



# North Central Region Board & Denver UASI Working Group



## Joint Governance Meeting

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Thornton Police Department  
9551 Civic Center Dr  
Thornton, CO

August 13, 2015

### MINUTES

#### 1. Call to order/Welcome

The meeting was called to order by the NCR Chair, Jerry Rhodes at 9:33AM. A moment of silence was observed in remembrance of Bob Marlin.

#### 2. NCR Board Member Attendance/Quorum Established

**Board Members Present:** Michele Askenazi, Amy Danzl (proxy for Mike Chard), Peter Perez (proxy for Dan Eamon), Kent Davies, Rick Albers (also proxy for Kathleen Krebs), Scott Field, John Burbach, Tim Johnson, Chris Peters, Brandon Lenderink, TJ Steck, Stephen Cole (also proxy for Steve Watson), Clint Fey, Mark Gutke,

**Board Members Absent:** Heather McDermott, Bob Baker, Terry Jones, Dave Ramos, Foothills RETAC (Vacant), Charlie Mains.

16 members were present and 6 members were absent without a proxy; a quorum was reached.

#### UASI Working Group Board Member Attendance/Quorum Established

**Board Members Present:** Karl Smalley (also proxy for Nate Fogg), Stuart Sunderland, Matt Chapman, Lin Bonesteel (proxy for Kirk Dominic and Mark Wolf), Jerry Rhodes, Scott Field, John Burbach, Tim Englert, Mark Gutke, Clint Fey (West Metro FPD), Steve Jones, Jim Olsen (Littleton FPD and City of Littleton), Stephen Kelley, JJ Elliot.

**Board Members Absent:** Dave Mitchell, Stephanie Hackett, Dave Daley, Mark Cooney, John Tarbert

17 members were present and 5 members were absent; a quorum was reached.

**3. Addition/Deletion of Agenda Items:**

No changes to the agenda were made.

**4. Approval of Previous NCR and UASI Minutes:**

**UPON MOTION MADE BY KARL SMALLEY AND SECONDED BY AMY DANZL, THE MOTION TO APPROVE THE NCR/UASI JULY 2015 JOINT GOVERNANCE MEETING MINUTES WAS UNANIMOUSLY CARRIED.**

**5. Rocky Mountain Air Show Brief**

Matt Chapman from Aurora OEM gave a briefing to the group about the recent 3-day Rocky Mountain Air Show that was held at Aurora Reservoir. Some key issues focused on logistics since attendees were bused from Adams County Fairgrounds to the reservoir, short planning cycle and communications. The planners from the hosting organization didn't have contingency plans in the event of an emergency. No requirements by the City (as is the case in almost all other jurisdictions) to submit these plans as part of the permitting process and left the City of Aurora unable to engage in the planning process until the last minute.

**6. Old Business**

a. 2015 Grant Updates

The 2015 grant funding award is coming soon. Larissa Cannon with the State indicated that we could see the grant award by early next week (August 17<sup>th</sup>).

b. 2015-2016 Planning Timeline

As previously detailed, the IPW (Improvement Planning Workshop) is next Friday, August 21<sup>st</sup>, non-traditional agency representatives were invited to participate to provide additional input for plans and strategy. The TEPW (Training and Exercise Planning Workshop) is September 30<sup>th</sup> at the Inverness Hotel. The regional strategy update to the State is due October 1<sup>st</sup>. The State TEPW is November 18<sup>th</sup>. The THIRA is due November 22<sup>th</sup>.

c. HSAC Updates

Scott Field informed the boards that HSAC reps are term limited to two 2-year terms. His limit as the UASI rep is drawing near. If anyone desires to serve, please let him know so we continue to have participation on the HSAC.

Formation of a sub-committee for Cyber-security is being stood up under the HSAC. It is hopeful that there will be greater visibility in this area.

