



North Central Region Board & Denver UASI Working Group



Joint Governance Meeting

West Metro Fire Training Center
3535 S. Kipling Street
Lakewood, CO 80235

May 14, 2015

MINUTES

1. Call to order/Welcome

The meeting was called to order by the NCR Board Chair, Jerry Rhodes at 9:36AM.

2. NCR Board Member Attendance/Quorum Established

Board Members Present: Heather McDermott, Michele Askenazi,, Peter Perez (proxy for Dan Eamon), John Kyler (proxy for Kathleen Krebs), John Burbach (proxy for Mary Beth Klee), Scott Field, Tim Johnson, Chris Peters, TJ Steck, Brandon Lenderink, Stephen Cole, Steven Watson, Mark Gutke, Clint Fey.

Board Members Absent: Bob Baker, Terry Jones, Mike Chard, Kent Davies, Rick Albers, Dave Ramos, Bob Marlin, Charlie Mains.

14 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, Stuart Sunderland, Nate Fogg, Dave Mitchell, Matt Chapman, Kirk Dominic, Jerry Rhodes, Scott Field (and proxy for Mary Beth Klee), Tim Englert, Stephanie Hackett, Scott Jones, Mark Gutke, , Jim Olsen, Bob Mickelson, Gene Ensley, Clint Fey, JJ Elliot, Mark Cooney.

Board Members Absent: Mark Wolf, Dave Daley, Stephen Kelley,

19 members were present and 3 members were absent; a quorum was reached.

3. Addition/Deletion of Agenda Items:

No changes were made to the agenda.

DRAFT

4. Approval of Previous NCR and UASI Minutes:

a. 9 April Regular Board Meeting

UPON MOTION MADE BY KARL SMALLEY AND SECONDED BY MARK GUTKE, THE MOTION TO APPROVE THE NCR/UASI APRIL 2015 JOINT GOVERNANCE MEETING MINUTES WAS UNANIMOUSLY CARRIED.

b. 30 April Special Board Teleconference Meeting.

UPON MOTION MADE BY KARL SMALLEY AND SECONDED BY MARK GUTKE, THE MOTION TO APPROVE THE NCR/UASI 30 APRIL 2015 SPECIAL BOARD TELECONFERENCE MEETING MINUTES WAS UNANIMOUSLY CARRIED.

5. CELL Update: Christina Gradillas provided the board with an update of the CELL's training program and requests for training.

6. Old Business

a. 2015 Grant Process Updates

i. Final IPL Review

A handout of the final 2015 IPL (Integrated Priority List) was provided the participants. Scott Kellar informed the boards that the staff is still working to determine the precise dollar amount for the IPL so that the cut line could change and asked if anyone had questions. Stephanie Hackett asked would all the Denver generator quick connects be completed before there is any movement below this funded line. Scott Kellar stated that the staff will manage the project to complete as many connections as possible for the time and funds allotted and the board will be notified as changes are made. Heather McDermott asked about the scoring on the School district 27J School Safe project. Scott Field reminded all to include project authors can request a copy of the final project score sheet.

ii. Grant Development Committee Outcomes

Scott Kellar thanked the members of the Grant Review Committee for their hard work and judgement.

iii. Policy Recommendations

Scott Kellar introduced the five policy recommendations for future grant projects: (1) Funding of Network First software maintenance and GIS maintenance, like T&E and planning be considered as being funded before competitive projects. (2) Training and exercise projects must go through the TEPW process for consideration, Stand-alone projects will be forwarded to

DRAFT

the T&E committee for inclusion in the next year's TEPW. (3) Projects that request funding for the development of training curriculum will not be considered for funding. Regional funds will be focused on enabling the delivery of fully developed training products. (4) Facility support equipment (e.g. back-up generators) is a jurisdictional/agency responsibility and will not be considered for funding. (5) State agency requests will not be funded and instead will refer to DHSEM for consideration for funding from the 20% State withhold funding.

He also mentioned there was a sixth issue concerning the replacement of NCR purchased SCBA with non-interoperable updated SCBA, but the staff needed to study the issue further before making a recommendation. Scott Kellar asked consideration of the five policy recommendations.

