



North Central Region Board & Denver UASI Working Group



Joint Governance Meeting

West Metro Fire Rescue Training Center
3535 S. Kipling St.
Lakewood, CO

October 8, 2015

MINUTES

1. Call to order/Welcome/Introductions

The meeting was called to order by the UASI Working Group vice Chair, Nate Fogg at 9:40AM.

2. NCR Board Member Attendance/Quorum Established

Board Members Present: Heather McDermott, Sara Garrington (proxy for Michele Askenazi), Dave Daley (proxy for Bob Baker), Mike Chard, Peter Perez (proxy for Dan Eamon), Clint Fey (also proxy for Kent Davies), Kathleen Krebs (also proxy for Rick Albers), John Burbach (also proxy for Scott Field), Tim Johnson, Brendan Lenderink, TJ Steck, Steve Cole (also proxy for Steve Watson), Mark Gutke

Board Members Absent: Bob Baker, Scott Field, Chris Peters, Kent Davies, Dave Ramos, Rick Albers, Charlie Mains, Steve Watson, Terry Jones

10 members were present, 5 members were absent with a proxy and 4 members were absent with no proxy; a quorum was reached.

UASI Working Group Board Member Attendance/Quorum Established

Board Members Present: Karl Smalley, Nate Fogg, Dave Mitchell, Matt Chapman, Kirk Dominic, Jerry Rhodes, John Burbach (also for Scott Field), Stephanie Hackett, Eric Schmitt, Mark Gutke, Jim Olsen (also for Gene Enley), Dave Daley, Clint Fey, JJ Elliot.

Board Members Absent: Stuart Sunderland, Tim Englert, Mark Wolf, Stephen Kelley, John Tarbert, Mark Cooney.

16 members were present and 6 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 CLINT FEY, THE MOTION TO APPROVE THE NCR/UASI AUGUST AND SEPTEMBER 2015 JOINT GOVERNANCE MEETING MINUTES WAS UNANIMOUSLY CARRIED.

5. Old Business

a. 2015 Planning updates

i. Draft Strategy

The following changes were made to the 2016-2019 regional strategy: MMRS language updated, annual planning procedure defined, risk assessment outcomes updated, Appendix A: Regional Committee Workplans, restructured and updated work plans, Appendix B: Regional Training and Exercise Plan, TEP draft until the calendar is defined, Appendix C: Scenarios (THIRA Planning), draft THIRA scenarios inserted.

Final approval is needed for submission to State.

Scott Kellar reminded the group that updates need to be made to the base strategy and that a strategic planning session would be scheduled for 2016.

Sara Garrington pointed out that home healthcare was not included. Rachelle indicated this was because home healthcare doesn't have a work plan but a goal could be added under the parent committee.

Glenn Grove suggested a change to the training annex, page 49, to revise the language from "ultimate goal is to justify training and exercise funding" to "ultimately fund training goals that will build-up core capabilities".

UPON MOTION MADE BY DAVE DALEY AND SECONDED BY CLINT FEY, THE MOTION TO APPROVE THE REGIONAL DRAFT STRATEGY, WITH SUGGESTED CHANGES, WAS UNANIMOUSLY CARRIED.

ii. THIRA

Lin Bonesteel requested that the group take time to review the draft THIRA once it is distributed so we can meet our required deadline. At the November meeting a vote will be taken for approval of the draft THIRA.

b. Training & Exercise Program Updates

i. 2016 Wildland Fire Exercise

On October 19, 2015, 1pm-4pm, after action items from the Resource Management and Mobilization TTX (Sept 17) will be complied and discussed.

ii. Active Shooter Drills

Drills will be October 11th in Northglenn and October 28th in Cherry Creek.

iii. Plague Functional Exercise

Sara Garrington passed out a flyer for the public health functional exercise that will be held

iv. TEPW

Overview and Outcomes of the TEPW held on September 30, 2015:
There was 2.2 million dollars for training and \$750,000 for exercise in submitted requests. Historically, the budgets have been \$250,000 and \$180,000 respectively.

Regional staff was tasked to develop recommendations for how to right size requests into workable budgetary amounts. The staff recommended the following target budget amounts:

\$400,000 for training
\$300,000 for exercise

Staff recommends that that we look to fund exercise submissions for calendar year 2017. That would establish the exercise budget for FY2016 at \$319,000. Calendar years 2018 and 2019 would go into the TEP as unfunded and considered high priority for FY2017. Staff further recommends that the established small group review the exercise requests and confirm the funding approach.

1. Draft TEP

2. Project Evaluation Criteria

Small groups will be utilized to prioritize requests against approved evaluation criteria.

The evaluation criteria consists of the following:

- Support of historically required sustainment training
- Link to Committee Work Plan
- Link to Regional Exercise Series
- Support Multi-Jurisdictional Training
- Direct Link to Risk Mitigation
- Addresses High Priority Need Area as identified by IPW

Criteria will be given to project authors to gather and submit additional information for evaluation process.

UPON MOTION MADE BY PETER PEREZ AND SECONDED BY HEATHER MCDERMOTT, THE MOTION TO APPROVE THE PROPOSED TRAINING AND EXERCISE PROJECT EVALUATION CRITERIA WAS UNANIMOUSLY CARRIED

3. Evaluation Team

A selected group, along with regional staff will be evaluating and prioritizing all submitted training requests.

