Meeting called to order by Robert Ezelle, Director of Washington State Emergency Management Division at 1:03pm

In Attendance – Introduction of Attendees

Scanned sign in sheet following minutes. "*" = Phone participant

Members
- Randy August
- Deanna Davis
- Tory Green
- Gary Jenkins*
- Scott McDougall
- Dan Banks
- Lit Dudley
- T.J. Rajcevich

☒ Jason Biermann
☒ Sandi Duffey
☒ Scott Heinze
☒ Ed Lewis
☒ Lee Shipman
☒ Carrie Benson
☐ Alysha Kaplan
☐ Rob Lang
☒ Kim Mask

☐ JoAnn Boggs
☒ Robert Ezelle
☒ Walt Hubbard
☒ Jason Marquiss
☒ Kent Sisson*
☒ Barb Graff
☒ Jay Weise*
☒ Ada McDaniel
☒ Chuck Wallace

Supporting Staff
- Deanna Davis
- Eric Brooks*
- Barb Graff
- Jay Weise*
- Ada McDaniel
- Chuck Wallace

Guests/Other Attendees
- Scott Johnson, CRESA
- Chandra Fox, Spokane County
- Sandy Eccker, Thurston County
- PattiJean Hooper*

Call to Order-Introductions-Opening Comments

Robert Ezelle

• Approval of February 2, 2017 minutes
  o Motion to Approve with corrected change to Tribal Pilot Guidance effective date (1/10/2017): Barb Graff
  o Second: Scott McDougall
  o Discussion: None
  o Vote for Approval: Unanimous

Action Request Report Outs

All
• EMAG-16-07: Regional Concept Purpose Statement
  - Development is being done through use of State Catastrophic Incident Planning Team (SCPT). The challenge is the term “regions” is used loosely throughout state agencies and has no consistency. The team would like to come up with something everyone can agree on, including other state agencies. Would like to see a cohesiveness among state agencies and align how business is being done. If not done, there is the risk of delaying catastrophic planning up to 10 years. Agencies agree we need to do catastrophic regional planning.
  - Washington State Department of Transportation (WSDOT) is willing to let EMD “piggy-back” on its organizational structure. The SCPT is pushing for the state to make a decision. The SCPT group has not come out strongly in favor of either concept, and stated they will make it work whatever the decision made.

• EMAG-16-08: EMAG Task Tracking Process
  - This item will not be closed as an action item. A tracking sheet will be shared at each meeting.

• EMAG-16-13: EMAG Membership Status/Appointments
  - Worksheet was shared and will be used to track membership. Due to the vacancy created by Pattijean Hooper, only one nomination was submitted so no voting was necessary.

Status Updates

- Grants
  - TJ asked what would be reasonable a due date for grant applications. He suggested 60 days. In the event of activations, new commissioners, staff turnover, an extension of 30 days would be allowed. The tribal emergency management programs would be set to the same timelines as local jurisdictions. The 2017 timelines have been populated as much as possible. They should be sent out 3rd or 4th week in May. The Grants section is in the process of developing Application Assistance Workshops for those who are interested.
  - How have the changes hurt the formula that the objectives were set? This will be added to the agenda of the next meeting for discussion. It was suggested to create a survey to ask those who receive EMPG funding.
    - Scott McDougall suggested that he would like to see funds redistributed amongst other small counties. Not sure if this would be spread across the state or for individual projects.
    - Barb suggested that a conference call be hosted with small county representatives for more discussion.
    - John Ufford would like to see a consortium created for small counties that cannot meet the match to partner together to meet the match in projects larger than $50,000.

- SCPT
  - The committee continues to work on defining the emergency response sections. The work on the Catastrophic Framework continues but was stalled due to the discussion on sector issues. It should be finalized after a work session scheduled in June.
  - Workgroups are meeting timelines to complete outstanding issues.
  - Everyone will contribute to the Framework. It will state the roles, responsibilities, and expectations of all. The goal is to complete it county by county even though the guard’s preference is to conduct by regions.

