

Emergency Management Council Meeting

Thursday, December 5, 2013 – 0900-1200

Building 92, Camp Murray, Washington

Meeting Minutes

Call to Order/Approval of Minutes/Remarks/Introductions

Jim Hall, EMC Chair

- The meeting was called to order at 9:00.
- There were two corrections noted for the October Minutes.

MOTION: Accept the minutes as long as the corrections were made. The motion was seconded and the minutes were accepted with the corrections.

EMD Remarks

Robert Ezelle

- EMD is reaching out to capture the capabilities of the state
- Have a new website for the Corrective Action Plan - after action report
- Focusing a lot of work on the S.A.C.
- Work continuing for Cascadian Subduction Zone Exercise 2016.
- Planning efforts underway for Mission Ready Packages.

FEMA Remarks

Ken Murphy

- Going through FEMA qualifications to hire multiple employees to build technical capabilities
- Looking at permanent housing construction and have a lot of ongoing training for employees and reservists dealing with disasters. Also have a lot of training for future pandemics in progress.
- Heavily involved in planning for the sub suction zone
- Deploying a lot of people up to Anchorage for training in March 2014
- Sandy Recovery Improvement Act – Working on laws and improvements for the Native American Tribes across the nation so they are able to apply for disaster assistance by going directly to the President, or by applying with the state.

Committee – Task Force Reports

1. Adult Family Home Planning (Action Item)

Sue Bush

- The final Emergency Preparedness Workbook for Adult Family Homes is being handed out to all interested parties. It is posted on the web site, but it would be nice to post the booklet on the EMD web site.

MOTION: Archive the Adult Family Home Planning Committee. The motion was seconded and the committee was archived

2. Emergency Management Advisory Group

Robert Ezelle

- EMD is trying to improve relations over the long-term with the existing group, and develop new relations with stakeholders as they progress
- Keep the meetings open so that stakeholders stay informed

3. SERC

Bill Whalen/Mike Harris

- Looking at our statewide capabilities for the coastal side of our state
- Going through archives to look at old plans and implement a new strategic plan around what worked in the past
- Want to review the process for HMGP Grants

4. Seismic Safety

Dave Norman

- The meeting was postponed until December. The topic of the meeting is to work towards a resilient Washington State

5. Intrastate Mutual Aid Committee

Dr. Terry Egan

- The statute states that “the Committee is only authorized to develop and update guidelines and procedures to facilitate implementation of the intrastate mutual aid system by member jurisdictions”
- The statute: “...a responding member jurisdiction shall designate in writing all assistance provided to a requesting member jurisdiction... consistent with the guidelines and procedures developed by the committee”
- WAMAS members are counties, cities, towns, and tribes. The state is not a party to legislation either. Operation manual is based on intra-state use
- Products for Implementation:
 - Deployment Guide (Done by EMD)
 - Operations Manual (Done by EMD)
 - Train the Trainer Materials (To be developed)
 - WAMAS Exercise Module (To be developed)
- DOT has assigned public works and signed agreements with all 39 counties
- Currently working on assigning the members for this committee – the legislature only requires 4 members. Legislation states that the EMC chair will elect the members, but are not sure of the qualifications
- Bring the original members together to discuss what they contributed to the process
- The documents that have been written will be brought before the subcommittee to be approved before being presented to the EMC
- Train EMD and military members to use this new tool

EMC Action Requests

Jim Hall

Regional Coordinators (Bill Gillespie)

- Recommend this group be a subcommittee to report to the EMC. There was also discussion of this group becoming part of the S.A.C.
- Currently working on a charter
- All subcommittees should provide the EMC meeting minutes and notices for the meetings. EMD will look into the possibility of posting Sub-Committee meeting dates and times on the EMC website.

Sustainable Funding

- Jim Hall was out of the office the month of November and will get this taken care of soon

State Preparedness Report

Jennifer Schaal

- FEMA add Tribal THIRA requirements for 2013 THSGP grant
- FEMA announces Unified SPR/THIRA/NIMS Excel tool will be used from now on for data collection and submission; tool arrived late August

- FEMA updated THIRA guidance in late August, added Capability Estimation requirement for 13 Core Capabilities
- Combining rural and urban areas produced an average result
- The level of effort by region varies dramatically
- Changing our requirements from FEMA is not something we want to do every year. Can we divide the state into urban or rural areas, or can we divide the capabilities in other ways? How can we make this a better component for us? Rather than just putting a number in the block we need to better define our capabilities. It would mean more to the governor and TAG if they know what our capabilities really are.
- Use this report to update the governor
- The questions in the 2013 State Capabilities Assessment were anecdotal and in some cases beyond the ability of the respondent to answer. DSHS could not respond to questions outside the scope of its authority or that it could not support with evidence or otherwise measure.

MOTION: Endorse the State Preparedness Report (SPR) to serve as the annual report to be provided to the governor with the qualifiers:

- Inadequate time was available to prepare a comprehensive and consistent report.
- State agency input and local input not well-synchronized thereby skewing results.
- Lack of clarification of definitions and differentiation of roles between state agencies and local agencies.
- Work will be done in CY14 to improve both the process and therefore the quality and accuracy of the results.

The motion was seconded and approved.

EMPG Update

Charma Anderson

- WAC 118-09 public hearing on December 12th in Spokane and another on the 13th in Olympia and then we will have a short period of time to wrap up all information and send it out.

Senior Advisory Committee

Ziggy Dahl

- EMD has extracted and coalesced the Grant Guidance into a concise format for easy reference (the S.A.C. Info Paper), identifying the “Who’s, Must Do’s, and Should Do’s”
- Created an ad hoc S.A.C. Working Group (committee to form a committee) of volunteers to craft a proposed S.A.C.
- Reassessed the guidance and reviewed the original submission by Pierce County and concluded that there were very few “Must Do’s” to be in compliance with the Grant Guidance
- Endorse plan to write and submit memo (via BSIR) showing compliance ... “EMC=S.A.C.”
- Endorse plan for S.A.C. future development
 - Chartered S.A.C. Work Group with a plan for 2014
 - Proposed membership is still in the works

MOTION: Endorse the plan to write and submit memo (Via BSIR) showing compliance that the EMC = S.A.C.

Discussion:

- The size of the distribution list between the EMC and S.A.C. is getting rather large.

- The work group will be developing the ground rules. We need to do what's best for WA State, but not just count on the grants.
- The larger the group the more unwieldy it gets.
- EMD will *not* be adjusting SHSP and UASI governance and funding structures.
- Create the S.A.C. charter, identify membership and numbers, and develop a mission statement.

Following discussion, Ron MOTIONED "to support that the EMC does mean the S.A.C. and a letter be submitted", Dave seconded and all approved.

- This is a work in progress
- The EMC is the S.A.C., and the work group is a committee that advises the EMC

Good of the Order

Jim Hall

- Would like the January 9th meeting to be more of a workshop from 9am to 2:30pm. The EMC has a significant amount of information to go through
- Focus some more on the EMC membership and plan actions for future meetings. Jim Hall would like to take a few members at a time and discuss with them their position description, then use this information to brief the TAG and begin forwarding members for his approval

Closing Remarks

Jim Hall

Future Meetings:

January 9, 2014
March 6, 2014
May 1, 2014
July 10, 2014
September 4, 2014
November 6, 2014