



# North Central Region Board & Denver UASI Working Group



## Joint Governance Meeting

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Arapahoe County Sheriff's Office  
13101 Broncos Parkway  
Centennial, CO 80112

September 10, 2015

### MINUTES

#### 1. Call to order/Welcome

The meeting was called to order by the NCR Chair, Jerry Rhodes at 9:40AM.

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

**Board Members Present:** Michele Askenazi, Scott Field, John Burbach, Tim Johnson, Steve Watson, Sam McGhee (proxy for Terry Jones), Jane Thomas (proxy for Kathleen Krebs), Steve Watson (proxy for Stephen Cole), Matt Chapman (proxy for Clint Fey and Mark Gutke)

**Board Members Absent:** Bob Baker, Mike Chard, Kent Davies, Dave Ramos, Charlie Mains

Five members were present, 5 members were absent with a proxy and 6 members were absent with no proxy; a quorum was not reached.

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

**Board Members Present:** Crystal Abeyta for Karl Smalley, Scott Kellar for Nate Fogg, Matt Chapman (also proxy for Clint Fey: Jefferson County and West Metro FPD), Lin Bonesteel for Kirk Dominic, Jerry Rhodes, Scott Field, John Burbach, Tim Englert, Mark Wolf, Scott Jones, Gene Enley (also proxy for Jim Olsen), JJ Elliot, Mark Cooney.

**Board Members Absent:** Stuart Sunderland, Dave Mitchell, Stephanie Hackett, Dave Daley, Stephen Kelley, John Tarbert

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:

No Quorum reached.

#### 5. Old Business

##### a. 2015 – 2016 Planning Process Updates

- i. Planning Product Linkages Rachelle Miller presented the Annual Planning Process update. She discussed what is done annually and why this process is completed. She emphasized that all plans, assessments and workshops are linked and build upon each other to ultimately update the Regional Strategy annually. She also wanted committee and subcommittee chairs to focus on their work plans for each committee meeting in 2016. She discussed the importance of work plans and that work plans should be what we invest resources in for POETE (Planning, Organizational, Equipping, Training and Exercise) Projects. The Training and Exercises should be vetted through the TEPW to prioritize, synchronize, and deconflict calendar events. Planning Organization and Equipping projects should generate projects for the coming grant year. Link to presentation:

[http://prezi.com/gwuteb9mbzqz/?utm\\_campaign=share&utm\\_medium=copy&rc=ex0share](http://prezi.com/gwuteb9mbzqz/?utm_campaign=share&utm_medium=copy&rc=ex0share)

- ii. Risk Assessment Updates  
Rachelle Miller discussed the Risk Workshop outcome. The top 4 intentional and unintentional hazards and sectors were calculated in the Risk Workshop. The report is available. The risk formula used is Risk=Threat X Consequence X Vulnerability.
- iii. Improvement Planning Workshop Outcomes  
Rachelle Miller updated the board regarding the outcome of the IPW. We focused on 2 regional administrative improvement areas and 2 regional gaps that have been identified as gaps for many years. 1- Non-active/New Committees (Critical Transportation, Housing, Cyber, Health & Social Services, Planning) 2- Increasing participation across the Region 3-Unified Command 4-Operational Coordination... (including Public Health and Public Health incidents)
- iv. Strategic Plan Updates  
She stated that the strategic plan will be available for review and board approval at the beginning of October. This document and Training & Exercise Plan are due to the State on October 15<sup>th</sup>. The goals and objectives are the committee level work plans.  
Scott Kellar said that this is a shorter turnaround time this year due to some state level requirements and he also emphasized work plans at the committee level are the base plan of this strategy. These will be used in the 2016 grant

process. He also added that committees should focus on these goals during committee meetings.

b. Training & Exercise Program Updates

i. TEPW Planning

Rachelle Miller said that the TEPW is September 30<sup>th</sup>. Training and exercise events will be prioritized and should be based upon those committee work plans. This workshop will produce the updated Training and Exercise Plan 2016-2019.

