**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENT**

**National Capital Region Emergency Preparedness Council**

**Wednesday, November 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**

1. **WELCOME, ANNOUNCEMENTS, AND APPROVAL OF MINUTES**

**Paul Quander, Deputy Mayor**

**Chairman, EPC**

**Announcements and Brief Updates**

* Welcome Remarks and Review of Agenda – Chairman Quander
  + Thank you everyone for joining us today. We have a lot on our agenda today so let’s gather together and tackle these topics aggressively
* Approve September 10, 2014 Minutes – Chairman Quander
  + Do we have any objections to the minutes? Minutes accepted thank you.
* NCR School Preparedness Seminar Execute Summary – Abby Raphael, Arlington County School Board
  + Our seminars this year were designed to address the local needs of local emergency agencies and provided outreach material to the attendees. Based on the feedback a lot of emotional duress was established through the various incidents. There are many areas of concerns that need to implement a more diverse training of our staff. Being able to share resources greatly impacted the attendees and showed congruency amongst our region. Behavioral Health is becoming a key phrase in a lot of the instances in our region. More training to make our enforcement more susceptible to the proper conclusion could greatly impact the course of action to detain them. Our evacuation standards across the board have tremendous work to be had. We are planning to institute a more sharp transition of sorts to gain access to securing victims instantaneously. Grant funding was addressed and more workshops on how to obtain them was a true topic of discussion. We’ve come up with a challenging list of recommendations and will try to implement the majority of them in the upcoming year. Overall we need an enhanced partnership to truly be proficient in this vast region.
* Update on Cyber Security Framework and the Cyber Security Annex to Regional Emergency Coordination Plan – Steve Bieber, COG
  + Our plan has been addressed by our committees and has fostered a sense of comfort in our ability to move forward in our plans for the New Year. Our seminars have shown this topic to be well respected and needs further explanation as well. The surrounding feedback has shown the lack of knowledge in the region and will need robust training to fully adjust to the severity of many of the actions that are showing themselves currently. It’s becoming a catch phrase to many in our community. Through different exercises and seminars we hope to address all the needs and concerns that were expressed to us recently.
* Update on Increased Personal Preparedness Through Workplace Based Initiatives – Brian Baker, DC HSEMA
  + Over the past couple of months we have been instituting various planning situations to ensure the polished practices that we’ve developed. In being well-qualified through series of testing we have acquired information to forward this way of thinking. We are skillful and have implemented those statuses to being able to proudly say our people know their stuff. In continuing these jurisdictional roundtables we are showing the vast need for more awareness. Our level of comfort needs to be on high alert. With the emotional outlook deteriorating around us and being acknowledged. We need to be adept to our surroundings and notice the inconsistencies up front.
* Update on Planning for the 2014 EPC Senior Leader Seminar – Jamie Quarrelles, DC HSEMA
  + Our committee is preparing a series of conference calls to address our outlook. We ensure to have the seminar before the end of our funding cycle. Generally we would be addressing the outcomes right now. We have to push our dates back in honor of the realignment of staff in many of jurisdictions due to the election. In being sensitive to that topic we want to be efficient with our capability to access all our regions needs with competency. Many of our members will be updated on the processes and ready to move forward and up to speed.
* Update on FEMA, Office of National Capital Region Coordination – Kim Kadesch Director ONCRC
  + We are continuing to transition our organizations structure in the ONCRC. In our exercise objectives we are striving to meet the needs of survivors and families of victims. Our scope has widened into two modules we are greatly focusing on and have training on November 13 to discuss them further. America’s PreparetAthon will be on April 28, 2015 and be labeled a National Day of Action. A cross cutting committee needs to be formed to engage the whole community and coordinate action. Summer Storms have long been a hot topic and needs to be tackled. A common community of interest also needs to be fostered to to share ideas, register/record activities. In our Aviation Incident Response Tabletop Exercise necessary coordination among local, state, and federal needs to be addressed.

1. **UASI GRANT UPDATE**

**Charles Madden, Chief Grants Management Division**

**DC Homeland Security and Emergency Management Agency**

* The awards for FY2014 will be forthcoming in the next couple of months. We are wrapping up FY2013 to ensure all the proper issues have been addressed and no lingering responsibilities.
* Our outlook on 2015 has been upon us and we have developed some new strategies. Our FY2014 UASI award amount is $53,000,000 which is the period of September 1, 2014 – August 31, 2016.
* FY2013 UASI amount is $51,839,027 in which currently approximately 28% of the award is expended, with 15% fully reimbursed to sub-grantees. This grant expires 8/31/2015.
* The Q3 sub-grant status reports wed due on October 10, 2014. We’ve reviewed and flagged projects and are facing significant delays or challenges. We are currently working with the PMO to develop process for FY2015 to truly pull together the instances in which we erred in the past.