Fire Chief's Association is working on putting together a mutual aid taskforce. Gary Breese is the lead on this endeavor.

d. Training & Exercise Program Updates

i. 2016 Wildland Fire Exercise

Resource Management TTX Updates- Rachelle Miller updated the board that the TTX will be September 17<sup>th</sup> from 8am to 4pm. This will focus on the main counties involved in the Wildland Fire Series. The next planning meeting for the 2016 exercise is August 17, 2015.

- ii. Transfer of Command Seminar was held July 24<sup>th</sup> as part of the Wildland Fire Series. Also, upcoming is Staging Area Manager training on September 11, 2015 at West Metro Fire Training Center. Also the AHIMTA Educational Symposium will be in December in downtown Denver and will include Liaison and COML trainings; NCR members can have any extra spots.
- iii. HazMat Rodeo  
Stew Visser gave a brief overview of the HazMat rodeo that brings all the regional teams to practice and train together. He also asked for approval for funding for back-fill and overtime for two non-NCR HazMat teams to participate in the rodeo: Frederick/Firestone and Ft. Lupton. Both teams are adjacent or surrounding NCR areas and training with them is imperative to a regional response.

**UPON MOTION MADE BY RICK ALBERS AND SECONDED BY KARL SMALLEY, THE MOTION TO APPROVE FUNDING FOR BACK-FILL AND OVERTIME COSTS FOR THE FREDERICK/FIRESTONE AND FT. LUPTON HAZMAT TEAMS TO PARTICIPATE IN THE REGIONAL HAZMAT RODEO TRAININGS WAS UNANIMOUSLY CARRIED.**

- iv. Active Shooter Drills- Rachelle Miller said that the next drills will be in October during fall break in Cherry Creek and in Northglenn.
- v. TEPW Planning  
The regional TEPW (Training and Exercise Planning Workshop) will be on September 30, 2015 at the Inverness Hotel from 9am to 4pm.
  - 1. The boards previously approved a policy that training and exercise requests will only be accepted through the TEPW, no longer will stand-alone T&E projects be considered in the annual grant process.

e. Communications Updates

- i. ISSI  
No updates on ISSI
- ii. Eldora Radio Site Updates- construction is complete and the site will be operational August 14, 2015.
- iii. Clear Creek Gilpin Project Updates- near completion and as of September 1<sup>st</sup> it isn't a funded project anymore.
- iv. Evergreen VHF

Design meeting for this project is forthcoming. There will be a long turnaround time on this project.

f. NCR Staffing

Interviews have been completed for the grant analyst position open at the NCR and the rest of the process is being worked through the Arapahoe County Sheriff's Office. Chuck Craig's position is being re-vamped at the current time.

g. CIAC Updates- Dan Johnson gave a report on activity for the NCR including requests from other agencies for the month of July. This included upcoming events that the CIAC is monitoring. Please see the CIAC report for more information.

h. Active Grant Status Update

i. NCR Grants- Scott Kellar referenced a handout that lists current grant status. He pointed out that they are awaiting a match from RTD for project 6. The Gilpin County all hazard response vehicle is expected August 14, 2015. A number of projects are in the works for the 2014 grant.

ii. UASI Grants- Lin Bonesteel said for FY13 they are awaiting final invoices to finish out that grant money. SCBAs that were purchased with FY14 funds have been moved back into FY13 to cover extra budget money remaining. The shelter generator hook-ups are progressing. For the FY14 grant, the second round of policy review for the EMS PPE is currently underway. The North Table Mountain project has a contract in place for that project.

