



**Collaborative Adaptive Sensing of the Atmosphere (CASA WX)  
Executive Council Meeting Minutes  
NCTCOG Metroplex Conference Room / Teams  
December 7, 2022, 9:30 AM - 11:30 AM**

**Call to Order and Opening remarks**  
Quorum is met.

Chase Wheeler, CASA WX Chair

**Introduction**

**Item 1: Vote on August and October meeting minutes**



CASA WX Members

- Thomas Griffith motioned to approve both meeting minutes; Michaela Sandefer second; motion to pass at 9:35 a.m. No opposed.

**Item 2: Vote on Updated Council roster**



CASA WX Members

- Tonya Hunter motioned to approve the updated CASA Council roster; Edgardo Barreto second; motion to pass at 9:36 a.m. No opposed.

**\*New members can vote on Item 3 and 4.**

**Item 3: Vote on 2023 Meeting Dates**



CASA WX Members

- Thomas Griffith motioned to approve the 2023 Meeting Dates; Edgardo Barreto second; motion to pass at 9:39 a.m. No opposed

**Item 4: Master Agreement Overview**

Amanda Everly, NCTCOG

- This Master Agreement is done every 5 years. Going into a new 5 year agreement with UMASS and CSU in January. Will come back annually to review the budget and statement of work.
- Tonya H. - want to know if there is verbiage in the Master Agreement or a process in place regarding reallocation of unused funds? Amanda answered yes that wording has been added to the Master Agreement.
- Michaela S. - want to know if CSU traveled. Amanda answered rarely do they travel and when they do they use their own funds for travel.

**Item 4: Vote on 2023-2027 Master Agreements; UMASS and CSU**



CASA WX Members

- Michaela Sandefer motioned to approve the 2023-2027 Master Agreements; Jason Block second; motion to pass at 9:50 a.m. No opposed.

**Item 5: CASA Funding Overview and Updates**

Brenda Philips, CASA

- Brenda did a brief update. Eric Lyons will be doing some upcoming travel to DFW possibly before Christmas to work on the Mesquite and Fort Worth radars. There is \$7-\$10K available funds that can be pushed into next year's travel budget. CSU's budget is on target.

**Item 6: Funding Subcommittee update**

Amanda Everly, NCTCOG

- There is not a lot of updates at this time. If anyone would like to be a part of the Funding Subcommittee, please let Amanda know. The Funding Subcommittee will be working on creation of documents for the jurisdictions to solicit donations from private sectors businesses.
- Chase W. - William has agreed to chair the Funding Subcommittee. We are looking for a co-chair. Martin Wade is interested in being on the subcommittee.

**Item 7: CASA Survey results**

Brenda Philips, CASA

- Chase W.- The CASA survey went out to the region and stakeholders, members and non-members. Brenda did a presentation on the CASA survey responses.

- The survey asked what products people are using. It seemed that the people that responded are basic users. There were questions and comments about training and what they would like to see in the training. There were some comments regarding private sector funding.
- Thomas G. - wanted to know if there is a training plan in place. He is interested in seeing more CASA training. Brenda stated that she will offer one-on-one training. For larger groups, online training would be good. Chase offered members to email their suggestions to him.

**Next Steps/Priorities**

CASA WX Members

- Training/Exercise
  - o We will come up with ways to mention CASA in our regional meetings. The next IWT workshop in February we plan to incorporate more CASA information.
  - o COST – there are a lot of non-members that stated they can see the benefit but cannot get it budgeted.
  - o Tonya H. - they are building a new Public Safety building that will be ready in 2023. CASA will remain as is. The server and server lines will have to be moved.
  - o Amanda - Mesquite’s radar needs to be raised due to a new building blocking the radar line of sight. No timeline yet but the company that built the building will pay to raise the radar.
  - o Thomas G. - stated that he needs to know more about CASA so that he can educate others.
  - o Brenda stated that a useful tool will be to show some of the different products that are available. This will be a great way to modify the training.
  - o Brenda - thinks that some of the material she previously used for training may be helpful.
  - o Tonya Hunter asked would it be possible to put out a list of CASA users for each city and county to have the POC review them and update. Amanda answered yes.
  - o Chase W. – We have a lot of great productive items. We will be sending out Funding Subcommittee meeting invites. Over the years we only sent it out to members. If we do not get good feedback, we may send it to everyone.

**Adjournment**

**Resources:** CASA WX Website: [www.nctcog.org/CASAWX](http://www.nctcog.org/CASAWX)

**Next CASA WX Executive Council Meeting:  
February 8, 2023  
9:30 AM- 11:30 AM**