**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS**

**National Capital Region Emergency Preparedness Council**

**Date: Wednesday, September 12, 2012**

**Time: 2:00pm – Arrival/Networking**

**2:30pm – Convene Meeting**

**4:30pm – Adjourn Meeting**

**Location:  Training Center, Lobby Level**

**777 North Capitol Street, NE**

**Washington, DC  20002**

**Meeting Minutes**

**1.  Welcome, Announcements, Introductions and Approval of Minutes**

1.1  John Foust, Chairman of the Emergency Preparedness Council (EPC) welcomed members and thanked them for their continuing support. He gave everyone an opportunity to make self-introductions before moving on to other business.

1.2  Phil Andrews, Chairman of the Incident Management and Response (IMR) Oversight Committee, provided an update on the status of recommendations found in the IMR Report and noted that the next meeting of the Committee will be held on September 20, 2012. He reported that some of the recommendations have been implemented and others are underway. He anticipates providing a report to the COG Board in January 2013, approximately one year after the IMR report was completed and two years after the January 2011 snow/ice storm.

1.3  Chris Geldart, Director of DC HSEMA provided an update on the Regional Incident Coordinator (RIC) Program. He noted that the RIC office was set up in April 2012 and that the Work Plan was in place. Mr. Geldart has enlisted the assistance of the Emergency Managers Committee to insure that the RIC is meeting the needs of the NCR as outlined in the IMR Report and approved by the EPC. Defining regional situational awareness and how to get the regional message out to the public have been identified as priorities. Mr. Geldart will continue to keep the EPC informed on the status of the RIC Program and any proposed changes.

1.4  Chair Foust asked for a motion to approve the minutes. A motion was made and seconded and the minutes were approved.

**ADMINISTRATIVE REPORTS**

**2.   UASI Grant Update**

2.1 Tim Fitzsimmons provided a status report on all open UASI Grants, reviewed the timeline for the FY 2012 grant and projected timeline the FY 2013 UASI grant. Mr. Fitzsimmons provided a handout with the information.

2.2  The UASI FY 2012 period of performance is from September 1, 2012 to August 31, 2014. All of the sub grants for FY 2012 were issued by August 31, 2012. The period of performance was changed from three years to two years beginning this year. Every FY2012 sub grant issued by the DC Grants Management Division has a 21-month period of performance.

2.3  The UASI FY2009 period of performance was between August 1, 2009 and July 31, 2012. The $58M is 96% expended. The DC Grants Management Division has another month and a half to fully expend this grant. Tim Fitzsimmons reported that the grant will be fully expended by the end date.

2.4  The UASI FY2010 grant is valid through July 31, 2013. Currently the grant is 50% expended. The DC Grants Management Division has 10 more months to work with grantees and expend the grant.

2.5  Only 15% of the UASI FY 2011 grant has been expended to date. Grantees and the DC Grants Management Division have less than two years to fully expend this grant.

2.6  Regarding the FY 2013 USAI grant, Congress is poised to pass a Continuing Resolution into January/February/March 2013. UASI grant funding will not be available until after that date. The major outstanding question on FY 2013 UASI is whether the President’s National Preparedness Grant Program will be approved by Congress. That program eliminates UASI grants. The House and Senate are not recommending that it be funded. Until the final decision is made, FEMA is moving ahead and continuing to promote the 2013 National Preparedness Grant Program. The decision will not be reached until after the Continuing Resolution and the appropriations bill has been enacted.

**3.   Review of UASI Management Review Activities**

3.1  Barbara Donnellan, Chair of the CAO HSEC, summarized the joint UASI management review sessions and related activities underway by the CAOs and the SPG. COG staff responded to questions and comments. The CAOs and the SPG are working together to review all the UASI grants associated with the four goals in the NCR Homeland Security Strategic Plan. The questions being asked include the following:

a. What is the outcome of the state of this investment and how can it be measured?

b. How will they know if it is regionally currently a funded project?

c. What will it look like at the end state?

d. Is it achieving their desired goal?

