**Emergency Management Council Meeting**

August 1, 2013

9 a.m. to 12 p.m.

Building 2, Camp Murray

***Meeting Minutes***

**Call to Order/Approval of Minutes/Remarks/Introductions**

*Jim Hall, EMC Chair*

* The meeting was called to order at 9 a.m. Introductions followed.

**MOTIO**N: Pass the April 11, 2013 and June 6, 2013 meeting minutes. Motion was approved unanimously and the meeting minutes were approved

**Opening Comments**

MG Bret Daugherty, The Adjutant General

* Commented on The Buzz and EM Capsule
* Thanks for your energy

**EMD Remarks**

Robert Ezelle, EMD

* New E911 Unit Manager will start Monday August 5th. Sigfred Dahl will be a positive internal team builder within EMD.
* June accomplishments:
* Completed first quarterly exercise – Evergreen Ember was labor intensive from an NG standpoint.
* Internal staffing study that covers State, EMD and Military Department legal requirements
* Training & Exercise workshop in Yakima to provide support and training to local Emergency Managers
* Strategic Planning Initiative – What do we need to do to support locals & TAG? Time span on this in 2 to 3 months before we can publish a document. Wants input about what tasks people want the EMD to take on.
* Military Departments Strategic Plan is reportable to the Governor’s Office and is an action-driven plan on how to operate over the next 3 to 5 years with deliverables. There will be more focus on our activities.
* Catastrophic Planning – Is there value once the funding goes away? Yes! How to continue and expand to cover the entire state. This will take the next several years to implement and approve.
* Next Quarterly Exercise is Winter Storm
* The Great Shake Out will be in early October. The Great Shake Out is not just another drop, cover and hold, but an exercise more about what are we going to do in the real thing.

Jim Hall

* These are lofty goals – go for it! What do you need from the EMC?

**FEMA Region 10 Remarks**

Patrick Marcham, FEMA Region 10 Chief of Staff

* Ken Murphy is returning today from a Federal Disaster Coordination Operations Review in Dallas, Texas

Sandy Recovery Act Implementation

Two pilot projects are currently being utilized in JFO’s nationally:

* Large project alternate procedures that allow large permanent work projects to be funded per an estimate, developed by FEMA, State, local jurisdictions, and allows FEMA to accept professional engineering estimates to be used as a basis for the grant.
* Debris alternate procedures incentivize planning through a cost share adjustments, allows regular time of applicants’ employees to be reimbursed for eligible debris removal activities, and incentivizes recycling of recyclable debris.

FEMA is in the process of gathering best practices and lessons learned, more detailed information regarding Sandy Recovery Act will be shared at the FEMA/State workshop in Kansas City.

Hazard Mitigation Assistance (HMA) Unified Guidance

The application period for FY13 Pre-Disaster Mitigation (PDM) and Flood Mitigation Assistance (FMA) grants will run from July 19 to October 18, 2013 (3 PM EST). Guidance is effective for all Hazard Mitigation Grant Program activities for disasters declared on or after July 12, 2013 and is effective for FY13 PDM and FMA Programs.

Thank you to Kristina Rietmann (Office of Financial Management) for contributing to bilateral meetings with Australia and New Zealand with FEMA Administrator Fugate and Ken Murphy by presenting the use of social media during emergencies.

On July 29th Ken Murphy approved a Fire Management Assistance Grant for the Colockum Tarps Fire in Chelan and Kittitas Counties.

New FEMA Region 10 Staff of note:

* Rachael Norris – Congressional Affairs Liaison. Rachael joins us from DHS/OIG in Washington DC.
* Thomas J. Dargan (T.J.) – Federal Coordinating Officer. TJ served 28 years as a Navy pilot, and four years with the Department of the Navy as a civilian. His most recent position was with Navy Region Northwest as the Operations Director.

**EMC Charter and By Laws: Informational Update**

Ron Weaver, Military Department

* Three things I want to accomplish today
* Historical Background for the EMC
* Merge bylaws and charter
* The goal is not to approve changes today – but discuss the path forward.
* In the Charter under Section III. Purpose we cleaned up sections ‘A’, ‘E’ & ‘F’, we specifically replaced Director with TAG to clear up some issues. This is a current working document and the goal is not to get into what the rule should be, but to clean up the document.
* In Section VII. Membership ‘C’ we added “will be”.
* Then finally under Section X. Meetings sections ‘A’ & ‘C’ we added “annual meeting schedule” and “twenty days prior” to the charter.