**7. New Business**

a. 2015 THIRA

Lin Bonesteel gave a brief synopsis of a two day FEMA training she attended regarding the THIRA. Two major takeaways: the THIRA is not going away and it should align with strategic plans.

b. State Monitoring Visit

A new process initiated by the State to visit and monitor all grant programs in a single visit was kicked off in Denver on August 10, 2015.

c. UASI Equipment Monitoring

Soon jurisdictions will be receiving requests for inventory updates for UASI purchased equipment. It is required that a current depreciated value be provided for all equipment on the lists which is anything with an original purchase price of \$5,000 or more. A larger emphasis will be placed on this piece and the UASI will work with the respective finance department to obtain these values. This value assists with the monitoring process so we are not looking at equipment that is

several years old and/or fully devaluated but also helps agencies plan for replacement of this assets.

d. NCR Mass Fatality Management Plan

The regional Mass Fatality response plan has been drafted with input from partners. The future intent is to make the plan operational with a one team approach for responses. The draft plan was provided via e-mail before the meeting for review. No comments or questions were made.

**UPON MOTION MADE BY CLINT FEY AND SECONDED BY STEPHEN KELLEY, THE MOTION TO APPROVE THE NORTH CENTRAL REGION MASS FATALITY MANAGEMENT PLAN WAS UNANIMOUSLY CARRIED.**

e. NCR Mass Fatality Management Committee Bylaws Update

Suzanne Boccia updated the group that the Mass Fatality Committee bylaws were revised and streamlined to three objectives. The draft bylaws were provided via e-mail before the meeting for review. No comments or questions were made.

**UPON MOTION MADE BY CLINT FEY AND SECONDED BY MICHELLE ASKENAZI, THE MOTION TO APPROVE THE UPDATES TO THE NORTH CENTRAL REGION MASS FATALITY MANAGEMENT COMMITTEE BYLAWS WAS UNANIMOUSLY CARRIED.**

f. Citizen Corp Committee Bylaws Update

Co-Chair of the Citizen Corp Committee, Peter Perez, gave the group a summary of the updates made to that committee's bylaws. These include: the new process in which individual jurisdictions submit projects and the revision of individual names to agency names. The draft bylaws were provided via e-mail before the meeting for review. No comments or questions were made.

**UPON MOTION MADE BY RICK ALBERS AND SECONDED BY MARK GUTKE, THE MOTION TO APPROVE THE UPDATES TO THE NORTH CENTRAL REGION CITIZEN CORP COMMITTEE BYLAWS WAS UNANIMOUSLY CARRIED**

**8. State/Regional Partner Updates**

a. State of Colorado-

Cory Stark reported the Presidential Declaration for the spring floods now include Elbert County. The current Goldmine Incident which spans three states and the State EOC has been activated to assist with resource requests. The State financial close-out is currently happening. Cory relayed a message from Dave Hard that responses to the requests the NCR boards have made are coming soon. The state Credentialing working group will have its kick-off meeting on August 26, 2015. The FY13 grants will end on August 31, 2015, with 45 days for agencies to close them out.

Fran Santagata reported the PRND Program is targeting training from the state-wide plan and the next event training will be October 10 at the CU football game. Upcoming is also an equipment rodeo to showcase equipment for future purchases.

- b. RETAC Updates- No update.
- c. Mile High Red Cross- No update.
- d. CEPP Updates- In collaboration with DHSEM and FEMA there will be a series of workshops around the state themed around cyber-security.
- e. DRCOG Updates - Greg MacKinnon reported that the Regional Incident Management Workshop will be September 15, 2015. Invites will be coming soon.

**9. Regional Committee Updates (as needed)**

JJ Elliot informed the group that the new Emergency Management Coordinator for the City of Westminster is Greg Moser. The next Incident Operations meeting is September 1, 2015 at South Metro Fire.

Amy Danzl reported Chuck Vale is chairing the Credentialing Working Group. The Resource Mobilization Committee is working on an instructional guide for WebEOC resource ordering. Revisions are being worked on for IMT taskbooks; next they will tackle EOC taskbooks.

Brandon Lenderink reminded the group that the Recovery committee is active and meets the last Monday of every month. The next meeting is at DPD 3, August 24, 2015 from 1-3pm. There is a grant project in FY15 to hire a contractor to write regional recovery plans.

**10. Adjournment**

The meeting adjourned at 11:40 AM.