3.2  Dave Robertson noted that these and other questions are being asked and answered during the management reviews. This will be an opportunity to de-conflict some of the issues to get the disciplines to pull together in the same direction.

3.3  It was noted that $3M dollars had been reprogrammed in July and August to support projects that needed additional funding. The CAOs and SPG have set aside $2.2M for possible inauguration funding support if needed. They will revisit this issue in a few months. EPC members were provided a list projects supported by reprogrammed funds.

3.4  The CAOs and the SPG do not know the direction that the UASI grant is going in but they want to be prepared in case UASI funding is reduced or goes away. The CAOs have identified **12 projects** (list provided to members) that could possibly be transitioned to localities or others. If UASI funds are not available for these projects, the CAOs may not want to lose these capabilities that have been built up over several years.

3.5  Dave Robertson reported that the RICCS program has been found to be a valuable communications tool at a relatively low cost. He is asking that the COG Board increase the COG budget to cover the cost of RICCS so that they would not have to look to UASI for continued funding. He noted that COG staff is working with the appropriate committees and subject matter experts to develop alternative funding options for transition projects. Finally, these options will go to Barbara Donnellan and the CAO HSEC for consideration – no decisions have been made.

3.6  The NCR Homeland Security Strategic Plan has been used as a guiding document for the management review process. The reviews are identifying some recommended adjustments to the Strategic Plan to insure that they are measuring the right things. The EPC is the custodian of the Strategic Plan and has recommended an update of the document.

**SPECIAL BRIEFING**

**4.  Presidential Inauguration 2013**

4.1  Chris Geldart briefed the EPC and provided a handout on the District of Columbia and regional roles and responsibilities concerning the 2013 Presidential Inauguration. He noted that it is anticipated that the COG Board will approve the letter (copy provided to EPC) to the region’s Congressional Delegation and House and Senate leadership seeking supplemental federal funding support for the regional inauguration activities.

4.2  The District of Columbia plays host every four years to the inauguration of the country’s President and the related activities such as the inauguration parade, balls and galas, and other festive events. This year the swearing in will occur on January 21, 2012. Through the Presidential Inauguration Committee (PIC), the DC government provides logistical coordination with its federal, regional, and private sector partners to ensure seamless oversight and integrated management.

4.3  The handout provided highlights the Presidential Inaugural Planning Entities and the Statutory Authority. The USSS Executive Steering Committee meets monthly and meets more frequently after the election. Membership is based on the lead agencies for each of the sub-committees such as the Federal, District, and Regional Emergency Management Staff.

4.4  The DC PIC Executive Steering Committee membership consists of Chair, Director of Homeland Security and Emergency Management Agency; Co-Chair, Deputy Mayor for Public Safety and Justice; Ex-Officio Members; and members from various government agencies and Police Departments. The handout also provided anticipated events requiring District support.

**COMMITTEE/PROGRAM REPORTS**

**5.  June 29, 2012 Derecho Storm Response**

5.1  Chairman Foust summarized two related activities approved by the COG Board at its July 11th meeting regarding the June 29th Derecho storm that left the region without electric power and 911 service in Northern Virginia for several days. The regional analysis of local and state Derecho after action reports led by the EPC is being compiled by area emergency management agencies. The Verizon 911 investigation is being led by the Steering Committee and the local government 911 directors. Chairman Foust introduced three panels addressing specific issues and studies.

5.2  COG plays a major role in public safety and emergency preparedness. COG has coordinated actions following airlines and rail crashes, 2001 terrorist attacks, hurricanes, earthquakes and major storms. The Emergency Preparedness Council has worked with jurisdictions in the NCR who conduct after action reports after significant major events and coordinate regional follow through.

5.3  At the July 11, 2012 COG Board Meeting, the COG Board took action by approving two Resolutions. The first Resolution directed an after action report on the Derecho storm, and the second Resolution was to encourage steps to address the Verizon 911 service gaps during and following the Derecho storm on June 29th.

