



# North Central Regional Board Denver Urban Area Working Group



## Joint Governance Meeting

---

Denver Police District 3  
1625 S University Blvd  
Denver, CO. 80120

December 8, 2016

### Minutes

1. Call to Order / Welcome/ Introductions

Nate Fogg called the meeting to order at 09:31

2. Attendance / Quorum Established

**NCR Board Members Present:**

Richard Atkins, Michele Askenazi, Matt Chapman (proxy for Nick Metz), Peter Perez (proxy for Dan Eamon), Kent Davies, Kathleen Krebs (also proxy for Rick Albers), Sylvia Sich (also proxy for Matt Mueller), Tim Johnson, Rose Lynch, TJ Steck, Stephen Cole (also proxy for Kevin Armstrong)

**Board Members Absent:** Bob Baker, Mike Chard, Dave Ramos, Mike Gutke, Marcie Linton, Charlie Main

10 members were present, 5 members were absent with a proxy and 6 members were absent with no proxy; a quorum was reached.

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

**Board Members Present:** Ron Sigman, Nate Fogg, Dave Mitchell, Matt Chapman, Lin Bonesteel (proxy for Kirk Dominic), Tom Meigel (proxy for Jerry Rhodes), Sylvia Sich (also proxy for Matt Mueller), Christian Contos, Stephanie Hackett, Scott Jones, Brian Daley, Jackie Erwin (also proxy for Gene Enley), Andre Johnson (proxy for John Tarbert), Dave Bierwiler, Jason Hollands (proxy for Stephen Kelley), Clint Fey, Greg Moser (proxy for JJ Elliott), Mark Cooney

**Board Members Absent:**  
Pat Laurienti, Bob Baker

21 members were present and 2 members were absent; a quorum was reached.

3. Addition/Deletion of Agenda Items

There were no addition or deletion of agenda items

4. Approval of Meeting Minutes

**Sylvia Sich made a motion to approve the November minutes as presented. Dave Mitchell seconded the motion. Motion passed.**

5. Old Business

a. Regional Planning Process Updates

i. Committee Work Plan/Regional Strategy Update

The planning process committee work plans are due December 15<sup>th</sup>. NCR Staff will use these to update the Regional Strategy along with risk data and THIRA information.

ii. NCR and UASI Staff sent out the THIRA draft via email that was due on November 30th. Lin Bonesteel requested approval of the draft.

**Nate Fogg made a motion to approve THIRA draft. Mark Wolf seconded the motion. Motion passed.**

b. Training & Exercise Program Updates

Rachelle Miller updated everyone on T&E meeting that occurred 3 days prior where the committee reviewed all of the proposed T&E activities for 2018. She explained that the committee had approved \$251K for exercise activities and stated that the board would need to review and approve the amount.

Lin Bonesteel reviewed the training activities proposed for 2018. She shared insight into how the trainings were selected and prioritized through the various committees. She also shared how the process may change in 2017 per the committee. Ultimately the committee had approved \$390,480.00 for training activities and stated that the board would need to review and approve the amount.

Scott Keller explained that any T&E activities that were not funded would be eligible to be submitted as a project through the normal grant process for funding.

**Peter Perez made a motion to approve T&E funding in the amount of \$641,480.00. Clint Fey seconded the motion. Motion passed.**

Rachelle will update the TEP and send out to the group for review and approval.

Stephanie Ferguson from CDPHE gave a quick update on the 2017 State full scale public health exercise. They are currently meeting every other month in preparation of finalizing the exercise.

Michelle Azkenazi mentioned that state level updates should be pushed out locally and if you aren't receiving them, please let Stephanie at the state know.

c. Communications Updates

Steve Kabelis provided an update that the comms committee wrapped up their work plan. The winning vendor for FirstNet was AT&T.

d. Active Grant Status Update

Lin Bonesteel provided an update on the FY15 and FY16 expenditures. Things are moving along with no delay.

Scott Kellar update the NCR grants and said there are two active grants now, 2015 and 2016. All 2015 kickoff meetings have been completed. The RFP for the regional comms project for Jeffco mountain area is back and under review. 2016 funds are also available now, some kickoff meetings have been completed.

e. NCR Equipment Monitoring

Matt Gassman gave an update on monitoring status. The 2016 monitoring process is complete.