How do we move forward for a formal motion? One, we can walk away today and we have 30 days to adopt the revisions. Or we could walk away today we could electronically poll the membership.

**Dick** – Expedite as much as possible

**Jim Hall** - Poll the members and resolve this in 30 days.

**Ron Averill** – Coordinate with external groups.

**Bill Gillespie** - Move forward. I’m going to formally move to have this resolved by Sept. 15.

**Ron Averill** – Seconded – receive amended version ASAP

**Committee Reports**

* Adult Family Home Planning-*Sue Bush*
* Jim Hall - Sue Bush could not be with us today, as her work load would not let her. The committee met on 7/18 and reviewed templates from Tacoma and Everett. Everett accepted the task to revise and the group plan to meet one more time to implement their new tool.
* Emergency Management Advisory Group-*Robert Ezelle*
* EMPG Funding Methodology – We are working on the final language between EMD and the Advisory group. Advisory group language in WAC 118.09 lays some groundwork for partnering with EMC. Will report back in October when we have a charter. This will be done before the next EMC Meeting

**Jim Hall** – Will the group have a charter?

**Bill Gillespie** – I would like to see the proposed changes to the WAC before the WAC is put into law, as this may affect the EMC.

**Robert Ezelle** – If we delay this decision, I am afraid of delaying the EMPG funding by about 2 months. This is a sub-set of EMC.

**Bill Gillespie** – I’m concerned about the rule change being approved before the EMC Committee can look at the new WAC. Wants a precedence set before changing things that affect the group. Who is developing the charter? Will it be collaborative with the stakeholders?

**Jim Hall** – Everyone will have their say in the changes.

* SERC-*Bill Whalen/Mike Harris*

They do have their membership together. Encouraged to look at CBRNE, and they went after funding from the legislature. Everyone was asked to complete an Action Worksheet for the EMC.

* Seismic Safety-Dave Norman/Robert Ezelle

Using resilient WA plans we have made many presentations. This is in the hands of a lot of individuals, and a meeting has been scheduled to decide how to implement this plan better. There are 10 recommended items being considered and many are already in process, and need to track progress. TAG is a part of the Evergreen Ember handout to all cabinet members who attended. Continued the push to implement the strategy, and some documentation of where we are at and where we want to be has to taken place.

**Jim Hall** – Do you need anything from the EMC?

**Dave** – We don’t know yet.

* Intrastate Mutual Aid Committee-*Robert Ezelle*
* **Robert Ezelle**- We had a meeting and went through the operation manual. There was some concern about what EMD is doing about implementing WAMAC. What training do we have and what training do we need to implement the policy? What do our procedures need to be?
* **Dave DeHaan** – Need a contract with the state and sometimes WSP that would need to be amended. It would be nice if we could utilize EMD to be a one stop shop for all contracts requirements. Is there a way to streamline this?
* **Robert Ezelle**– I would be interested in having a dialog with you about this.
* **Charles Duffy** – Fire Mobe gets renewed every year. If there is a unified way to implement this, I would be interested in hearing.
* **Nancy** – There are different statutes for different agencies.
* **Peter Antolin**– EMD may not have the authority to enter some contracts.
* **Nancy** – You can do Public Works under WAMAC
* **Jim Hall** – We don’t have to solve the issue, but we need to move this forward to someone who can move this forward.
* **Nancy** - You can use a generalized contract under WAMAC.
* **Dave Marzano** – The process needs to be improved. There are a lot of resources out there to draw on and a lot of resources to help you put it together.
* **John Ufford** – The process go combine FMAG and EMAC have bogged down, but it can be improved. EMD and Fire Marshalls did look at merging with EMAC, but we’ll pick that discussion up after fire season.
* **Amy Ockerlander** – EMAC can be a convoluted process, but there are ways to improve the process. There are four jurisdictions that are using a new process.
* **Darrell Ruby**– It’s not clear if there is a lead agency. Is EMD the lead for pulling this together, or is the committee.
* **Robert Ezelle** – I am the lead for this committee, and I not inverse to taking this on. Will explore the legality of this.
* **Ron Averill** – WA association of counties and cities are the governing bodies and need to be kept in the loop with adequate information.
* **Amy Ockerlander** – We start negotiating contracts then we need to start charging for negotiations. There would need to be a note that mutual aid for emergencies is different than normal public safety operations.
* **Bill Gillespie** – It’s not beyond our capabilities to broker a master contract. Look at CTS and DES for this type of service. What process is clear and concise to make this a lean project. Who is on the committee? Membership is specified by law.
* **Robert** **Ezelle** – The Building Committee, Cities, Eastern Washington, Western Washington and EMD are on the committee.
* **Jim Hall** – We need to develop a charter and mission.
* Equipment Sub-Committee (Suspended from CHS)-*Charma Anderson*

