



# Denver Urban Area Working Group

## North Central Region Board

### Joint Governance Meeting

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Arvada Fire Training Center  
6651 Indiana Street  
Arvada, CO 80007

January 11, 2018

### Minutes

1. Call to Order / Welcome/ Introductions

Ryan Broughton called the boards to order at 9:36am.

2. Attendance / Quorum Established

**UAWG Members Present:**

Ron Sigman, Stuart Sunderland, Nate Fogg (Arapahoe Co alternate), Dave Mitchell (Arvada FPD alternate), Matt Chapman, Stephanie Hackett (Brighton Fire alternate), Kirk Dominic, Ryan Broughton, Sylvia Sich (Denver PD alternate), Mark Wolf, Brandon Gipson (Greenwood Village alternate), Brian Daley (Jefferson Co. alternate), Jackie Erwin (City of Littleton alternate and Littleton Fire alternate), Steve Martingano (RTD alternate), Jerry Rhodes (South Metro Fire alternate), Stephen Kelley, Clint Fey, Greg Moser (Westminster alternate).

**UAWG Members Absent:**

Mike Hendershot

20 members were present, 9 primaries and 11 alternates. 1 member was absent. Quorum was reached

**NCR Board Members Present:**

Richard Atkins, Michelle Askenazi, Sam McGhee (proxy for Nick Metz), Mike Chard, Peter Perez (proxy for Dan Eamon), Dave Ramos (proxy for Dave Anderson), Kathleen Krebs, Ryan Broughton, Sylvia Sich, Tim Johnson (and proxy for Craig Rollins and Alex Jakubowski), TJ Steck, Tory Jantz (proxy for Stephen Cole), Kevin Armstrong, Clint Fey, Rick Searle (proxy for Mark Gutke)

**NCR Board Members Absent:**

Bob Baker, Kent Davies, Rick Albers, Charlie Mains.

10 members were present, 7 members were represented by proxies, and 11 members were absent. A quorum was attained.

Jerry Rhodes asked that Tim Johnson give the Board a brief overview of the Douglas County shooting incident involving Zachary Parrish.

Tim wanted to pass along from the County Commissioners and the Sheriff, a big thank you for the support and condolences and to all who have helped. He stated that it was a very significant event in which they lost an officer and still have officers recovering in the hospital. There is a lot of information to review and they will be looking at everything significantly.

Jerry paused and asked for a moment of silence.

3. Addition/Deletion of Agenda Items

Scott Kellar relayed that Mike Chard had requested an addition to the agenda to discuss the NAPSG Pilot Program during the Board meeting. The Boards agreed to add it to the end of the agenda.

4. Approval of Meeting Minutes

**Sylvia Sich made a motion to approve the December meeting minutes. Peter Perez seconded. Minutes passed with no objections.**

5. Regional Committee Updates

a. EMS

James Robinson stated that the EMS subcommittee has been very active, with over 30 different agencies represented at the last meeting. They are moving along on grant funded projects and wrapping up Green Channel, the private ambulance, and PPE Grant projects. If any entities are expecting funds for these projects, please talk to Dave Mitchell and/or James Robinson.

James further explained that they are working with the state for an information exchange to see submitting HIE, in order to ease data to track patients closer to real time. They will continue to update as this moves forward.

Furthermore, James stated that the EMS subcommittee is now a functional working group for the NCR Healthcare Coalition, in order to not duplicate efforts.

b. HAZMAT

Glen Grove stated that the HAZMAT team has wrapped up the MMRS mass decontamination drills. 250 individuals/responders were trained.

Glenn announced that there is a HAZMAT Tech Class on April 9<sup>th</sup> and is open through Co-Train. There will also be another one in the fall.

c. EOD

Rick Searle briefed the Board that they are having project implementation issues with a vendor but are working with Lin Bonesteel to fix the issue.

Rick announced that the Hostage Rescue Drill was completed in December and they are waiting on Data that was collected to complete the report.

d. Search and Rescue

Greg Moser announced that there is a Structural Collapse (SAR) class on January 29<sup>th</sup> in Boulder that will incorporate feasibility to collapse with type II for the NCR. Please contact Dave Maikranz for the time and location.

e. Planning

David Powell announced that UASI/NCR is reconvening a Regional Planning Committee on January 31, from 1-3pm at DPD 3 (location may be subject to change).

David explained that they will work to create an operational framework for the Region. Once completed, the idea is to have elected leadership to sign off on it and have as much involvement as possible. David will send out invites. Please contact him if interested in further information and/or would like to attend the kick-off meeting.

6. Old Business

a. State Strategy Development

Scott Kellar sent out invites for the State Strategy Development. Scott explained that they would like to have a broad audience attend the meeting. This is opportunity for Regional stakeholders to provide direct feedback to the State and what should be included in the State Strategy. There have already been two engagement meetings conducted and there will be more until March, around the State.