Stephanie Hackett asked if the 4th recommendation (facility equipment) is based on the facility function or the type of equipment and does include wiring for emergency power. Scott Kellar that there could be other facility equipment besides a back-up generator that could also be excluded by this policy because it would be consider an individual agency responsibility and that the emergency power wiring was considered during the policy development. In the case of wiring, this was done for emergency shelters which would be a regional asset and the facility's primary use was not a shelter (e.g. a school). As a facility capable of being a shelter, it also increases the NCR capability. Stephanie Hackett asked if the policy could be better written to express this regional asset / capability vs facility support intent. Scott Kellar agreed to clarify the policy to better express its intent.

Eric Leath recommended that State higher education agencies not be covered under the 5th policy (Not funding State agencies) because of the special, relationship universities and colleges campus have with local governments and are part of the region. Lin Bonesteel suggested that using the standard TEPW process would enable all regional partners to include State agencies in receiving desired classes/training. Stephanie Hackett suggested not using directive language ("will not be funded") but more flexible language. Scott Kellar reminded everyone that policy statements are used to provide guidance to project authors and the Grant Review Committee who can always request an acceptance to policy if the project is in the best interest to the region and directive language is necessary.

In the interest of time, policy recommendations 1-3 were considered for approval. Recommendations 4 and 5 will be reworked and brought back to the Boards in June.

UPON MOTION MADE BY NATE FOGG AND SECONDED BY STEPHANIE HACKETT, THE MOTION TO APPROVE THE GRANT DEVELOPMENT COMMITTEE RECOMMENDED POLICY UPDATES 1, 2, AND 3 WAS UNANIMOUSLY CARRIED.

DRAFT

b. 2015 – 2016 Planning Timeline

Scott Kellar provided a review and handout for the dates of annual regional planning events for 2015. .

c. HSAC Updates

Scott Kellar provided a report from the recent HSAC meeting.

d. Training & Exercise Program Update

i. 2016 Wildland Fire Exercise

Rachelle Miller provided and reviewed an updated Wildland Fire exercise calendar handout to the meeting. Significant addition events included: a second staging area manger class and the upcoming Transfer of Command table top exercise was moved to August 17th.

ii. Decon/Hospital Drills

Rachelle Miller provided a handout of the other upcoming exercises to include hospital decontamination drills dates and locations.

iii. Active Shooter Drills

The upcoming exercise handout also provided information for a future active shooter exercise. She also reported two additional drills will occur later in the year, final dates to be determined. The exercise open or closed description on the exercise list indicates: Open (all may participate), Closed (Agency directed only). Scott Kellar highlighted the Transfer of Command Seminar on July 24, 2015 and Resource Mobilization and Management TTX on August 17, 2015.

e. Communications Updates

i. ISSI Updates

Gary Pasicznyk reported that the cutover to the new ISSI platform occurred on April 7, 2015. He announced that a State level ISSI meeting will occur today (May 14th) to develop a strategy for ISSI connections for other State radio systems.

ii. Eldora Tower Update

Chuck Craig reported that once the winter lifts at the Eldora site work can begin. The microwave installation between Lee Hill to Eldora and Eldora to Dakota is scheduled to begin on June 1st. Once the microwave in active

DRAFT

addition work needs to be done on the tower foundation and the DTRS equipment can be installed when it arrives latter this summer. The installation of the microwave will connect Boulder, Gilpin, and Clear Creek Counties making four Network First talk groups available in these counties.

f. CIAC Updates

Dan Johnson provided an introduction for the new CIAC analyst supervisor Kristina Bomba and the CIAC update for the month of April and expanded upon upcoming events and CIAC products disseminated throughout the upcoming month. The last two TLO classes will occur in July and August and registration is on COTRAIN.

g. Active Grant Status Update

- i. NCR Grants - Scott Kellar provided a status update on the 2013 and 2014 NCR grant projects. He reported there are currently no problems for the 2013 grant which will expire on August 31, 2015, with the Gilpin County Emergency Vehicle being the only major item left. NCR is working on FY14 grant projects.
- ii. UASI Grants - Lin Bonesteel provided a status update on the 2013 and 2014 UASI grant projects. She discussed details for the Clear Creek Gilpin communications status and Eldora tower site. The purchase order for the EMS PPE should be released this week. The purchase order for the RTD DTRS equipment for Eldora has been issued. For the 2014 grant, she reported that many of the projects are in contract development or are in a future deliverable mode.