Committee is chaired by Bill Ekse and AD Vickery. This committee is not regulated by grant guidance, but is an national best practice guidance. It has been a long standing committee, and they look at all equipment purchases to ensure that equipment is on the approved DHS list. It also looks at personnel and communication equipment to make sure everything meets the national standards. Revising some of our practices and how we deal with folks to streamline the process.

**EMC Action Requests (Action Items)**

*Jim Hall*

* Local Advanced Notification of Military Training Events
* **Jim Hall** - In keeping with this council, I recommend that the local issue be dealt with on the Military side; will write email and advise of the solutions offered? Can EMD support this?
* **Robert Ezelle** – Need to talk with the response folks. Do they have the ability?
* **Ron Averill** – Citizens look to this as the Armed forces are protecting them.We don’t get a lot of information back from emd.
* **Jim Hall** – emd will take a look to see if they can get this information out and. Public relations and community relations.
* **Ron Weaver** – Military and Guard have an active Public forum for the sensitivity surrounding this issue. We don’t get that awareness around EMD.
* **Jim Hall** – EMD will take a look at this, and Ron will bring it up at the next PIO meeting.
* **Bill Gillespie** – Border Patrol and the Coast Guard all fly also.
* **TAG** – There is nothing that compels the Navy to notify the community except Public Affairs or Community Relations. Will report at the next meeting for this action request.

**EMC Study Group Discussion (Action Items)**

*Bill Gillespie/Jim Hall*

* **EMC Membership** Jim Hall - There has been a lot of discussion over the EMC Membership in the last six months. First we have 17 positions on the EMC, which is required by the RCW’s. What does each of these individual committees do? Each one of these positions should have a contingency that they need to report back to.
* **Bill** **Gillespie**– RCW 3852 – Cascading affect of people wanting to change this word or that word. One of the things we need to do is develop a cross walk. Get everything captured so that we know what we are doing. This structure is 20 years old and needs to be looked at. This doesn’t represent the present emergency council that we have now. We need to capture this and the committee structure is where we need to get started.
* **Ron Averill** - The RCW law is not very specific; those that are more specific are represented by a WAC. RCW is the law, and the WAC is the appointing authority. The whole purpose of redoing this is that the committee is not affective, and we need to look at what’s appropriate. There are a lot of activities out there. Replacing HLS with the 9 districts out there and formalize the structure a little more.
* **JoAnn Boggs** – Look at the 911 structure. We need the smaller and larger districts represented on both sides of the state.
* **Dave DeHaan** – We don’t need to change the RCW’s. Emergency responders are hard to get a hold of and should be represented along with seismic personnel. We do need to have emergency personnel represented here because they are the first responders during a disaster. Strengthen Emergency Management group because they are very good about reaching out to other groups. However, if we fill these positions with emergency management groups we will get only emergency management perspectives. We need to represent multiple groups. What ESF’s are we in and what ESF’s are we providing for.
* **Ron Averill** - Each one of these current membership positions are drawn from the community.
* **Jim Hall** – Can we have ad-hoc non-voting members until we change the RCW? Are we limited to 17 members, or can we add more members. It would take at least 2 years to change the RCW.
* **Amy Ockerlander** – I think it would be a good idea to add ad-hoc members, but Tribes would probably like to have their own members to represent themselves. Needs are different in Duvall compared to Seattle etc….
* **Ron A.** – Instead of ad-hoc members it is more common to have ex-officio members.
* **Dick** – Do we have commonalities between groups? Do we have one member support the Tribes, or do we need to have a representative for each individual tribe? How are we going to make that choice? How are we going to finalize that choice between groups? If we get this group too large we can bog this group down.
* **Rick Adamson** – I agree with Dick. If we get this group too large we can bog down the issues.
* **Marge** – By the experts have worked out the issues, they slam dunk the core issues. It’s the committees that end up doing the work.
* **Chief John Batiste**– Redefine expectations on various memberships and identify gaps. Put a power point together to help redefine the positions.
* **Darrell Ruby** – Senior Advisory Committee socialize. Discuss the grant guidance for FY 2013, since this is a pressing issue.
* **Jim Hall** – Are we interested in changing the RCW’s now?
* **Bill Gillespie** – I don’t think we’re ready; we need to discuss the changes and guidance we need to follow.

