

UNAPPROVED

Arizona Department of Homeland Security  
West Regional Advisory Council  
MEETING MINUTES

May 7, 2024

A regular meeting of the West Regional Advisory Council (WRAC) was convened on Wednesday, May 7, 2024. The meeting was held in-person with remote options and pursuant to A.R.S. §38-431.02, notice having been duly given (**Attachment A**). Present and absent were the following members of the West Regional Advisory Council:

**Members Present:**

Chairman, John Feddema, Operations Chief, Central Arizona Fire and Medical Authority  
Vice-Chairman, Robert Ticer, Chief, Prescott Valley Police Department  
Brian McMahan, Chief, Buckskin Fire Department  
William Ponce, Sheriff, La Paz County Sheriff's Office  
Chris Dowell, Interim Chief, Cottonwood Police Department  
Leslie Horton, Director of Community Health Services, Yavapai County Public Health  
Andrew Shurtz, Captain, Arizona Department of Public Safety  
Peter Pilafas, Chief, Lake Havasu City Fire Department  
Jack Yeager, Chief, Kingman Fire Department  
Jon Brambila, Deputy Chief, Prescott Police Department  
Michael Browning, Emergency Management Coordinator, Mohave County Office of Emergency Management

**Arizona Department of Homeland Security (AZDOHS) Staff Members Present:**

Susan Dzbanko, Deputy Director for Border Security and Grant Administration  
Kim Brooks, Strategic Planner  
Belinda Torres, Strategic Planner

**Public Present:**

Members of the public were present.

REGULAR BUSINESS

**WELCOME AND INTRODUCTIONS**

Chair John Feddema called the meeting to order at 10:00 am. It was determined a quorum was present.

**APPROVAL OF MINUTES**

A **motion** was made by Brian McMahan and **seconded** by Peter Pilafas to approve the December 5, 2023 meeting minutes as presented (**Attachment B**). **The motion passed unanimously.**

GENERAL BUSINESS

**ARIZONA DEPARTMENT OF HOMELAND SECURITY (AZDOHS) UPDATE**

Kim Brooks updated the West RAC on the following (**Attachment C**):

- FY 2024 Grant Application Process
- FY 2024 Federal Budget/State Application
- FY 2024 National Priorities

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- FY 2024 Regional Allocations
- Quarterly Reports
- Training and Exercise Update
- Upcoming Events

### **FFY 2024 STATE HOMELAND SECURITY GRANT PROGRAM (SHSGP) PROJECT REVIEW / RECOMMENDATIONS AND FFY 2022 REALLOCATION RECOMMENDATIONS (Attachment D)**

Kim Brooks provided an overview of FFY 2024 SHSGP Spreadsheet. She discussed the National Priority projects that needed to be funded in order for AZDOHS to meet the mandatory minimum percentages. The West RAC then reviewed each project in order of National Priority, then scoring tool. Members of the public whom submitted projects were called upon to answer questions and provide additional information, if necessary. Projects were recommended for “Full” funding, “Partial” funding or “No” Funding.

Chair John Feddema requested a motion to recommend the allocation of \$418,769 in FFY 2024 funding and \$29,235 in FFY 2022 funding as allocated on the spreadsheet. A **motion** was made by Jack Yeager and it was **seconded** by Bob Ticer. The **motion passed unanimously**.

### **ACTIC/TLO UPDATE**

Gabe Saenz with Phoenix Fire shared an ACTIC / TLO update. Information was shared on the facilitation of TLO trainings in Yuma, Sierra Vista and Show Low, the availability of STAMP training, FIT regional training and additional upcoming training offerings throughout Arizona.

### **CALL TO THE PUBLIC**

None

### **NEXT MEETING**

The next meeting will be held August 21, 2024, in-person with the location to be announced at a later date.

### **CALL TO ADJOURN**

Chair John Feddema requested a motion to adjourn the meeting. Jack Yeager **motioned** and Peter Pilafas **seconded** to adjourn the meeting at 11:21 am. **The motion passed unanimously**.