

UNAPPROVED

Arizona Department of Homeland Security
West Regional Advisory Council
MEETING MINUTES

April 16, 2025

A regular meeting of the Arizona Department of Homeland Security (AZDOHS) West Regional Advisory Council (WRAC) was convened on Wednesday, April 16, 2025. The meeting was held in-person and pursuant to A.R.S. §38-431.02, notice having been duly given (**Attachment A**). Present were the following members of the WRAC:

Members Present:

Chair John Feddema, Operations Chief, Central Arizona Fire & Medical Authority
Vice-Chair Robert Ticer, Chief, Prescott Valley Police Department
Leslie Horton, Director of Community Health Services, Yavapai County Public Health
Peter Pilafas, Chief, Lake Havasu City Fire Department
Andrew Shurtz, Captain, Arizona Department of Public Safety
Jon Brambila, Deputy Chief, Prescott Police Department
Michael Browning, Emergency Management Coordinator, Mohave County Office of Emergency Management
Jack Yeager, Chief, Kingman Fire Department, proxy for Brian McMahan
Larry Irwin, Undersheriff, LaPaz County Sheriff's Department, proxy for William Ponce

AZDOHS Staff Members Present:

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 10:01 a.m. It was determined a quorum was present.

APPROVAL OF MINUTES

A **motion** was made by Jack Yeager and **seconded** by Peter Pilafas to approve the December 04, 2024 meeting minutes as presented (**Attachment B**). **The motion passed unanimously.**

GENERAL BUSINESS

ARIZONA DEPARTMENT OF HOMELAND SECURITY (AZDOHS) UPDATE

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

UNAPPROVED

- FFY 2025 Grant Application Process
- FFY 2025 Department of Homeland Security Updated Terms and Conditions
- Current status of reimbursements from FEMA
- Training and Exercise Update
- Upcoming events

FFY 2025 STATE HOMELAND SECURITY GRANT PROGRAM (SHSGP) PROJECT REVIEW / RECOMMENDATIONS (Attachment D)

Kim Brooks provided an overview of the FFY 2025 SHSGP Spreadsheet. Members of the public whom submitted projects were called upon to answer questions and provide additional information, if necessary. Project were recommended for “full” funding, “Partial” funding or “No” funding.

Chair John Feddema requested a motion to recommend the allocation of \$418,769 as indicated on the spreadsheet. A **motion** was made by Andrew Shurtz and **seconded** by Peter Pilafas to recommend funding for the projects as discussed. **The motion passed unanimously.**

ACTIC/TLO UPDATE (Attachment E)

Captain Shawn DuBois from the Phoenix Fire Department provided an update on the ACTIC/TLO initiatives. Upcoming training offerings were presented as well as the newly implemented Tips and Leads QR code to encourage reporting.

ARIZONA LAW ENFORCEMENT ANALYST PROGRAM (Attachment F)

Intelligence Manager Heather Anderson from the Arizona Department of Public Safety shared the program goals of the Arizona Law Enforcement Analyst Program, the history and program components. An overview was provide of the Analyst Training and the Analyst Academy. Stakeholders were encouraged to contact Heather or her colleague Tommy Miller.

CALL TO THE PUBLIC

None.

NEXT MEETING

The next meeting will be held August 20, 2025 at 10:00 a.m. in-person location to be determined.

CALL TO ADJOURN

Jack Yeager **motioned** and Peter Pilafas **seconded** to adjourn the meeting at 11:39 a.m. **The motion passed unanimously.**