- Resource Management
  - Nothing significant to report

- LEP (Limited English Proficiency) Update

Casey Broom
Casey and team have met with Pacific, Grays Harbor and King counties since the passage of Senate Bill 5046. The team is meeting with other counties around the state to have a clear expectation. The LEP team is developing input into the Strategic Plan to accomplish what the bill states. Working with FEMA for translation of communication plans within local CEMPs and strategizing on how to accomplish what the bill is asking for. Not sure how this would affect emergency medical services.

- Human Capital (EMAT, IMAT, etc.)
  - Met to discuss how EOCs support each other. The plan is to submit a recommendation to WSEMA. Jason sent a spreadsheet to Kim and she will forward out with the minutes. The goal is to try to establish something useful.

### Sustainable Funding

- **EMD Budget Requirements and Impacts**
  - EMD budget requires at least $10M to keep the lights on. This is made up of approximately 9 separate fund sources. The breakdown of the use of funds is as follows: 75% FTE cost; 14% Indirect; rest is goods and services, travel, training. Approximately 39% comes in the form of state funds and 61% federal. If not including the dedicated funds sources (Oil Train and E911), the funding would be more like 21% from state dollars and 79% federal dollars. Approximately half of EMD’s funding is flexible (General Fund State, EMPG, Community Right to Know). Remaining funds (E911, program grants) are very restrictive in how funding can be spent.

- **Impacts on Presidential FFY18 Budget**
  - Impacts of Presidential FFY18 Budget: Senate passed resolution budget for rest of 2017 budget. Same distribution as last year for the coming year. States are being held more accountable for spending. Project an increase in the metrics for 2018. TJ is feeling confident there will not be significant changes. The Preparedness section is focusing on Homeland Security funding. Looking at ways to reduce grant dependency in the state. Alignment of the fund source to the duty of the person is being updated.

- **Sustainable Funding Plan**
  - Pattijean presented a white paper for ideas on sustainable funding. The committee would like more items on the agenda. Agenda item to next meeting: Brainstorm Elements.
  - Public Health recently awarded $42 million. Need to consider the process used. WSEMA will provide New Zealand and state of Florida models to the group. Director from Florida has shown interest in sharing the model they developed. Suggestion made to invite Governor’s Office Policy Advisors.
  - WSEMA will take the lead on this but do not want to do it alone.

- **Sustainable Workgroup Funding Update**
  - Pattijean outlined transition to make more sense for WSEMA to move forward. Going to have to piecemeal the requests over the years. Seattle considering income tax to assist with funding.

### Consortium Discussion

The discussion started by defining: What is a consortium? When comparing CRESA and ESCA, input was that CRESA was not consortium (current members of CRESA disagree), incorporated under WAC interlocal governmental agreements. The biggest difference CRESA was not considered a consortium because they do not partner with other counties. However, they provide assistance to Skamania, through an interlocal agreement. Definition: Multiple agencies who have legally bound themselves in emergency management. Joint local
organization by RCW. Originally looked at it as multiple county organization. (RCW38-52). Provide dispatch services for three counties.

**Motion:** To recognize CRESA as consortium

2nd by: Barb Graff

Discussion: None

Approved: Unanimous

### August 3rd Agenda

**Dan Banks**

Will be hosted in Grant County. Sandi Duffey will confirm with Kim Mask of exact location.

Agenda Items (4 hours maximum meeting time):

- COOP/COP plans for support
- Work Plan Discussion
- Continued Discussion of Sustainable Funding – Experimental EMAP gap analysis on funding (quantifiable justification for each program). Invite Ed Taylor, EMD and experts from Seattle, King and Pierce counties.
- EMD Strategic Plan
- Redistribution Talking Points

### Closing Remarks

**Robert Ezelle**

Barb Graff – A proviso submitted to do statewide inventory of URM building. She is asking everyone to contact their Legislator for support.

### Adjournment

5/4/2017 4:00 PM

1. Motion to adjourn by: Robert Ezelle
2. Second by: Barb Graff
   
   a) Discussion: None
3. Approval: All
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