**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS**

**National Capital Region Emergency Preparedness Council**

**Wednesday, May 14, 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**

**WebEx:** <https://mwcog.webex.com/mwcog/j.php?MTID=mf9d913d031541786af926f7a58fa0fb4>

WebEx Meeting Password: NCR-EPC

and/or

Toll Free Number: 1-855-244-8681 Passcode: 646 799 962

**AGENDA**

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

*Paul Quander, Deputy Mayor for Public Safety and Justice*

*District of Columbia*

*Chairman, EPC*

Announcements and Reports

* + Welcome Remarks and Review of Agenda by Chairman Quander
  + Abby Raphael, Chair Arlington County School Board – Report on NCR Regional Planners School Preparedness Seminars
  + Approve February 12, 2014 Minutes

**Recommended Action: Approve February 12, 2014 minutes.**

1. **Project management office (PMO) update (2:40-2:50)**

*Stuart Freudberg, MWCOG Senior Director*

*Environment, Public Safety and Health*

*M*ary Anne McKown, MWCOG Managing Director

*NCR p*rogram Management Office

Stuart Freudberg will welcome Mary Anne McKown, MWCOG Managing Director of the NCR Program Management Office. Ms. McKown will be joining the EPC meeting by telephone. She will provide a brief update on her activities since assuming the position on April 14, 2014 and highlight some of her near term goals.

**Recommended Action: Welcome Mary Anne McKown, no action required.**

1. **UASI GRANT UPDATE (2:50-3:05)**

*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 – FY11, FY12, and FY13. He will also provide an update on the 2014 NCR Application process to include a summary of the projects selected by the SPG and CAOs for funding in FY14.

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

1. **NCR ALERT SYSTEMS TRANSITION TO EVERBRIDGE (3:05-3:25)**

*Sulayman Brown, Project Manager & EOC Manager*

*Fairfax County Office of Emergency Management*

Sulayman Brown will brief the EPC on the NCR alert system software transition from RSAN to Everbridge and the additional capabilities of the new system. It is anticipated that Everbridge will be established and functioning in all NCR jurisdictions by June 30, 2014.

**Recommended Action:** **Receive briefing and ask any clarifying questions.**

1. **UPDATE ON PROPOSED OFFICE OF NATIONAL CAPITAL COORDINATION OPERATIONS PLAN (3:25 – 3:35)**

*Kim Kadesch, 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. Kadesch, Acting Director of ONCRC, will update the EPC on the status of the reorganization operations plan concept briefed to the EPC at the last meeting.

**Recommended Action: Receive update on proposed ONCRC reorganization plan.**

1. **INCREASED PERSONAL PREPAREDNESS THROUGH WORKPLACE BASED INITIATIVES (3:35-3:45)**

*Brian Baker, Chief of Staff*

*DC Homeland Security and Emergency Management*

Brian Baker 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. **PRESENTATION ON NCR CYBER SECURITY FRAMEWORK (3:45-3:55)**

*Steve Bieber, Chief, Urban Watershed Programs and Homeland Security*

*Metropolitan Washington Council of Governments (COG)*

Mr. Bieber will summarize ongoing work to develop an NCR Cyber Security Framework.  This regional UASI project is directly related to *Executive Order (EO) 13636: Improving Critical Infrastructure Cybersecurity* and *Presidential Policy Directive (PPD)–21: Critical Infrastructure Security and Resilience*, and development of the National Institute of Standards and Technology (NIST) Cyber Security Framework.  Tasks under the NCR Cyber Security Framework project include a program review of the NCR’s Interoperable Communications Infrastructure (ICI) and the NCRnet; optional assessments of individual jurisdiction cyber security management programs; development of a regional Cyber Protection and Coordination Plan (i.e., “Cyber Annex”) to supplement the Regional Emergency Coordination Plan; and development of an implementation guide with best practices and recommendations for regional Chief Information Officers (CIOs) and Chief Information Security Officers (CISOs). The NCR Cyber Security Framework project is scheduled for completion on May 31, 2014.  It will be followed by a regional cyber security exercise later in the year.

**Recommended Action:**  **Receive briefing; discuss EPC future priorities for helping NCR jurisdictions, partner organizations, and critical infrastructure sectors reduce and manage their cyber risk.**

1. **SENIOR LEADERS SEMINAR 2014 (3:55-4:05)**

*John Broaddus, Chair*

*Exercise and Training Operations Panel RPWG*

John Broaddus will provide an update the planning for 2014 Senior Leaders Seminar that is being scheduled for the fall of 2014.

**Recommended Action:** Receive an update on the planning for the 2014 Senior Leaders Seminar.

1. **JOINT FORCE HEADQUARTERS NATIONAL CAPITAL REGION (4:05-4:20)**

*Major General Jeffrey Buchanan, Commander*

*Joint Force Headquarters National Capital Region and*

*The U.S. Army Military District of Washington*

Major General Buchanan will brief the EPC on Joint Force Headquarters National Capital Region activities. The National Capital Region is the only location where a Joint Force Headquarters has been established and Major General Buchanan will inform the EPC on what that means to the region.

**Recommended Action: Receive briefing from Major General Buchanan.**

1. **NEW BUSINESS (4:20)**

*Chairman Quander*

Chairman Quander 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)**

*Chairman Quander*

Next EPC Meeting: September 10, 2014 from 2:00 p.m. to 4:30 p.m.