



North Central Regional Board
Denver Urban Area Working Group



Joint Governance Meeting

Denver Police District 3
1625 S. University Blvd.
Denver, CO 80210

February 9, 2017

Minutes

1. Call to Order / Welcome/ Introductions

Ryan Broughton,
Jerry Rhodes

Ryan Broughton called the meeting to order at 9:35AM. He thanked the Urban Area working group for getting their voting designations in on time. He indicated that the name tags are to formalize the process a bit more and help him to learn names and faces as he is new to the process. He asked all voting members to please stand, state your name and agency when addressing the board. If you have any questions or comments regarding this new process, please let Ryan know.

2. Attendance / Quorum Established

Chairs

NCR Board Members Present:

Richard Atkins, Michele Askenazi, Sam McGhee (proxy for Nick Metz), Mike Chard, Peter Perez (proxy for Dan Eamon), Kent Davies, Ross Riley (proxy for Dave Ramos), Jane Thomas (proxy for Kathleen Krebs), Ryan Broughton, Sylvia Sich, Tim Johnson, Rose Lynch, TJ Steck (and proxy for Alex Jakubowski), Stephen Cole, Brian Daley (proxy for Clint Fey), Mark Gutke.

NCR Board Members Absent: Bob Baker, Rick Albers, Steve Cole, Rick Albers, Marci Linton, Charlie Mains.

17 members were present, 6 members were absent with a proxy and 7 members were absent with no proxy; a quorum was reached.

UASI Working Group Member Attendance/Quorum Established

UAWG Members Present: Ron Sigman (Adams Co Alternate), Nate Fogg (Arapahoe Co Alternate), Dave Mitchell (Arvada FPD alternate), Brandon Lenderink (Aurora alternate), Kirk Dominic (Commerce City primary), Jerry Rhodes (Cunningham Fire primary), Ryan Broughton (Denver primary) Sylvia Sich (Denver PD alternate), Mark Wolf (Glendale primary), Mark Gutke (Jefferson Co primary), John Tarbert (RTD primary), Dave Bierwiler (South Adams Co Fire primary), Brian Daley (West Metro Fire alternate), JJ Elliott (Westminster primary), Mark Cooney (Wheatridge primary)

UAWG Members Absent: Pat Laurienti (Adams Co Fire), Tim Englert (Englewood), Michael Schuppe (Brighton Fire), Eric Schmitt (Greenwood Village), Chris Armstrong (Littleton Fire), Gene Enley (Littleton PD), Bob Baker (South Metro Fire), Steve Kelley (Thornton Fire)

15 members were present, 9 primaries and 6 alternates. Quorum was reached.

3. Addition/Deletion of Agenda Items Chairs

There were no addition or deletion of agenda items

4. Approval of Meeting Minutes Chairs

Mark Gutke made a motion to approve the January minutes as presented. Sylvia Sich seconded the motion. Motion passed.

5. Old Business

- a. Regional Planning Process Updates Scott Kellar,
i. Regional Strategy Approval Lin Bonesteel

Rachelle Miller provided everyone information on the updated Regional Strategy. She highlighted the addition of the 32nd and last capability, Fire Management and Suppression, 8 different scenarios and the updated committee work plans. Scott Kellar states the importance of approving the regional strategy as this is the document that will guide people who submit project proposals. James Robinson is concerned that this document went out to the group on Monday and it might not be possible to thoroughly read through it in 4 days and suggesting postponing approval. Scott Kellar says without approval project submitters will be required to use the 2016-19 strategy. Ryan Broughton suggests that any submitters reference both documents when submitting project proposals.

Dave Mitchell motioned that both documents, the 2016 Strategy and the 2017 draft Strategy, be referenced when submitting project proposals. Mark Gutke seconded the motion. Motion passed.

Mark Gutke motioned to table approval of the 2017-20 Regional Strategy to the March board meeting. Sylvia Sich seconded the motion. Motion passed.

- b. FY17 Grant Process and Policies Scott Kellar,
i. Grant Process Planning Calendar Lin Bonesteel,

Scott Kellar advised that there is no new federal guidance, although there are hopes to have it in April. At this time there are no changes to our current grant process planning calendar. Project close date will remain March 10th.

- ii. Grant Development Committee Membership

Scott Kellar informs the board that all members of the grant review committee have been contacted via email to confirm their role in this year's process. The committee includes the 10 county emergency managers and 6 at large members.

Nate Fogg motions to approve the committee as the 10 county emergency managers and 6 at large members. Mark Wolf seconded the motion. Motion passed.

Glenn Grove requested time to speak on equipment suitability and who is responsible for maintain equipment purchased with grant money. He is concerned about the cost of maintaining current and future equipment. Ryan Broughton stated that as the Denver UASI fiscal agent he is hesitant to commit to sustaining projects due to supplanting concerns. Mike Chard asked what the total cost we are looking at when it comes to sustainment. Ryan Broughton indicated the board chairs and vice chairs will meet to discuss this further and will provide further guidance at the March meeting.