Lin Bonesteel said that the THIRA document will be updated based on the same annual planning assessments and workshops. She is also discussing the potential of sector based workshops to get the information required to complete the THIRA.

ii. 2016 Wildland Fire Exercise

Jim Krugman updated the board on a few events associated with this series. He said that the Wildland Fire Academy in January 2016 requires sponsorship for certain classes.

iii. Staging Area Manager Class

Jim Krugman said that the Staging Area Manager class was September 11, 2015. This may be offered again before the 2016 Full Scale Exercise if there is still a need.

iv. Hazmat Rodeo

Rachelle Miller said that the Hazmat Rodeos are scheduled for 9/20, 9/23, and 9/24. This is the first Regional Hazmat Exercise focused on tasks outside of decon.

v. Active Shooter Drills

She said there are two more active shooter drills in 2015. They are scheduled for October 11th in Northglenn and October 28th in the Cherry Creek School District.

vi. Coroner Communications Drill Outcomes

Rachelle Miller said the Coroner's completed their notification drill September 9<sup>th</sup>. The Fatality Management Committee will generate a short AAR and update the plan accordingly. They are planning to do a tabletop exercise during their November meeting. They will then complete a tabletop exercise January 7<sup>th</sup> in conjunction with the Healthcare Committee. The plan is to then complete an ESF 8 tabletop exercise in 2016 to build up to the Communicable Disease FSE in June 2017. This committee will be attending the TEPW to address a few requests associated with the 2017 communicable disease series.

c. Communications Updates

i. ISSI Update

Scott Kellar said that the ISSI updates are continuing. Our representative continues to meet with other partners to complete the project.

ii. Eldora Communications Site Update

Scott Kellar updated the board that the EL Dora Communications Site is complete.

iii. Evergreen VHF Dispatch Single Channel

Scott Kellar said that the Evergreen VHF Dispatch Single Channel project team members are working on a project plan.

Scott Kellar added that DRCOG and RTD would like to give this plan to their vendor to help develop communication plans that could be tied to this plan.

d. CIAC Updates

Please contact Dan Johnson for copy of the CIAC monthly report for specifics. There is a new Deputy Director for the CIAC. He also updated the board that the FBI has a Cyber Team.

e. Active Grant Status Update

i. NCR Grants

Scott Kellar updated the board on the NCR Grants. The Fiscal Year 2013 is closed. He is work with the company to receive a final vehicle on September 14<sup>th</sup>. Scott Kellar said that they are working on the Fiscal Year 2014 projects currently. The Fiscal Year 2015 projects will be started shortly.

ii. UASI Grants

Lin Bonesteel discussed the active grants for UASI. Fiscal Year 2013 grant closed on 8/31. They just need final invoices. The Fiscal Year 2014 grant is in progress. They are working on these projects, meeting with purchasing, and the PPE project is getting close to the actual purchasing of the equipment. Lin Bonesteel said that the Fiscal Year 2015 should be received soon.

**6. New Business**

a. HSAC update

Scott Kellar said that the HSAC is working on term limits updates. Currently, Scott Field is going to meetings and no one has volunteered to attend in his place.

b. Colorado LTE Update

Ed Mills and Kim Coleman briefed the boards regarding the Colorado First Net Project. Currently, they haven't received a lot of participation from agencies. They are shifting their outreach because this input is key to the IP migration. Ed Mills gave a presentation on Land Mobile Radio, Data Sharing, local networks and Broadband Services to show how this project impacts different areas. First Net is an optional program. Data collection is being done at [www.firstnetcolorado.org](http://www.firstnetcolorado.org) – go to the survey

They showed and discussed the data collection map for NCR Planning for LTE Coverage. Due to this map Colorado is working on proposed coverage area changes. They are trying to get as many NCR agencies to complete the survey as possible. The data is needed to develop the coverage area.

Kim said that the baseline is at least coverage in land area with mobile coverage and then work will continue from this point. Currently, agencies feel they need more value and for firstnet to offer more than what a commercial company can offer. If it isn't better then why would agencies use it or want to pay so much money to use it. The State is setting up meetings with counties and other agencies to explain this project further and the potential if completed. The presentation given during the meeting will be sent out to the boards.

c. 2015 HS Grant Awards

Scott Kellar said kickoff meetings will be scheduled soon.

**7. State/Regional Partner Updates**

a. State of Colorado-  
No update.

b. RETAC Updates-  
The RETAC is working with the other joint committees on projects including the NCR EMS Subcommittee.

c. Mile High Red Cross-  
They are working on a fire alarm installation project.

d. CEPP Updates-  
No representative in attendance.

e. DRCOG Updates -  
No representative in attendance.

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

a. Credentialing State Level Committee- Lin Bonesteel said that they had 2 meetings to work on resource mobilization plan for credentialing equipment. The next meeting is Sept 29<sup>th</sup>.

**9. Adjournment**

The meeting adjourned at 11:27 AM.

