



EMERGENCY MANAGEMENT COMMISSION REGULAR MEETING

City of Dripping Springs

Council Chambers, 511 Mercer St, Dripping Springs, TX

Thursday, January 19, 2023 at 12:00 PM

Agenda

CALL TO ORDER AND ROLL CALL

Commission Members

Bonnie Humphrey, Chair
Bill Little, Vice Chair
Roman Baligad
Scott Collard
Sirena Cumberland
Gordon DeWitte
Doug Fowler
Ron Hood
Mike Jones
Jason McNutt
Russell Paxton
Dillon Polk

Staff, Consultants & Appointed/Elected Officials

City Administrator Michelle Fischer
People & Communications Director Lisa Sullivan
Content Marketing Specialist Stephanie Hartnett

- 1. Introduction of Content Marketing Specialist Stephanie Hartnett.**

PLEDGE OF ALLEGIANCE

BUSINESS

- 2. Discuss and consider possible action regarding the Emergency Management Commission Goals.**
- 3. Discuss and consider possible action regarding the Role and Function of the Emergency Management Commission.**

STANDING COMMITTEE REPORTS

- 4. Emergency Management Coordinator Report**
Roman Baligad, Emergency Management Coordinator
- 5. Commission Chair's Report**

6. Operations Committee Report

7. Planning Committee Report

- a. Ranch Park Emergency Generator Standard Operating Procedure

8. Logistics Committee Report

- a. Generator Subcommittee
- b. Volunteer Organizations Active in Disasters Subcommittee

9. Public Relations Committee

10. Finance Committee Report

UPCOMING MEETINGS

Emergency Management Commission Meetings

February 16, 2023, at 12:00 p.m.

March 23, 2023, at 12:00 p.m.

April 20, 2023, at 12:00 p.m.

City Council Meetings

February 7, 2023, at 6:00 p.m.

February 21, 2023, at 6:00 p.m.

March 7, 2023, at 6:00 p.m.

March 21, 2023, at 6:00 p.m.

ADJOURN

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 Coordinator Report

01/12/2023

Roman Baligad EMC

Completed

- Disaster Management
 - Completed SOP for Ranch Park emergency generator.
 - Purchased Coax arm kit for the HAM Radio tower as advised by Commissioner Gordon DeWitt.
 - Stephanie Hartnett, Content Marketing Specialist has completed IS-100 and IS-200
 - Completed CAPCOG WebEOC Sub administrator training 01/12/2023
 - CAPCOG will be holding a quarterly WebEOC sub administrator meeting
 - Completed monthly operational checks of radio's, satellite connection, RP emergency generator start and run (not connection to RP). 01/05/2023

Planned for action

- Disaster Management
 - City Hall emergency generator- (This project has been handed over to Craig Rice the Deputy Public Works Director) Purcell Electric has installed the generator and made all connections. They are now coordinating with PEC so that they can make the final connections.
 - HAM Radio tower- (This project has been handed over to Craig Rice the Deputy Public Works Director)- Waiting on Randall Electric to schedule installation of all wiring and connections.

Short Term plans

- Disaster Management
 - Construction of EM bay at Ranch Park. Craig Rice the Deputy Public Works Director will be the project director.
 - Craig Rice is looking into purchasing and placing three conex containers and canopy covers between the containers at the wastewater reclamation plant for storage of EM equipment, maintenance equipment and wastewater reclamation plant equipment.

Long Term plans

- Disaster Management
 - Hire an Emergency Management Planner (FY 2025)

Safety & Security- Plans and actions that ensure private or sponsored special events and event participants are safe from natural, technological and manmade disasters.

Examples: Pumpkin Fest, Founders Day, Scenic Texas Bike Event etc.

Introduction of:

Stephanie Hartnett- Content Marketing Specialist. She will be managing all of the EM social media platforms FB, Twitter etc.

Craig Rice- Deputy Public Works Director as staff contact for safety and security and emergency issues. Not for disaster response in place of the EMC when the EMC is on vacation out of town.



City of Dripping Springs, TX

DRIPPING SPRINGS
Texas

Item 4.
Budget Report
Account Summary

For Fiscal: FY 2022-2023 Period Ending: 12/31/2022

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 100 - General Fund							
Expense							
100-500-60000	Regular Employees	0.00	0.00	9,015.38	20,030.78	-20,030.78	0.00 %
100-500-61000	Health Insurance	0.00	0.00	23.91	53.89	-53.89	0.00 %
100-500-61001	Dental Insurance	0.00	0.00	52.11	121.59	-121.59	0.00 %
100-500-61002	Medicare	0.00	0.00	130.73	290.46	-290.46	0.00 %
100-500-61003	Social Security	0.00	0.00	558.94	1,241.90	-1,241.90	0.00 %
100-500-61006	TMRS	0.00	0.00	533.72	1,185.84	-1,185.84	0.00 %
100-500-64000	Office Supplies	0.00	0.00	225.22	225.22	-225.22	0.00 %
100-500-64003	Uniforms	500.00	500.00	0.00	0.00	500.00	100.00 %
100-500-68000	Emergency Management Equip	45,690.00	45,690.00	26,175.00	29,289.99	16,400.01	35.89 %
100-500-68001	Emergency Fire& Safety	611.00	611.00	83.00	355.86	255.14	41.76 %
100-500-68002	Emergency Management PR	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
100-500-68003	Emergency Equipment Maint	11,702.00	11,702.00	1,674.67	2,428.48	9,273.52	79.25 %
100-500-70003	Other Expenses	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00 %
	Expense Total:	90,503.00	90,503.00	38,472.68	55,224.01	35,278.99	38.98%
	Fund: 100 - General Fund Total:	90,503.00	90,503.00	38,472.68	55,224.01	35,278.99	38.98%
	Report Total:	90,503.00	90,503.00	38,472.68	55,224.01	35,278.99	38.98%

Group Summary

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 100 - General Fund Expense	90,503.00	90,503.00	38,472.68	55,224.01	35,278.99	38.98%
Fund: 100 - General Fund Total:	90,503.00	90,503.00	38,472.68	55,224.01	35,278.99	38.98%
Report Total:	90,503.00	90,503.00	38,472.68	55,224.01	35,278.99	38.98%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100 - General Fund	90,503.00	90,503.00	38,472.68	55,224.01	35,278.99	38.98%
Report Total:	90,503.00	90,503.00	38,472.68	55,224.01	35,278.99	38.98%