1. **PROJECT MANAGEMENT OFFICE (PMO) UPDATE**

**Mary Anne McKown, MWCOG Managing Director**

**NCR Program Management Office**

* In my general overview I will address my responsibilities and activities, performance assessment of FY14, our submission process, and planning.
* In analyzing our current capabilities and gaps within the NCR we came up with certain improvements that could aid the process to run smoothly. As we are advising our NCR leaders and executives on their strategic direction to address the region’s priorities moving forward. Throughout this process my staff should be in place by the end of January 2015
* One of the major concerns has been our history of significant reprogramming and/or inability to measure impacts of NCR UASI projects. The effectiveness of our processes has somehow diminished. In developing new strategies we’ve developed sponsoring committees with data to be able to provide more oversight. An improvement of our definitions of goals, end states, and metrics will help with the validity of our department moving forward.
* In working with the SAA’s office to finalize form, process and timeline. We are vigorously looking at ways to ensure transparency without over burdening committees or staff members. We are trying to streamline various steps with our SME’s to ensure everyone is receiving the same message substantively.
* Many of the observations derived from our kickoff meetings led to many lessons learned. They indicated a greater desire for leadership guidance in many of the phases from the onset of the proposal. Specific areas of funding priorities or focus areas were addressed and collated into a more focused list of priorities to be summarized in a generalization of protocols. Thus in the future more discussion needs to be had on our sustainment transition priorities. Our way ahead will definitely focus on a way to look to align proposed projects with identified gaps

1. **EBOLA COORDINATION UPDATE**

**Stuart Freudberg, Deputy Executive Director**

**Sharon Pandak, General Counsel**

**Jeanne Saddler, Director Office of Public Affairs**

**Metropolitan Washington Council of Governments**

* We’ve put together a comprehensive handout outlining our objectives for the task at hand. In working with the Region Forward Committee we have ascertained a broader scope of our perspectives. With a stronger involvement in many of the processes we can achieve a greater impact in our region. I also want to thank the various committees for coming together to help me derive a plan going into 2015.

**Dr. Joxel Garcia, Health Officer (Invited)**

**District of Columbia**

* Our meetings have been full of genuine concern for our region. We have the best facilities in the nations to handle any outbreak. This showed us we are not all on the same page. In meeting specifically about this topic we’ve learned through energetic conversation that we’re really are after the same outcome. Congruency on the first level of defense would keep the scare to a minimum. Curbing our general intake input can save a lot of time and money.

**Dr. Marissa Levine, State Health Commissioner (Invited)**

**Commonwealth of Virginia**

* Within this region we have seen an outburst of the flu which has many of our residents truly concerned. We are addressing this issue with proper assessments of patients’ symptoms on the onset of their visit. The health officers of the area have vast opinions on what the protocols should be and are meeting on a consistent basis to improve on our systems. We are persistently moving forward to be ahead of whatever should come our way next.

**Dr. Joshua Sharfstein, Secretary DHMH (Invited)**

**State of Maryland**

* The virus has truly opened our eyes to the severity of lack of cohesiveness in the region. We are planning to gut the system and have a standard set before all three regions involved so we’ll be ready to assist smoothly in case of emergency. Through meetings such as this the concerns are being raised and addressed. We feel that we should have a fluidity of this process established no later than the end of the first quarter of 2015

1. **NEW BUSINESS/OPEN DISCUSSION**

**Chairman Quander**

* There was a lot of information given to us during this meeting. Does anyone have anything else to add to this vast topic? Many of you know that the climate will change with the new administration. Please address any concerns you would have going into the New Year of 2015 with the representatives of COG. I’ve enjoyed the partnership that has been developed with all of us to better this region.

1. **ADJOURNMENT**

**Chairman Quander**

* Thank you for allowing me to serve you this year. I looked forward to meeting with you all this year. I’ve learned so much over this past year leading this robust group of individuals. I’m sure our paths will cross in the future as we move forward in the progressive region of Washington, DC.

**Next EPC Meeting: February 11, 2015 from 2:00pm to 4:30pm**