The NCR/UASI meeting will be held on Tuesday, January 30, 2018 from 9am to 3pm, at the West Metro Fire Rescue Training facility located at 3535 S. Kipling Street, Lakewood, CO 80235. Please pass the information on to anyone who you would like to attend.

b. Regional Planning & Coordination Processes

i. Annual Planning Calendar Changes

Scott Kellar indicated that there is a hand out that staff went through, and felt that there needed to be a re-ordering in terms of how it was done historically. It was concluded that the THIRA should be developed earlier in the year to assist with TEPW and other subsequent documents. The grants have not been opened as of yet.

ii. THIRA Update

Lin Bonesteel stated that the Final THIRA was turned in on December 29<sup>th</sup> and will be distributing the document, highlights and the top five with a synopsis.

Lin then introduced Tiana Farrant, who is a new employee of the UASI. She will be working closely on the THIRA for this next year, as well as risk assessment and other tasks.

iii. Committee Meeting Schedule

Scott Kellar reviewed the monthly calendar hand-out, that shows when Regional Committees/Working Groups meet throughout the month for 2018.

c. Regional Grant Process Changes

i. Policy Guidance

Ryan Broughton, Scott Kellar, Lin Bonesteel and other members present, discussed the new policy guidance at length and in depth.

**After not coming to a consensus, TJ Steck made a motion to delay the decision for a study session meeting and then reconvene to discuss this topic further at the February Board Meeting. Stephanie Hackett seconded and the motion passed.**

ii. Timeline

No information is available on the Grant program timeline from the Federal Government.

iii. Grant Development Committee Membership

Ryan Broughton discussed the Grant Development Committee Membership. Right now, there are 10 different County representatives and six subject matter experts. There is a recommendation to look at membership in two ways that will represent both UASI and NCR.

First, Ryan made a recommendation that UASI members making proposals, submitted for grant review would have three minutes each to present their project to the committee before the committee sees the IPL.

Second, Ryan made a recommendation to have 10 voting representatives. The subject matter experts can provide information but cannot vote.

After a lengthy discussion, there was general agreement to include this subject in the special meeting that will also discuss policy guidance. All were in favor to defer.

iv. Potential for Matching Funds

Scott Kellar reminded the Boards that there may be a requirement in this year's program for matching funds (soft). Regional staff will keep the Boards informed on any further information regarding this topic.

d. CAD to CAD Project Update

Governance IGA-

- Attorneys representing ADCOM, Thornton, Westminster, and Broomfield dispatch centers have agreed upon a final draft of the CAD to CAD IGA.
- The Final draft IGA is on the dockets for all of the governing boards
- Process should be finalized before March 1, 2018

CAD to CAD RFP-

- Work sessions of the CAD to CAD RFP committee
- One to two meetings to review and finalize RFP developed by Winbourne and Associates.
- Approved RFP document by March 1, 2018

Projected Timeline-

- March 1, 2018-

CAD to CAD Governance agreement approval

RFP document final draft

Distribution of RFP's to third party vendors

- April 1, 2018-

Committee vetting of vendors

- April 15, 2018-

CAD to CAD project award

- May 1, 2018-

CAD to CAD project kick off

e. Training and Exercise

i. 2018 Training & Exercise Plan Approval

Tim Reutiman recapped the Training & Exercise plan for 2018-2022. He explained that it focuses on key core capabilities; four primary scenarios, which are staggered throughout the plan. These are all covered by prior or 2018 funds. Rachelle Miller added that there are two new appendices, which highlights citizen corps classes and a running list of lessons learned.

**Sylvia Sich made a motion to approve the TEP. Mark Wolff seconded and the motion passed.**

ii. Damage Assessment Workshop

Brandon Lenderink discussed the February 6<sup>th</sup> Regional Damage Assessment Workshop. Brandon explained that they are in need of more participation and would like to have lead coordinators from all jurisdictions.

iii. CCTA Exercise Planning Group

Kevin Kay discussed that the CCTA Exercise Planning Group applied for a grant and the TEP was approved. They will reconvene likely around February 7<sup>th</sup> and Kevin will send out the invite.

iv. MS-ISAC Cyber Training Workshop

Rachelle Miller discussed the MS-ISAC Cyber Training Workshop. The kick-off for the workshop is January 24<sup>th</sup> from 11am to 2pm. The first two days are technical and the last is more for Emergency Managers. The deadline for the workshop to be open to only the NCR, is February 2<sup>nd</sup>. After that deadline, the workshop will be opened to the state. All agreed.

f. Communications Updates

i. Microwave Re-Allocations

Scott Kellar explained that there are two available microwave antennas for re-allocation to other agencies. He will need to hear from interested entities by January 15<sup>th</sup>, otherwise he will subsequently make them available state-wide.

g. CIAC Intelligence and Threat Updates

CIAC Intelligence Analyst Kellie Dunlap briefed a Pro-ISIS image with implications to public safety in Denver, Colorado, and explained that the image was doctored via editing software so the threat has been assessed with low credibility. Ms. Dunlap also briefed on a product the CIAC contributed to regarding drug trafficking in the Rocky Mountain region. Finally she mentioned that the CIAC utilizes a threat prioritization to prioritize its threats, and 2018 priorities have been determined. CIAC analysts will then appropriate resources and analytics to each prioritized threat, similar to the model used by FBI in its field division offices.

h. Active Grant Status Update- In the interest of time, the Chairs offered attendees the opportunity to ask any questions about open grants. There were none.