- iii. Online Grant Project System

Scott Keller advises that the online grant project system is open and operational, but he will be sure to add both regional strategies for reference.

- c. Training & Exercise Program Updates Rachelle Miller,
Lin Bonesteel
- i. New Committee Co-Chairs
Lin Bonesteel announced the new T&E co-chairs. They are Jackie Erwin, Tim Reutiman and Bobby Putnam. They are excited to work with the committee to create a new vision and encourage training people to attend the meetings every second Tuesday.
- ii. State Training and Exercise Committee Lin Bonesteel
Lin Bonesteel informed the boards that the State has created a new State advisory committee. They have had one meeting and are working to determine what the committee will focus on and how it will operate in the future.
- iii. State Public Health Exercise Updates Stephanie McPherson
Exercise documents were released for review on February 1st, comments due back to OEPR on February 7th. Final drafts will be published on February 15th. If anyone in the NCR is interested in regional evaluation, specifically focused on situational awareness and communication. If anyone is interested in becoming an evaluator, please contact Michael Bean at Michael.bean@state.co.us. Evaluator trainings will be held virtually on April 19th, May 16th and June 1st. Specific dates and time available on the FSE website. Final planning meeting will be held on May 17th. Time and location TBD.

James Robinson asked for clarification on the purpose of the Training and Exercise committee. Scott Kellar responded that the committee has been tasked by the Boards to run the T and E process, implement the TEP and conduct the TEPW annually. Mike Chard asked why aren't we tasking committees to address after action reports to ensure we are closing gaps. James Robinson clarified that the problem isn't with the committee, rather what is it they do, what is their role to prioritize stuff? Scott Kellar pointed out that the lessons learned document we have had for years addresses lots of things that no one owns out right, and that is a bigger issue to solve. It was suggested that the discussion continue next meeting.

- d. CAD to CAD Project Update Lin Bonesteel
A vendor for this project has been selected. The company selected is Winbourne and the will be hosting a couple of kickoff meetings for those parties interested on: 2/21/17 and 2/22/17
- e. Complex Coordinated Terrorist Attack Grant Scott Kellar
- i. Application Updates
There are 52 jurisdictions who submitted letters of support for the CCTA grant submission. The applications are due on February 10th and the awardees will be announced on April 10th. Scott would like to express many thanks to everyone who helped to put this application together in such a short amount of time.
- Cory Stark also announced that the state submitted their own application. Should they be awarded they want to use the funds to support the various regions.
- f. UASI Charter update Lin Bonesteel
During the last meeting Lin Bonesteel brought a proposed change to policy to the board regarding voting members and designations. Per charter she asked that a proposal be made to accept or deny the proposed change.

Mark Gutke motions to approve the change as presented. Dave Mitchell seconded the motion. Motion passed.

- g. Regional Volunteer of the Year Approval Peter Perez
Peter Perez announced that Matt Khaytsus has been selected as our representative for the CEMA Volunteer of the Year award. He asked the board to approve the nomination.

Peter Perez motions to nominate Matt Khaytsus for the Volunteer of the Year award. Jane Thomas seconded the motion. Motion passed.

- h. Communications Updates Steve Kabelis,
i. Green EMS Channel Updates Scott Kellar
ii. Evergreen VHF System Updates
iii. FirstNet Updates

- i. Active Grant Status Update Lin Bonesteel,
i. UASI Grants Scott Kellar
Lin Bonesteel reviewed budget details, continues to work though kickoff meetings, still waiting on the MARS vehicle approval from FEMA, hoping to get with Jeffco to get their kickoff rolling soon.
ii. NCR Grants

6. Committee Report Outs

- a. Recovery Brandon Lenderink
Brandon Lenderink presented on the committee's ongoing work. They are currently working on the base plans and annexes which were financially supported by the NCR. They are looking at ways to address the various needs for the region in addition to planning a few training and exercise events in 2017.

7. New Business

- a. Regional Fatality Management Plan Approval Rachelle Miller
Rachelle provided the boards with a brief overview of the updated Mass Fatality plan. Kent Davies expressed concern that he hadn't had enough time to review and fully discuss the plan with his coroner's contacts. He asked that future updates show the documented changes in track form so it was easier to see the changes.

Kent Davies mad a motion to delay the approval of the Regional Mass fatality plan to the march meeting. Richard Atkins seconded the motion. Motion passed.

- b. New Cyber Security Committee Co-Chairs Scott Kellar
Scott informed the boards that the Cyber committee has new leadership. Jill Frasier from Jefferson County has stepped in as the new chair.
- c. MMRS Mass Decon equipment sustainment Glenn Grove
As a follow on to his earlier statements, Glenn recommended that a long term strategic planning process be conducted to address equipment bought through the MMRS grant funding. Ryan Broughton commented that agencies sign off on new equipment indicating that they will maintain equipment. Glenn responded that they agree to maintain, not sustain and the boards need to address this. Jerry Rhodes suggested that staff review the current guideline on eligibility for this through newer grants. Ryan

Broughton said he will meet with Chief Rhodes, review the guidelines and eligibility and come back to the boards with guidance.