5.4  The Emergency Managers Committee is taking the lead on the after action report. The Chairman of the Emergency Managers Committee will report on some of the best practices that has been identified by jurisdictions in the after action report. The NCR 911 Directors will take the lead on addressing the Verizon 911 gaps following the Derecho storm. They have met with Verizon in working meetings and Verizon met with each impacted 911 center individually to discuss specifics. On August 13th they published a report on 911 services.

5.5  Maureen Davis, Vice President of Corporation Technology for Verizon, reported on the internal investigation. The Federal Communications Commission, the Commonwealth of Virginia and the State of Maryland have initiated investigation in to the 911 service gaps during and following the storm and they updated the committee. They expect to provide a more detailed update at the next EPC meeting. The after action reports is to be complete in the fall and presented to the EPC in November 2012 and to the COG Board in early January.

5.6  Jack Brown reported on the after action report and provided a handout on the June 29, 2012 Derecho storm. Mr. Brown stated that the region has a Regional Emergency Coordination Plan (RECP) to coordinate activities in the National Capital Region. Regional coordination conference calls were conducted. The Chair of the CAO Homeland Security Executive Committee held a conference call with all of the regional CAOs to discuss the situation to see if anyone needed any assistance or if there were any unmet needs. They did have challenges with communications as far as people being able to participate in the conference call because of the 9-1-1 situation and that is being investigated.

5.7  The Steering Committee and the 9-1-1 Directors and the Emergency Managers Committee are reaching out to the both states and District of Columbia to get their after action reports, and in November they will report back with more detail reports on what their best practices are. The District of Columbia has established an underground Power Line Task Force, and their final report is expected in January 2013. Several of the jurisdictions do not have their reports done and they need approval first. In Maryland, their electricity reliability was called into question at the Baltimore hearings with Pepco, Montgomery County, Frederick, and Prince George’s County. In Virginia, preparedness education has been successful. They meet with the community to ensure they are prepared by using Town Hall meetings, Commissions, and Surveys. In Arlington, they have an Emergency Preparedness Advisory Committee.

5.8  The Governor in the Commonwealth of Virginia has appointed a sub panel to examine the Verizon issues that are being staffed with elected and appointed officials and subject matter experts. They had their first meeting last week. They have had challenges with 9-1-1. 2.3 million people were without reliable 911 services for up to 4 days in Virginia and parts of DC and Maryland. One of their best practices is that when people do not have 911 services, they make sure that they have a non-emergency line. The non-emergency lines were staffed with their Fire Department personnel. The other form of communications that worked was WebEOC.

5.9  Central phone facilities lost power in Fairfax and Arlington, and the generators did not function properly. Tandem generators failed, and they had to make systems adjustments after power was restored. Lessons learned:

1. Robust generator maintenance is essential.
2. Network system redesigns are needed to improve redundancy.

**6.  New Business**

6.1  Chairman Foust invited members to share information in their areas of responsibility that may be of interest to others and/or recommended topics for the next meeting. There were none.

**7.  Adjournment**

7.1  Chairman Foust requested and received a motion and second to adjourn. The motion was approved.

[**I:\RecordedMeetings\EPC meetings\Sept-12-2012.MP3**](https://outlook.mwcog.org/owa/redir.aspx?C=c94d48cbbbff4e999b518ff171c82c54&URL=%5c%5ccogfs002%5chspps%24%5cRecordedMeetings%5cEPC+meetings%5c5-9-12.MP3)