## 7. New Business

### a. NCR Equipment Monitoring Report

Stephany Juneau discussed the successful completion of the 2017 monitoring with a couple of findings to be discussed at the special meeting for Policy Guidance.

### b. UASI State Monitoring Visit Report

Lin Bonesteel discussed the findings applied to the City and County of Denver, including the UASI program, which was a lack of policy regarding personally identifiable information. Denver was already working on this policy, prior to the monitoring visit and will provide the policy to the State once it is approved in the City. There were no other comments related to the UASI grant in the follow up letter.

### c. UASI Membership Status; Cunningham Fire

Lin Bonesteel discussed the merger of Cunningham Fire with South Metro Fire and the fact that Cunningham Fire will no longer be a UASI member. Jerry Rhodes will remain a primary voting member representing SMFR.

### d. Denver LEPC Updates

David Powell discussed the pilot program with EPA, which will increase reach and impact. A survey was sent out, which identified 92% of individuals who said they have plans but only half said they coordinated with the public or LEPC for those plans. It is a good baseline to start and reach out. LEPC meetings by council district. A connection needs to be made between industries and the public.

### e. Exercise Pioneer Shield Report

Ryan Broughton reviewed the Denver EOC functional exercise that was completed. There was a 24-person staff from several states, cities, and various entities. In full, it was a 95-person EOC/JIC exercise. He further thanked everyone for assisting.

There was a consensus of impressed and happy feedback regarding the general performance and involvement from higher ranking levels, such as the Mayor and cabinet. There will be another exercise on March 9<sup>th</sup>, with 264 injects given throughout the event.

### f. Recent Events

Ryan Broughton discussed information from the CIAC regarding the 130 attacks across the country since December. They continue to use fire bombing, stabbings, and now drive-bys.

At the Colorado State capital there were shots fired between two cars and it took 45 minutes to be announced.

Ryan then updated everyone on Hurricane Maria, in which at least 547 individuals have been reported dead and a cost of \$103 billion in damage. Three months later, about 40% of Puerto Rico is still without power, 14% are without potable water, and 10% are without cell service. An estimate from the New York Times concludes that over 1,085 individuals have died, but are unreported outside the official report.

## 8. State/Regional Partner Updates

Mike Chard discussed the NAPSG Flood Exercise. He would like for the exercise to be collaborative and Regional and proposed to change the location of the event. This is an exercise that gives a “dashboard” opportunity for different entities. On March 13<sup>th</sup>, there will be a meeting to discuss project requirements. The table top exercise is scheduled for April 16<sup>th</sup>.

Mike further proposed that the drill be very narrow around whoever participates, so that it does not become too big or have a lot of operational aspects. This is an opportunity for everyone to get the tools; a situational awareness to decision assistance tool.

Mike added that COGC held a meeting on rulemaking, which would require on flow-line/pipeline data to be released to emergency management throughout the state. Emergency managers need the GIS layer data; however the private companies are saying that it is proprietary information. This issue will continue to be discussed, in order to release the data needed for emergency managers.

### a. DHSEM update

Cory Stark stated that Director Willis will tie in with Region soon. State Operations is working with the fire community with EMAC and discussions will continue in 2018.

There will also be additional planning in 2018 on the Repatriation Plan for US citizens and their independence, which supports Colorado ports of entry.

Lindsey Shaw with State Operations-

- Currently updating the SIREN system.
- Intern starting next week.
- Reverse 911 and update LEPC chairs
- Response plan template is approved
- CDPC- now tier II reports
- State of Colorado response guide is being updated
- State alert system- AAR meeting with state patrol to see what went wrong and right.

Nowell Curran with State Training & Exercise-

- Grant calendar has changed.
- TEP summary is complete and submitted.
- HSEEP- pushing for it this year and will help assist and streamline
- The deadline for the EM Academy is January 16<sup>th</sup> and the Academy will start in April.
- Train the trainer classes
- THIRA scenarios- cyber security and regional utilities disruption

b. Other State Agencies

None.

c. NCR Health Care Coalition

Michelle Deland discussed the December Regional Risk Assessment, which was cross-jurisdictional and Regional. They will be working on a Regional Preparedness Plan in 2018, conduct a Coalition exercise, and will capture and bring back medical surge information.

With Medicare, they are working on developing plans and reviews to handle the surge of requests for local emergency management to review. They have also conducted workshops over the past 6 months.

d. RETAC Updates

None.

e. Mile High Red Cross

Katie Fisk stated that Mile High Red Cross supported the New Year's Eve event that occurred in Douglas County with 52 individuals. They stood up an evacuation center and participated in mass care.

f. DRCOG Updates

None.

9. Other Business / Adjourn 12:13

Chairs