Scott Keller points out that any equipment purchased for an agency should be on whoever's books and says that the values of such equipment should be appropriate. Updating the depreciation value of the equipment helps lower your liability rates as well.

Lin Bonesteel reminds every one of the importance of the lifecycle of said equipment and that it is required to notify NCR/UASI through memo if the equipment is no longer in use.

6. Committee Report Outs

a. Cyber

The Cyber committee successfully completed two tabletops in 2016. In 2017 they are working towards ESF templates that are unified throughout the region. They are also working on a new Chair/Co-Chair structure. They are also working on finalizing governing documents in 2017.

b. Animal Emergency

AEC focused on two tabletops in 2016 (one basic sheltering and advanced sheltering) that was in preparation for the Wildland Fire FSE. The two TTX and FSE pay dividends during the Cold Springs Fire and the Douglas county Chadwick Fire. During the Cold Spring Fire there were 330 animals sheltered at two fairgrounds. The also worked on various shelter and work plans and annex's in 2016. In 2017 they would like to work towards a regional response plan.

c. GIS

The committee was formed 10-12 years ago with the intent of creating and maintaining one database for all GIS information for the region. Since then it has been more in a maintenance mode and updating all of the region's data through a cloud based system. One gap that was discussed was the lack of understanding of what GIS could provide the Emergency Managers. There was talk about coordinating a GIS/ESF-5 special meeting in 2017. As far as 2017 goals, they will be focusing on outreach, scripting, supporting local trainings and exercises and testing of the system.

## 7. New Business

### a. NCR Staff Hiring Update

Scott Keller announced that Kevin Kay from Arapahoe OEM has been hired for the vacant position. Congratulations to Kevin.

### b. FY17 Grant Process and Policies

Scott Keller apologizes for leaving 2017 process and policies at his office. He will need to send out the documents through email and they will need to be adopted in January. May require holding a special meeting to complete.

### c. January Board Meeting Date

Lin Bonesteel will be out of the office on business for the January meeting and suggested that the meeting be moved to the 19<sup>th</sup>. The date conflicted with another meeting so Scott Keller suggested moving the meeting to Friday January 6<sup>th</sup> which the board agreed to.

### d. Complex Coordinate Terrorist Attack grants

Nate Fogg presented the board with a grant that he feels like the region should apply for and that would meet a lot of the needs we are currently addressing. Arapahoe would be the fiscal agent, but would require addition support throughout the region. The grant application is due in February so any interested party would need to agree to meet before the end of the year.

### e. NCR Board Chair Temporary Delegation of Authority

Jerry Rhodes said he will be out for a period of time. Scott Kellar would like to have a delegation of authority to Stephen Cole for signature authority to the NCR.

### f. NCR Staff Hiring Update

Scott Kellar said that interviews will be next Friday with 5 candidates.

## 8. State/Regional Partner Updates

### a) State of Colorado

CIAC – Would like to convey appreciation to the various agencies who helped support the funeral for CSP trooper Cody Donahue. They are also working on 4 in service trainings in 2017 no additional TLO trainings will be offered.

Field Services – They are having ongoing conversations regarding IMT along with building additional resources. They have also been hold ongoing recovery meetings. The deadline for EMPG is January 12<sup>th</sup>. One of the major topics be discussed is the housing shortage and homeless population especially in the event of a disaster. Also, be on the lookout for the DIA Great Hall project.

- b) RETAC Updates  
No representative present.
  - c) Mile High Red Cross  
No MHRC Representative present.
  - d) DRCOG Updates  
No DRCOG Representative present.
  - e) CEPP Updates  
No representative present.
9. Regional Committee Updates  
None.
10. Upcoming Meeting/Key Dates – Also see NCR Web site [www.ncrcolorado.org](http://www.ncrcolorado.org)
- a) NCR/UASI Meeting January 6, 2017
  - b) HSAC Meeting January 9, 2017
11. Other Business / Adjourn  
Meeting adjourned at 11:28.