



North Central Regional Board

Denver Urban Area Working Group



Joint Governance Meeting

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

August 11, 2016

Minutes

1. Call to Order / Welcome/ Introductions
Jerry Rhodes called the meeting to order at 9:35.

2. Attendance / Quorum Established

Board Members Present: Richard Atkins (also proxy for Clint Fey), Michele Askenazi, Mike Chard, Kent Davies, Matthew Mueller, Sylvia Sich, Rose Lynch, Tim Johnson (also proxy for TJ Steck) , Kevin Armstrong, Scott Eddy (proxy for Mark Gutke), Sam McGhee (proxy for Nick Metz), Peter Perez (proxy for Dan Eamon), Dave Anderson (proxy for Dave Ramos)

Board Members Absent: Bob Baker, Kathleen Krebs, Rick Albers, Charlie Mains, Brandon Lenderink, Stephen Cole, Marcie Linton, Charlie Mains.

9 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 Board Member Attendance/Quorum Established

Board Members Present: Ron Sigman (proxy for Michael McIntosh), Richard Atkins (proxy for Michael Schuppe and Clint Fey), Stuart Sunderland (proxy for Pat Laurienti), Matt Chapman (also proxy for Dave Walcher), James Robinson (proxy for Jon Greer), Lin Bonesteel (also proxy for Kirk Dominic and Mark Wolf), Jerry Rhodes, Matt Mueller, Sylvia Sich , Christian Contos (proxy for Tim Englert), Scott Jones (proxy for Eric Schmitt), Scott Eddy (proxy for Mark Gutke), Stephen Kelley, JJ Elliott.

Board Members Absent: Chris Armstrong, Gene Enley, John Tarbert, Dave Bierwiler, Bob Baker, Mark Cooney.

17 members were present and 6 members were absent; a quorum was reached.

3. Addition/Deletion of Agenda Items
No agenda items were added.

4. Approval of Meeting Minutes

Sam McGee made a motion to approve the June minutes as presented. Kevin Armstrong seconded the motion. Motion passed.

5. Old Business

- a. Updated NCR Board Membership

Scott Kellar updated the board that Rose Lynch is now a voting member for the board from Douglas County, Richard Atkins is the sole member of the OEM office and is a voting member, and Marcie Linton was nominated to represent the RETAC for the NCR Board as a voting member.

- b. Regional Planning Timeline Updates

Lin Bonesteel updated the board on the planning timeline. Please attend and share the invitations. This goes to FEMA to tell them what our gaps and needs are across the UASI and NCR.

- c. Training & Exercise Program Updates

- i. TEPW Prep

Rachelle Miller said that the TEPW is October 11th. She said that the workplans and series of exercise and training events already in the TEP will be the focus. Breakout groups will focus on the 2017 Public Health Exercise, the 2018 Recovery Series and 2019 Cyber Series.

- ii. Active Threat Exercise

Rachelle Miller said Operation Golden Ladder went well. No issues came out in terms of safety and security concerns following the exercise. The morning session was focused on instructor led training walk-throughs. The afternoon session was a series of three exercises practicing the same scenario three times. They are compiling the evaluations to develop the After Action Report. The After Action Meeting will be in two weeks.

- iii. Hazmat Rodeo

Rachelle Miller said that the Hazmat Rodeo is scheduled for the last week in September. They are working to plan out the stations. The team up calendar has been updated.

- iv. State Public Health Exercise

Stephanie updated the board that the planning groups are working on this and updated are on the CDPHE website. The draft MSEL should be done by the end of September. Michele Askenazi said they are also having

healthcare coalition planning meeting coming up shortly to determine what local play will look like and how that will be resourced.

v. Regional EOD Drills

Rachelle Miller updated the board that the contract with DU Science and Tech Dept. has been issued to conduct the EOD Drills. Dates are being determined but most likely in September and August timeframe.

Jerry Rhodes encouraged folks to ensure invitations to exercise go out to elected officials. A couple of elected officials sent representatives to Operation Golden Ladder which was very positive.

Scott Kellar and Jerry Rhodes also thanked Auraria Campus for the very valuable assistance in hosting and securing the exercise.

d. Communications Updates

Steve Kabelis updated the board on the FirstNet status. There are four items that have been topics over the past month. The working group is discussing the RFP with FirstNet including receiving information on who has participated including AT&T, Pacific Data, and Brava Mercury (Erickson, Intel, Harris, Nokia). No word on Verizon so three responses now. Awarding will be in Mid-November. Second, the asset verification process is continuing across Colorado. Third, NTI put out a state alternative program and the working group is looking at impacts to the state if they go that way on this standalone program. Finally, a RFI at the state level had 11 responses so far and they are putting together a matrix for scoring.

Scott Kellar said that there are a few handouts related to these topics. These were given at the last HSAC meeting.

e. State EMAC Credentialing Process

Cory Stark said that Jeremy Utter was not able to make it today to update the board and has not created the process for EMAC. The state did said folks on EMAC deployment in Maryland for floods. ESF 5 will be discussing the credentialing topic at the next meeting.

f. Active Grant Status Update

i. UASI Grants

Lin Bonesteel had a handout for the UASI budgets. The 2014 grant closes August 31st. There are no issues because salaries will use the end of this budget. The stress vests are taking a while on the 2015 grant. The 2016 grant should be coming.

ii. NCR Grants

Scott Kellar had a handout for the NCR budget. Project 9, the airlight trailer has arrived. The Jeffco Mountain Project money just has to be paid out. He doesn't see any issues. The 2015 side is going well. We still have two years on this grant.

