held Tuesday, June 16, 2020 beginning at 12:00 p.m., in the Council Chambers located at City Hall, 511 Mercer Street, Dripping Springs, Texas.

I. VIDEOCONFERENCE MEETING

This meeting will be held via videoconference and the public is encouraged and welcome to participate. Public comment may be given during the videoconference by joining the meeting using the information below. Public comment for this meeting may also be submitted to the City Secretary at acunningham@cityofdrippingsprings.com, no later than 11:00 a.m., Tuesday, June 16, 2020.

The Emergency Management Commission respectfully requests that all microphones and webcams be disabled unless you are a member of the Commission. City staff, consultants and presenters please enable your microphone and webcam when presenting to the Commission.

Join Zoom Meeting

<https://us02web.zoom.us/j/83873965352?pwd=a1JtRzZ5Njg2Qk1ESW4zeFlsb1U3UT09>

Meeting ID: 838 7396 5352

Password: 369235

One tap mobile

+13462487799,,83873965352#,1#,369235# US (Houston)

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Dial by your location

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+1 301 715 8592 US (Germantown)

877 853 5257 US Toll-free

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Find your local number: <https://us02web.zoom.us/j/kcE1Dukm5A>

Join by Skype for Business

<https://us02web.zoom.us/j/skype/83873965352>

II. CALL TO ORDER AND ROLL CALL

Commission Members present were:

Bonnie Humphrey, Chair
Bill Little, Vice Chair
Kay Allen
Roman Baligad
Scott Collard
Gordon DeWitte
Dan O'Brien
Dillon Polk
Amy Roedl

Commission Members absent were:

Ron Hood
Mike Jones
Curt Marek

Staff, Consultants & Appointed/Elected Officials present were:

Andrea Cunningham

With a quorum of the Commission present, Chair Humphrey called the meeting to order at 12:04 p.m.

III. PLEDGE OF ALLEGIANCE

Chair Humphrey led the Pledge of Allegiance to the Flag.

IV. 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.

No one spoke during Presentation of Citizens.

V. COMMITTEE REPORTS

The following reports relate to the planning and administration of the City's Emergency Management Commission's Program. No Action to be Taken.

- A. Emergency Management Report**
EMC Coordinator, Roman Baligad

COVID Report

- 4 active local cases, and no change since last week; 10 cases overall
- Applied for and received \$43,000.00 in COVID-19 assistance from the state and will be spent on COVID related items
- Discussing City Hall reopening, and have ordered equipment in anticipation of opening – masks, gloves, no-touch thermometers, hand sanitizing stations, etc.
- Mayor created committee for disaster relief efforts consisting of Chair Humphrey, City Staff and the Chamber of Commerce and their recommendation for local business relief was approved – 1 month wastewater fee waiver, 1 time 25% reduction of permit and inspection fees, waiver of temporary sign fees

B. Operations Committee Report

ESD No. 1 – Commissioner O’Brien

- Continue to put together numbers on COVID and news reports are consistent with tracking; there has been a spike from month ago
- ESD is open for business and no significant change in call volume
- PPE levels are good
- Beginning budget period

ESD No. 6 – Commissioner Collard

- Call volume steady
- Decent stock of PPE supplies and working with county to bolster current supply
- All staff are working and facilities remain closed to the public for an undetermined amount of time
- Tactical tender is getting close to delivery and should be here within a month
- Applied for a grant to hiring 9 additional staff and waiting to hear back on that
- Currently no staff in quarantine no positive COVID cases with staff; if confirmed follow protocol for staffing and facility closure
- Monitoring drought conditions with wildfire season approaching
 - Noticing an uptick in uncontrolled controlled-burns and grassfires in Burnet and Llano counties
 - Staff spent last month training for wildfire season
 - Will be supporting DSISD fireworks display; forward copy of Incident Action to Chair Humphrey and Commissioner Baligad

Debris Management Plan – Vice Chair Little

- Commissioner Allen will be working on the Debris Management Plan
- Need to have a conversation around putting the plan together and may need to work with consultants to put together, the plan is a large project

Training – Commissioner Baligad

- Only one new council member this election
- Training information will be sent to Council Member April Harris Allison
- Council Member Purcell will continue to serve as the Commission Liaison
- Need to schedule a refresher or additional training courses for council members

C. Planning Committee Report

1. Annex Edits – will review at end of meeting

- Edits to Annex T
 - Add ICS forms
 - Update signature page
- Edits to Annex U
 - Reference basic plan on continuity of government and continuity of operations plan
 - Commissioner O'Brien and City Secretary Andrea Cunningham need to review
 - Verify call out roster contacts and ensure that phone tree is included for staff and any city boards, commissions and/or committees.
- Edits to Annex V
 - Fix formatting
 - Include a reference to ICS forms 2-11 and 2-14 where they are discussing volunteers V 1-17
 - Commissioner O'Brien and Doug Fowler need to review and send feedback to Commissioner Baligad

D. Logistics Committee Report

Vice Chair Little

- Delivered a few cases hand sanitizer to the city, first responders can pick up sanitizer at the city if needed
- Delivered a few more 55 gallon drums of sanitizer schools for gyms and workout facilities – standard sanitation every 20 minutes when open

1. Generator Subcommittee

Commissioner Baligad

- Issues with electricity at DSRP which is rated for 800 amps and the generator is 600 amps.
- Trying to figure how to remedy, either
 - Purchase a new 800 amp transfer switch; or
 - Drop the current switch down to 600 amps.
- The new DSRP manager wants the generator moved to the back where it is not visible. Looking for a new spot with an electric outlet so battery can be plugged in.
 - Commissioner DeWitte and Vice Chair Little would like to be involved in the discussion on relocation of the generator, so they can take a look at the engineering side; fire should also be involved as well

2. VOAD Subcommittee

Commissioner Roedl

- Continuing work on aggregating data for catalog and in contact with local churches

- Next steps will be to update the current catalog and then add any additional resources
- Grant related to preventative mental health was not extended and currently looking into how current resources can be pulled together to fill the gap

E. Finance Committee Report

Commissioner Baligad

- City received COVID-19 public assistance money, nothing for training;
- TDIEM has not opened up in-person training yet, but will look into remote training

F. Public Relations Committee Report – nothing to report

VI. UPCOMING MEETINGS

A. Emergency Management Commission Meetings

July 21, 2020 at 12:00 p.m.

August 18, 2020 at 12:00 p.m.

September 15, 2020 at 12:00 p.m.

[EMC 2020 Meeting Calendar](#)

B. City Council & Board of Adjustment Meetings

July 14, 2020 at 6:00 p.m. (6:00 Workshop / 6:30 Regular Meeting)

July 21, 2020 at 6:00 p.m.

August 11, 2020 at 6:00 p.m. (6:00 Workshop / 6:30 Regular Meeting)

August 18, 2020 at 6:00 p.m.

VII. ADJOURN

A motion was made by Commissioner Allen to adjourn the meeting. Commissioner O'Brien seconded the motion which carried unanimously 9 to 0.

This regular meeting adjourned at 12:51 p.m.