**NEXT MEETING ON NOVEMBER 14, 2012**

**NATIONAL CAPITAL REGION EMERGENCY PREPAREDNESS COUNCIL**

**MEMBERSHIP ROSTER – 2012 9 12 12**

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| --- | --- | --- | --- | --- |
| **NAME** | **JURISDICTION/AGENCY** | **Y/N** | **ALTERNATE** | **Y/N** |
| ***Elected Officials*** |  |  |  |  |
| Phil Mendelson | District of Columbia | Y |  |  |
| Paul Quander | District of Columbia | N |  |  |
| Phil Andrews | Montgomery County | Y |  |  |
| Judith Davis | City of Greenbelt | Y |  |  |
| Mel Franklin | Prince George’s County | Y |  |  |
| Bruce Williams | City of Takoma Park | Y |  |  |
| John Foust, Chair | Fairfax County | X |  |  |
| Mary Hynes | Arlington County | Y |  |  |
| Frank Principi | Prince William County | Y |  |  |
| *Committee Representatives* |  |  |  |  |
| David Snyder | Transportation Planning Board | N |  |  |
| Barbara Donnellan | CAOs Committee | Y |  |  |
| Stephen MacIsaac | Attorney’s Committee | Y |  |  |
| Earl Lewis  Mark Miller (Co-chairs) | R-ESF 1: Transportation | Y |  |  |
| Gail Bohan | R-ESF 2: Communications | Y |  |  |
| Chuck Murray | R-ESF 3: Public Works/Eng. | N | Jonathan Reeves | N |
| Richard Bowers | R-ESF 4, 9 & 10: Firefighting, MMRS | Y | Jim Schwartz | N |
| Jack Brown | R-ESF 5: Emer. Management | Y |  |  |
| Linda Mathes | R-ESF 6: Mass Care |  | Russell Gardner | N |
| Cathy Muse | R-ESF 7: Logistics Mgmt. & Resources Support | Y |  |  |
| Alice Ansher | R-ESF 8: Public Health | Y | Vacant | N |
| Linda Mathes | R-ESF 11: Food & Agriculture | N | Russell Gardner | N |
| Taresa Lawrence | R-ESF 12: Energy |  |  |  |
| Mark Magaw | R-ESF 13: Law Enforcement | Y | David Rohrer | N |
| Vacant | R-ESF 14: Long Term Recovery |  |  |  |
| Merni Fitzgerald | R-ESF 15: External Affairs | Y |  |  |
| Mary Foley | R-ESF 16: Volunteer & Donation Management | N | Calvin Hawkins (PG)  Patricia Evans (DC) | N |
| ***Regional Program Working Group*** |  |  |  |  |
| Kelly Wilson | RPWG-CIP | Y | Gregory Cullison  Mike Landefeld | N  N |
| Jamie Quarrelles | RPWG-ETOP | Y |  |  |
| Jeff Walker | RPWG-Health |  | Zachary Corrigan  Craig DeAtley | N  N |
| Chuck Bean | RPWG-Human Services | Y |  |  |
| John Green and Ray Lehr (co-chairs) | RPWG-Interoperability | Y |  |  |
| *State/Senior Policy Group* |  |  |  |  |
| Yi-Ru Chen  Chris Geldart | District of Columbia  District of Columbia | Y | Czarina Biton | Y |
| Andrew Lauland  Kenneth Mallet | State of Maryland | Y  Y | David McDonough | Y |
| Terrie L Suit  Michael Cline | Commonwealth of Virginia | Y | Sue Snider | Y |
| Steward Beckham | The Office of NCRC | N | Ken Wall | N |
| *Departments of Transportation* |  |  |  |  |
| Terry Bellamy | DDOT | N | Natalie Jones-Best | N |
| Mike Zezeski | MDOT | N |  |  |
| Mary Lynn Tischer | VDOT | N |  |  |
| ***Federal Government*** |  |  |  |  |
| Robert Young | US Capitol Police | N |  |  |
| CAPT. Kevin Kiefer | U.S. Coast Guard | Y |  |  |
| Dean Hunter | OPM | Y | Dwayne Butler | N |
| Kathy Montgomery | GSA | Y | Janice Arnold | N |
| Mary Ann Tierney | FEMA Region III | Y | Robert Welch | N |
| MG Michael S. Linnington | Joint Force Command/NCR | Y | Egon Hawrylak  Arnaldo Claudio | Y |
| ***Other Stakeholders*** |  |  |  |  |