**EMC Committees**

* **Ron Averill** – I don’t think the Adult Family Home Planning Workgroup should be listed as one of the current active EMC committees.
* **Bill Gillespie** – I agree with Ron. This is a temporary ad-hoc group, and this is what we need to define. What is a permanent committee group and what is ad hoc temporary group?
* **Jim Hall** - Interstate Mutual Aid Committee needs to be under the permanent committee.
* **Dave DeHaan** - ESF state wide may not be a very active committee after all the work is done.
* **Jim Hall** - The Recovery – Restoration Workgroup has not been implemented in a long while and it needs to be pulled together. See what’s been done and what needs to be done.
* **Peter Antolin** – It is a multi-jurisdictional work group, and I’m not sure where we are at with this right now.
* **John Ufford** - A restoration organization and that group was lead by Kurt Hardin. They completed the refinement and turned this back over to the governor’s office. Cheryl Jardine has picked this up and finished the work. That group was formed without a written charter.
* **Ron Averill** – When you get into recovery you need to work with local government.
* **Dave DeHaan** – We need whoever has been working on this from EMD give us a preview.
* **Jim Hall** – I would like to put these committee group issues put to bed in the next two meetings. So these groups need to be ad-hoc and inactive until needed, or do we need these committees as continual working groups? Can we consolidate some of these committees so they can work together?
* **Amy Ockerlander**– What groups do we have now, and how many groups do we need?
* **Charles Duffy** – Offered to provide language for charter rules.
* **Darrell Ruby** – Wouldn’t put the regional coordinators on the inactive committees, because they meet monthly formerly and many times informally.
* **Robert Ezelle** – Two sub-committees that we need to look at are the senior advisory committee.
* **Jim Hall** – We may be premature about what committees we need to have. We need to have more information about these groups and what we need in the future. If we are going to have a committee they need to have a task. What are they doing? What do they need to be doing? By looking at our committees we are starting to define what EMC should be doing.
* **Round Table**  *EMC Members*

Suspended for this meeting due to time constraints.

**Good of the Order**

*Jim Hall*

* **Ron Averill** – In 2008 the state did a report about flooding. Recently someone took this report and made more accurate rain gauges. Citizens can get access to these reports and find out if their house is in danger. I recently went on the emd website and the last posting put in from EMC and the last posting was in 2011. Can we get this website up to date?
* **Dick** - How do we get all this information out to the general public? Why not take something as simple as an app, and take a look at what traffic patterns are, what’s happening at my local school, just critical information.
* **Dave DeHaan** – There is an app that you can get now. It doesn’t do everything, but it does do a lot of things that the general public would need. Firsttosee app.
* **Amy Ockerlander**– Pierce County can come in and demonstrate it and teach the program.
* **JoAnn Boggs** - Annual WASEMA conference is Sept. 17 – 19. Filling up fast.

**Closing Remarks**

*Jim Hall/Robert Ezelle*

* Robert – Thanks to the great input, and all the good comments.
* Jim Hall – Thank you to everyone who put a lot of work into this, and for all the hard work to come.

THIRA – Threat Hazard

**Meeting Schedule**

2013

October 3

December 5

2014

January 9, Move forward one week due to holiday

March 6

May 1

July 10, Move forward one week due to Holiday

September 4

November 6