8. State/Regional Partner Updates

a. State of Colorado

State Representatives

Cory Stark – Field Services: Announced position for specialist to field services. Individual should possess strong interest in EM and ability to support count & municipal programs. Resource Mobilization Curriculum being finalized with support of Justin Bukartek in Boulder County. Focus is to provide options to rural, urban and suburban programs. CRRF process open. New format is online. Reach out to RFM or FMO with questions. Current CRRFs good to 2020. Emergency Managers encouraged to continue pushing for all hazard resources within jurisdictions into the process. 2017 Emergency Managers Academy applications open. We have 9 applications from NCR currently. RFM Stark will lead 288 Volunteer and Donation Management with State Partners, Jefferson County and Brighton OEM. 2017 Conference. Last week of February. Thanks to Tri County Health, Douglas County, Arapahoe County, Thornton, CDPHE, and Boulder to name a few who will support presentations in this year's conference. Thanks to Denver, Adams County, Boulder, Commerce City, Denver Water, CDPHE, and Arapahoe County for supporting the EPA Water and Emergency Services workshop in Brighton. Highlights the continued need to support the Special Districts in disaster planning and management.

Fran Santagata – CDPS: Thank you for selecting Max Khaytsus as the NCR Volunteer of the Year. Max has devoted an incredible amount of time helping prepare our communities in the NCR.

CEPC update: I will be doing a CEPC briefing for the following NCR/UASI counties- Broomfield 2/16, Douglas 2/16, and Adams 2/27. This briefing includes an overview of the responsibilities and role of the CEPC as well as current legal updates. Chemical Safety Workshops- these workshops are planned in conjunction with CEPP: We are doing a total of 4 workshops this year that will be targeting the regulated community (businesses that have large quantities of HAZMAT). Yesterday we developed a plan for the Adams County Workshop that will be held on June 6th 8AM-12 Noon.

Active Threat Workshops: these workshops are a collaborative effort with CEPP, CFEB, DHS, FEMA and Red Cross. The first workshop will be March 8th in Denver at the Fillmore. This will be a full day training provided by DHS. Registration will be open in the next few days and we will be getting the information out as soon as we have it ready on the CEPP website & registration system. The second workshop will be focused on the Threat piece. Dr. Nicoletti will be the featured speaker. We are still working on dates but will be targeting the April/May timeframe.

Preventative Radiological Nuclear Detection program (PRND): We are currently working with Boulder HAZMAT on special event planning. We are developing a toolkit/template for Boulder to use for planning for PRND operations at special events with the Boulder Bolder being the event they are most concerned about. Red Team Support: DNDO has a fully funded Red Team capability that is very robust. This asset is free to locals. Their red team members are both tactically trained and rad/nuc trained. They can provide red team assets to training & exercises as well as daily operational testing. They can be used in FSEs as well as training such as the HAZMAT rodeo. WMD Workshop: May 4th (day after the TLO conference)- We are putting together a full day workshop combining efforts with the WMD

HAZMAT WG, PRND WG, Environmental Crimes Task Force & HAZMAT WG. The conference will include topics such as lessons learned from case studies, threat briefing and program highlights. It will also include a vendor "rodeo" where vendors will set up their equipment along with sources/simulated agents in a separate room so attendees can test out the equipment. We will also have static display in the parking lot potentially to include: MDDU, CSP HAZMAT, FEMA MERS

- b. RETAC Updates Marci Linton
Ross Riley informed the board that Mile High RETAC is working on updating the Mass Casualty plan. The golf tournament to get smart CPR into schools is 6/17/17. August 21-24, 2017 is the EMS Safety Summit at the Denver Downtown Sheraton. On September 28, 2017 there will be a medical legal forum at St Anthony's.
 - c. Mile High Red Cross Katie Fisk
Currently working a home fire campaign in Englewood. Jim Voigt is working on a Mass Care/Sheltering piece to re-introduce Red Cross to Emergency Management.
 - d. DRCOG Updates Greg MacKinnon
Not present
 - e. CEPP Updates Pat Williams
Reported out by Fran Santagata earlier.
9. Regional Committee Updates (as needed) Committee Chairs
JJ Elliot reported the Incident Operations has moved its start time to 2:00pm beginning in March.
10. Upcoming Meeting/Key Dates – Also see NCR Web site www.ncrcolorado.org
- a. CCTA Grant Application Due Feb 10, 2017
 - b. HSAC Meeting Feb 13, 2017
 - c. CEMA Conference Feb 28 – 2 Mar 2017
 - d. NCR/UASI Meeting Mar 9, 2017
11. Other Business / Adjourn Chairs
Meeting adjourned at 11:38am