7. New Business

a. Metro Statistical Area Process

Scott Field explained to the meeting that the UASI risk analysis is based on the Metro Statistical Area (MSA) for this area. The MSA for the Denver UASI includes Park County but not Boulder County and an explanation of this MSA has been received. The MSA is based on core counties. To be a core county, 50% of the population must be in an urban area or 25% of the population works in an adjacent. Boulder fits the first criteria but not the second. In order to develop a more accurate risk analysis Denver UASI is asking for Boulder's County's risk data.

b. NCR THIRA Approval

Scott Kellar explained that although the THIRA for UASI was also the THIRA for NCR, DHSEM did not recognize the product as a joint THIRA. He requested that the NCR board formally approve the THIRA as a NCR THIRA.

DRAFT

UPON MOTION MADE BY J.J. ELLIOT AND SECONDED BY CLINT FEY, THE MOTION TO APPROVE THE UASI THIRA AS THE NCR/DENVER UASI THIRA WAS UNANIMOUSLY CARRIED.

c. NCR State Monitoring Outcomes

Scott Kellar reported that the State DHSEM audit team conducted an equipment monitoring visit on April 20, 2015. The monitoring audit went well with only minor corrections. A copy of the report will be made available once received.

d. Committee Structure Updates

Rachelle Miller announced that the IMT sub-committee is now the Resource Management sub-committee under the Incident Operations Committee and will be chaired Ryan Fields. The sub- committee will met on June 2, 2015 at 11 AM.

She also announced that the MMRS committee will become the Health Care committee and will still focus on hospitals and other medical care facilities. They plan on having occasional joint meeting with the other Health committees (Public Health, EMS and Facility Management).

Finally she stated that the Recovery committee will be re-established. The committee will help manage the grant funded Recovery Plan project.

e. June Meeting Date

Lin Bonesteel reminded the boards that the next scheduled meeting (June 11th) will fall at the same time as the annual DHS National conference and recommended the meeting be moved to June 18, 2015. The date was acceptable to all participants and June 18, 2015 will be the next NCR/ UASI board/working group meeting.

8. State/Regional Partner Updates

a. State of Colorado

Cory Stark provided the upcoming Emergency Management Academy classes and announced that the State Training Exercise Calendar will soon be available. He announced that next week's ESF 5 meeting will discuss Citizen Corps issues. With the recent flooding in the North East Region, he want to remind everyone that rapid damage assessment by local governments are critical to reach the nearly \$7 million threshold for a FEMA declaration.

Fran Santagata provided a short update on the North East Region's four county declaration. She then reported on DHSEM reorganization. She provided an update on the preparedness classes available. Finally, she announced that CDPC is proposing to put a HAZMAT tier II GIS layer on the Ready Colorado website. Only the facility name and address not the inventory. They are requesting input

DRAFT

from emergency managers. She also provided dates for upcoming training and planning events.

b. RETAC Updates

Scott Field announced the EMS safety summit will be August 26-28, 2015 at the Denver Embassy Suites, the 4th Annual Medical Legal Forum will be September 22, 2015, and the golf tournament will be held on June 8, 2015.

c. Mile High Red Cross

No update.

d. DRCOG Updates

Greg MacKinnon announced that CDOT will have a Train the Trainer First Responder Safety course sometime this year and that CDOT is developing Traffic Incident Management Corridor Collations.

9. Regional Committee Updates (as needed)

JJ Elliott from the Incident Ops Committee reported that the committee work plan has been sent out for the 2016 review which will occur during the June or July meeting. They plan to move the committee meetings around to improve attendance. She said that along with the Resource Management sub-committee, they plan to re-establishment the Responder Health and Safety sub-committee.

10. Upcoming Meeting/Key Dates

- | | | |
|----|---------------------------------------|----------------|
| a. | HSAC Meeting | 8 June 2015 |
| b. | National Homeland Security Conference | 9-11 June 2015 |
| c. | NCR/UASI Meeting | 18 June 2015 |

11. Adjournment

The meeting adjourned at 11:36 AM.