

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS  
National Capital Region Emergency Preparedness Council**

**Date: Wednesday, February 9, 2011**

**Time: 2:00 p.m. – Arrival/Networking  
2:30 p.m. – Convene Meeting  
4:30 p.m. – Adjourn Meeting**

**Location: Training Center, Lobby Level  
777 North Capitol Street NE  
Washington, DC 20002**

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**DRAFT AGENDA**

- 1. WELCOME, INTRODUCTIONS AND APPROVAL OF MINUTES (2:30-2:40)**  
*EPC Chairman Phil Andrews, Montgomery County*

Announcements

- Introduction of New Members
- Review 2011 Meeting Schedule
- Consider November 10, 2010 Minutes for Approval
- New National Terrorism Advisory System- Steward Beckham

**Recommended Action: Approve November 10, 2010 minutes.**

- 2. NATIONAL CAPITAL REGION EMERGENCY PREPAREDNESS COUNCIL (2:40-2:55)**  
*Mr. David Robertson, COG*

Because of its structure and composition, the Emergency Preparedness Council (EPC) experiences periodic turnover among its members. Chairman Andrews has recommended staff lead a "101" discussion on the roles and responsibilities of the EPC and associated organizations as well as the Regional Emergency Support Functions (R-ESFs) and Regional Program Working Groups (RPWGs) that will result in a better informed membership.

**Recommended Action: Discuss EPC, associated organizations, R-ESFs and RPWGs.**

### 3. UASI FUNDING UPDATES

(2:55-3:05)

*Mr. Tim Fitzsimmons, Chief  
DC HSEMA Grants Management Office*

The EPC has requested that it receive updates at each meeting on all current and prior year Urban Area Security Initiative (UASI) grants. Mr. Fitzsimmons will provide an update on current and projected expenditures associated with FY08, FY09 and FY10 UASI grants. He will update the EPC on the NCR application process to include projected time line for FY11 UASI funding.

**Recommended Action: Receive funding updates.**

### 4. DISCOVERY CHANNEL HOSTAGE EVENT

(3:05-3:30)

*Chief J. Thomas Manger, Chief of Police  
Montgomery County*

On September 1, 2010, James J. Lee took three people hostage at the Discovery Channel Headquarters in Silver Spring, Maryland, resulting in a multi-agency response operation and investigation. The EPC requested a briefing on the Discovery hostage situation and lessons-learned that may impact regional planning, coordination and response to similar events that may occur in the future. Chief Manger will present an executive overview of the event, highlighting strengths and areas for improvement.

**Recommended Action: Receive briefing on the Discovery event; identify opportunities to incorporate lessons learned.**

### 5. EPC FOCUS AND PRIORITIES IN WORK PLAN FOR 2011 AND ISSUES ASSOCIATED WITH JANUARY 26, 2011 SNOW STORM

(3:30-4:30)

*Chairman Andrews and EPC Members*

- PRIORITY 1: National Capital Region Homeland Security Strategic Plan
- PRIORITY 2: Update of Local Plans and the Regional Emergency Coordination Plan
- PRIORITY 3: Emergency Preparedness Council Senior Leader Seminar 2011
- PRIORITY 4: Community Awareness, Alert and Public Information
- PRIORITY 5: Urban Area Work Group and Regional Coordination

Staff will highlight EPC accomplishments for 2010 and recommended priorities for 2011 that will include addressing issues from the January 26, 2011 snow storm. The EPC will discuss issues associated with the snow storm to include the release of employees, traffic management, loss of electrical power, and associated communications issues. Chairman Andrews will invite comments and additional suggestions from EPC members regarding 2011 priorities.

**Recommended Action: Review, amend if required, and adopt 2011 priorities to include confirming next steps for addressing snow storm issues.**

**6. NEW BUSINESS**

**(4:30)**

*Chairman Andrews*

Chairman Andrews will invite members to share information in their areas responsibility that may be of interest to others and/or recommend topics for the next meeting.

**Recommended Action: Discuss recommended items identified by EPC members.**

**7. ADJOURNMENT**

**(4:30)**

*Chairman Andrews*