

DIVISION 7. EMERGENCY MANAGEMENT COMMISSION

Sec. 2.04.191. Title.

This division shall be commonly cited as the emergency management commission ordinance.

Sec. 2.04.192. Scope.

This division applies to all property within the incorporated municipal boundaries (i.e., "city limits") and the extraterritorial jurisdiction ("ETJ").

Sec. 2.04.193. Creation.

- (a) Formation. There is hereby created within the city organization an emergency management commission.
- (b) Membership. The commission shall consist of and be governed by twelve (12) members in which the city council shall endeavor, to the extent reasonably available, to appoint members who have interest, experience, and involvement in the following categories:
 - (1) Emergency response; i.e. fire services, emergency medical service, law enforcement (2).
 - (2) Business community/Dripping Springs Chamber of Commerce (1).
 - (3) Dripping Springs Independent School District (1).
 - (4) Nonprofit organizations (1).
 - (5) Volunteer service organizations (1).
 - (6) City emergency management coordinator (1).
 - (7) Hays County Representative (1).
 - (8) Hays County Precinct No. 4 Constable (1).
 - (9) Resident at-large (3).
- (c) Appointment and removal. Members of the commission shall be appointed by the city council. The members of the commission may elect from among its membership a secretary. Commissioners may be removed by the city council for cause by simple majority vote or for lack of confidence by affirmative vote of four of the five city councilmembers (4/5). Any commissioner absent for three or more consecutive regular meetings, or more than four regular meetings within a fiscal year, unless excused, shall be deemed to have automatically and voluntarily resigned, and thus vacated his/her position on the commission. The city emergency management coordinator may make recommendations for removal at any time.
- (d) Indemnification. The members of the commission shall be insured, indemnified, defended and held harmless from liability in the performance of their duties, to the extent allowed by law, provided such expenses shall come only from the city's insurance policy. The city attorney shall advise and represent the commission, as appropriate.

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- (e) Terms of office. Each commission member shall have a two year term of office, where each member's term is staggered so as to have six members' terms expire on January 1st of even years and six members' terms expire January 1st of odd years so that no more than six members shall be appointed each year. Vacancies on the commission may be filled by appointment of the city council for an unexpired term. Nothing in this section, or this division, shall be construed as creating a property interest on behalf of the commissioner in continued occupancy of a position on the commission.
 - (f) Municipal officers. Commission members shall be obligated to comply with all ethical standards applied to officers of the city.
 - (g) Management. The presiding officer of the commission shall be a chairperson appointed by the city council. The city council shall also select a vice-chairperson, who shall preside over all meetings at which the chairperson is absent or abstaining. In those meetings at which the chairperson and vice-chairperson are unable to preside, the city emergency management coordinator will preside.
 - (h) Voting. A quorum for all meetings of the commission shall consist of a simple majority. The chairperson shall have the right to vote in matters before the commission. A commissioner serving as presiding officer in the chairperson's and vice-chairperson's absence shall retain the right to vote on all matters.
 - (i) Resources. Functions will require some funding by the city.
 - (j) Ethics. Commissioners shall be subject to the city's ethics ordinance.

(Ordinance 1910.20, adopted 1/19/16; Ordinance 1910.21, adopted 3/8/16; Ordinance 1920.22, adopted 11/14/17)

Sec. 2.04.194. Responsibilities.

- (a) Meetings. The commissioners shall conduct meetings once a month. Meetings shall be conducted at city hall, unless otherwise deemed appropriate by the chairperson. The commission may hold public hearings as deemed necessary and appropriate. Other meeting times and locations can be selected by the chairperson, as deemed necessary and appropriate. ~~All meetings are subject to the Open Meetings Act, chapter 551 of the Texas Government Code.~~
- (b) Policies and implementation. The commission shall advise the city council on recommended policies and application of policies for the development and implementation of an emergency management plan for the city and ETJ.
- (c) Regulations. The commission shall review and evaluate all current municipal ordinances of the city, identify provisions that relate to or apply to emergency management, and make recommendations to the city council for needed changes and/or additions.
- (d) Information. The commission shall serve as a conduit for soliciting, compiling and submitting public input to the city council. The commission shall be subject to the Texas Public Information Act, chapter 552 of the Texas Government Code.
- (e) Activities. The commission shall:
 - (1) Develop an emergency management plan consistent with federal, state, and county standards and practices that addresses the unique and special needs of the city and ETJ. The plan will be submitted to the county emergency management coordinator for approval prior to submission to the city council and county commissioners court. Upon approval, the plan will become an addendum or appendix to the county emergency management plan.
 - (2) Review the local emergency management plan annually and update as needed.

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- (3) Manage, staff, and operate an area emergency operations center when disaster, major incident, or event dictates that level of support to first responders.
 - (4) Provide to the public information and training regarding personal and family disaster planning and response.
 - (5) Identify and engage in protection, prevention, mitigation, response, and recovery planning and activities related to local conditions and needs.

(Ordinance 1910.20, adopted 1/19/16; Ordinance 1910.21, adopted 3/8/16)

Secs. 2.04.195—2.04.220. Reserved.