6. Committee Report Outs

a. Training & Exercise

Jim Krugman gave a handout on needs assessment to possible assess what is really needed. The committee works hard on the TEP and highlighted the committee's workplan. He described issues the committee has had and struggles with such as attendance, identification of the right training, and the balance on certification needs across the region (what is the agency responsibility and what should we pay for). He also said we continue to fund the same things year after year. He would like to see more diversity to enhance capabilities across the Region. He asked the board to help the committee identify the priority among the ones we always fund "the big four." Jim also said it would be helpful if committee chairs would attend the committee meetings. This will assist in identifying the right training needed. Jim said the MEPs that have been invested in has not been something that has been beneficial to the NCR yet.

He also suggested that members also use the Teamup Calendar more often. Rachelle Miller said that she estimates only 10 percent use it right now.

He closed by asking the board for decisions on two matters. One is to prioritize the top four courses that are continually funded year after year. Two, reconsider the off the top funding that is given for citizen preparedness and allow that to come back into the competitive process during the TEPW and include it into the TEP.

Jerry Rhodes asked if there would be a formal request for these two items. Jim said this is it. We are getting close to TEPW deadlines. Matt Mueller said we will have one board meeting so do you want this acted upon in September.

Scott Kellar said that this may be something we can look at and make a decision on before the 2017 TEPW. A small group of us will come up with recommendations for the September meeting.

b. Updated Schedule

Scott Kellar said that the staff put together an updated briefing scheduled for committee to report out the board. The Emergency Animal Committee couldn't update today. ESF 5 will update the board in September. Michele Askenazi asked to have Public Health added in June.

7. New Business

a. Recovery Planning Project Discussion

Brandon Lenderink was unable to attend and Lin Bonesteel led the discussion. She referenced the handout. She said the current project is funded at \$250,000 and to fund it to 100 percent they need \$490,638. They are requesting \$240,638 additional. She has the money to cover the difference due to the State unspent money given back to UASI which was \$250,000.

Richard Atkins made a motion to approve an increase of \$240,000 for this Recovery Planning Project not to exceed \$490,638 using 2015 UASI money. Kent Davies seconded the motion. Motion passed.

b. DICE Cyber Security Exercise

Scott Kellar said that DICE is holding an exercise and passed out a handout. He encourages you to talk to your cybersecurity professional in your organization. If you want to participate he encourages you to sign up as a team with your jurisdiction.

c. DHSEM Monitoring Visit Initial Results

Scott Kellar said that DHSEM went and monitored Arapahoe County for the HSGP. The note for follow-up action was sent to Scott. These are recommendations and not finding. The first was to write a contract policy to include women and minority businesses. Second, write the SOP for writing the quarterly report. Third, write a policy for protecting personally identifying information. And last, write a policy on cash advances.

Lin Bonesteel said that DHSEM accepted all the items from their last close out as well.

8. State/Regional Partner Updates

a) State of Colorado

Cory Stark said that he has been working with Tri-County Health and Douglas County to clear up the Resource Mobilization and Management planning. At the end of the month they will include a larger group. He said that the EM Academy comes up again in August. The LEPC Conference is in September. The CEMA Conference planning has started. Cory also participated in an exercise with the Department of Agriculture on disease outbreak.

Stephanie said that the NDMS exercise is next week. Chempacks have been completed. And they started conversation on adding kits to this. They are also trying to get additional closed pod planning done so contact her if you are interested.

Linsey Shaw said that they are working on the Emergency Alert System. Contact her if you want more information regarding the system and hazards on the system. They are working with Fort Collins on the RDD program.

b) RETAC Updates

No representative in attendance.

c) Mile High Red Cross

No representative in attendance.

d) DRCOG Updates

Greg MacKinnon said they are continuing to coordinate with CDOT for the incident management program and working with getting the first responder community into this program. Greg said they are developing a cyber security document for their transportation and operations folks given their vulnerabilities.

e) CEPP Updates

No representative in attendance.

9. Regional Committee Updates (as needed)

JJ Elliott said that Incident Ops is working on their workplan. She also said that attendance is low.

Cory Stark said that ESF 5 is next week and they will also be working on their workplan.

Mike chard said that CEMA is now in charge of processing EOC task books and they are working on writing procedures related to this processing. This used to be a job of Jeremy Utter at CDPHE. Mike is now on an IAEM state caucus group so if you have an EM related issues please contact him. CEMA will now award scholarships to the national conference and award letters will go out next week.

10. Upcoming Meeting/Key Dates – Also see NCR Web site www.ncrcolorado.org

- | | | |
|----|-----------------------------------|----------------|
| a) | Regional Risk Assessment Workshop | Aug 31, 2016 |
| b) | State LEPC Conference | Sept 7-9, 2016 |
| c) | NCR/UASI Meeting | Sept 8, 2016 |

11. Meeting Adjourned at 11:05.