**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS**

**National Capital Region Emergency Preparedness Council**

**Wednesday, February 12, 2014**

**2:00 p.m. – Arrival/Networking**

**2:30 p.m. – Convene Meeting**

**4:30 p.m. – Adjourn Meeting**

**Training Center, Lobby Level**

**777 North Capitol Street NE**

**Washington, DC 20002**

**DRAFT AGENDA**

1. **WELCOME, ANNOUNCEMENTS, AND APPROVAL OF MINUTES (2:30-2:40)**

*Phil Andrews, Council Member*

*Montgomery County*

*Vice-Chairman (MD), EPC*

Announcements and Reports

* + Welcome Remarks and Review of Agenda by Phil Andrews
  + Vice-Chairman Andrews – Review 2014 Meeting Schedule and Work Focus and Request Approval
  + Abby Raphael, Chair Arlington County School Board – Update on NCR Regional Planners School Preparedness Seminar Presentation to Washington Area School Boards
  + Update on Charleston, West Virginia Chemical Spill – Stuart Freudberg, Senior Director, Environment, Public Safety, and Health MWCOG
  + Approve September 11, 2013 Minutes

**Recommended Action: Approve September 11, 2013 minutes.**

1. **UASI GRANT UPDATE (2:40-2:50)**

*Charles Madden, Acting Chief, Grants Management Division,*

*DC Homeland Security and Emergency Management Agency*

State Administrative Agent staff is responsible for UASI grant administration. Charles Madden will provide a status report on all open UASI grants and an update on the NCR Application process for the UASI 2014 grant. This will include an update on the status of FY11, FY12, and FY13 UASI grant funds.

**Recommended Action: Presentation, no action required.**

1. **NCR HOMELAND SECURITY STRATEGIC PLAN UPDATE (2:50-3:10)**

*Sue Snider, Liaison to National Capital Region*

*Virginia Department of Emergency Management*

Sue Snider is leading a team effort to update the 2010 NCR Homeland Security Strategic Plan and will provide you a briefing on the updated 2013 NCR Homeland Security Strategic Plan that is being provided to the EPC for approval. The updated Strategic Plan includes updated Goals and Objectives as a result of the Management Review process last year and an intensive comment seeking process this summer. The initiatives that were previously listed under each Objective are now incorporated into individual work plans developed by RESFs and RPWGs this fall. A more comprehensive rewrite of the Plan will follow in 2015.

**Recommended Action:** **Receive briefing and approve update of the NCR Homeland Security Strategic Plan.**

1. **PRESENTATION ON PROPOSED OFFICE OF NATIONAL CAPITAL COORDINATION OPERATIONS PLAN (3:10 – 3:30)**

*Kim Kadesh, Acting Director*

*Office of National Capital Region Coordination (FEMA)*

The Office of National Capital Region Coordination (ONCRC) was created under Sec. 882 of the Homeland Security Act of 2002 in response to events of September 11, 2001 to provide coordination, planning, information sharing, technical assistance, training and exercises, and response for the National Capital Region. COG strongly advocated creation of the office. Since 2002, the offices’ mission has evolved and it is now housed within FEMA. As part of the FY 2014 federal appropriation, the FEMA Administrator must report to Congress on plans for enhancement of ONCRC based on stakeholder engagement. Mr. Kadesh, Acting Director of ONCRC, will summarize his analysis and reorganization operations plan concept. The EPC is asked to provide feedback and comment, and consider recommending endorsement of the plan by the COG Board of Directors.

**Recommended Action:** Receive briefing; discuss proposed ONCRC reorganization plan; discuss endorsement by COG Board of Directors at its March, 2014 meeting.

1. **INCREASED PERSONAL PREPAREDNESS THROUGH WORKPLACE BASED INITIATIVES (3:30-3:40)**

*Chris Geldart, Director*

*DC Homeland Security and Emergency Management*

Chris Geldart will provide an update on the 2013/2014 Work Focus item - “Increased Personal Preparedness through Workplace Based Initiatives” and next steps needed to achieve initiative.

**Recommended Action: Receive update, no action required.**

1. **UPDATE ON ESTABLISHMENT OF UASI PROJECT MANAGEMENT OFFICE (3:40-3:55)**

*Barbara Donnellan, Chair*

*CAO Homeland Security Executive Committee*

*Stuart Freudberg, Senior Director*

*Environment, Public Safety, and Health*

*Metropolitan Washington Council of Governments*

Barbara Donnellan and Stuart Freudberg will provide an update on the status of the establishment of the UASI Project Management Office (PMO) at COG.

**Recommended Action:** **Receive update on establishment of the UASI Project Management Office at COG.**

1. **SENIOR LEADER SEMINAR 2013 (3:55-4:10)**

*Steve Bieber, Chief*,

*COG Urban Watershed Programs and Homeland Security*

Steve Bieber will provide a report on the After Action Report and the Improvement Plan from the EPC’s 2013 Senior Leaders Seminar held at the DC Convention Center on November 1, 2013.

**Recommended Action:** Receive lessons learned from Senior Leader Seminar.

**Recommended Action: Receive updates on the completion status of recommendations in IMR Report.**

1. **UPDATE ON INCIDENT MANAGEMENT AND RESPONSE REPORT IMPLEMENTATION**

*Phil Andrews, Councilmember*

*Montgomery County*

*Vice –Chair (MD), EPC*

*Chris Geldart, Director*

*DC Homeland Security and Emergency Management Agency*

*Merni Fitzgerald, Director of Public Affairs*

*Fairfax County*

*Chair, R-ESF 15 & Member IMR Oversight Committee*

*Tom Jacobs, Director*

*Center for Advance Transportation Technology, UMD*

*Member IMR Oversight Committee*

*Andrew Meese, Director*

*Systems Management Planning*

*Department of Transportation*

The Incident Management and Response (IMR) Steering Committee under the leadership of Chairman Andrews presented its report to the COG Board of Directors on November 9, 2011. It included several recommendations to improve incident management and response in the NCR. Vice-Chair Andrews will briefly highlight those recommendations and request updates from Director Geldart on the RIC Prgoram (changed to Incident Coordination and Communications Center –ICC3); Merni Fitzgerald on the Virtual Joint Information Center (V-JIC); Tom Jacobs on the Metropolitan Area Infrastructure System respectively (RITIS): and Andrew Meese on the traffic signal back-up power initiative. Other recommendations may be discussed by the Vice-Chair Andrews or others.

**Recommended Action: Receive updates on the completion status of recommendations in IMR Report.**

1. **NEW BUSINESS (4:30)**

*Vice-Chairman (MD) Andrews*

Vice-Chairman Andrews will invite members to share information in their areas of 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.**

1. **ADJOURNMENT (4:30)**

*Vice-Chairman Andrews*

Next EPC Meeting: May 14, 2014 from 2:00 p.m. to 4:30 p.m.