Small Group Options are:

- Identify 5 volunteers from the Region at large
- Utilize the Chairs of the committees and sub-committees that submitted projects
- Utilize the existing Grant Development Committee membership & process

UPON MOTION MADE BY BRANDON LENDERINK AND SECONDED BY PETER PEREZ, THE MOTION TO APPROVE THE USE OF THE CURRENT GRANT DEVELOPMENT COMMITTEE MEMBERSHIP AND PROCESS (OPTION 3 FROM ABOVE LIST) TO EVALUATE AND PRIORITIZE SUBMITTED TRAINING AND EXERCISE PROJECTS INTO AN INTEGRATED PRIORITY LIST FOR FUNDING IN FISCAL YEAR 2017 AND TO BE FURTHER APPROVED BY THE NCR BOARD AND UASI WORKING GROUP WAS CARRIED

c. Communications Update

- i. Clear Creek – Gilpin Comms System
Scott K. indicated the project is complete.

d. Active Grant Status Update

- i. NCR Grants
Scott Kellar updated the board on the NCR Grants. The Fiscal Year 2013 is closed. The Gilpin County vehicle is finished and NCR is awaiting final invoice. Fiscal Year 2014 projects currently. The Fiscal Year 2015 grant has been received and kick-off meeting will be starting soon.
- ii. UASI Grants
Lin Bonesteel discussed the active grants for UASI. Fiscal year 2013 grant is closed and one last payment is pending. The fiscal year 2014 grant is progressing and purchasing for the EMS PPE project has started. The fiscal year 2015 grant has been received and is currently going through the Denver City and County system for full acceptance.

e. CIAC Updates

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

6. New Business

a. 2015 TEPW

- i. New Exercise Series

Small Groups brainstormed requirements and potential options for upcoming Regional Exercise Series.
2017, Communicable Disease Series
2018, Recovery Series
2019, Cyber Series

ii. Cyber Committee

A potential subject matter expert and chair has been identified for cybersecurity committee. More information will be forthcoming.

iii. Vendor Conflict of Interest

Lin Bonesteel updated the boards that a submitted training project might have a conflict of interest because a Denver City and County employee submitted the request but is also the vendor. She is checking with the City and County of Denver's Ethics Board for clarification.

b. UASI Equipment Monitoring

Crystal updated the group about the current status of the UASI inventory verification and equipment monitoring. Distributed was a status sheet listing the current state for all regional agencies with UASI purchased equipment. She will be sending out second notices and dates with monitoring dates.

c. State Credentialing Working Group Brief

A group has been tasked to come up with priorities for credentialing statewide. The group is regularly meeting and Chuck Vale is chair.

d. Federal 1033 Program

Colorado State Patrol issued information on the 1033 and 1122 programs, military equipment repurposed to law enforcement agencies. Several changes of note are in the bulletin; a copy of which was provided to the group.

e. EMPG PPE Bulletin

Informational bulletin for the EMPG was released; get in touch with grant staff if you need a copy. Of importance, in the bulletin, is that EMPG funds can be used to buy PPE.

f. State Monitoring Visit

After completion of the State monitoring visit on the City and County of Denver issued grants (PA, EMPG, UASI), the response from Denver were completed to all observations and submitted to the State.

g. 20% State Funding Allocation Update

Earlier this year a formal letter from the board was sent to the State requesting details of how the State 20% homeland security funding allocation is being spent. To date we have received no response. Dave Hard informed the group that all responses are being worked on and an update will be provided soon.

7. State/Regional Partner Updates

a. State of Colorado-

Dave Hard gave the following staffing updates, Interoperable Coordinator went to CDOT, Swik is acting coordinator, Strategic communications is under Micki Trost, as of November 2, grants and finance will be fully staffed.

Lindsey informed the group that the RAD Nuc program is currently determining additional training needs. "Are you Ready" CEEP presentations are ongoing. An RFP for the State Emergency Alert System is out; this is a notification system for State employees only.

Cory Stark, Field Services provided the following updates, mitigation and recovery efforts continue from floods. No FEMA individual assistance will be provided, VOOADs are assisting in this area. EM Conference will be March 8-10, location TBD, there will be cap to number of attendees, so register early for a spot. Working on 2016 EMPG guidance.

Bruce Holloman added that EM Academy will be on an 18-month cycle, it open in the April-June timeframe and that a new field manager for the South Region will be recruited.

b. RETAC Updates-

No RETAC update.

c. Mile High Red Cross-

Home Fire Prevention campaign is in full swing. The first neighborhood event will be October 10th in Englewood. Other locations on the schedule include Kiowa and Arvada.

Red Cross is working on updating their Mass Care Plan concentrating on streamlining shelter locations. Christine Mason DeRabe briefed the group on a recent sheltering need for an apartment complex fire. The shelter that displaced residents were at had to close and revert back to its normal operations. Red Crossed was faced with trying to fill a gap: when sheltering runs out, what are solutions for long-term housing? Christine also solicited nomination for the annual Red Cross "Hero Soiree" in February 2016.

d. CEPP Updates-

No representative in attendance.

e. DRCOG Updates -

No representative in attendance.

8. Regional Committee Updates (as needed)

Incident Operations – working on work plans and addressing gaps. The next meeting is November 3rd at South Metro Fire, 1pm-3pm.

ESF 5- working on year-long exercise, “12 months in a disaster”. The next meeting is October 21st, location TBD.

Recovery – next meeting is October 26th, 1-3pm. The draft RFP is in the works for the regional Recovery Planner. The committee is looking for speakers that have been through disasters to speak to the group.

9. Adjournment

The meeting adjourned at 11:50 AM.