

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

**Date: Wednesday, November 14, 2012
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**

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.

1.2 Chairman Foust asked if there were any objections to the September 12th minutes and there were none. He asked for and received a motion to approve the minutes; they were approved.

ADMINISTRATIVE REPORTS

2. UASI Grant Update

2.1 Charles Madden reported that the SAA received the FY12 UASI grant in August 2012 and issued all sub-grantee awards for all \$51M by the end of August. The sub-grantee period of performance is for a little over 18 months—from September 2012 through May 2014. The overall grant is limited to 24 months, and the initial sub-grantee awards are beginning a bit prior to allow time to make sure projects are finished on time. Extensions are unlikely to be granted.

2.2 They SAA recently closed out the 2009 three year UASI grant. The period of performance was from August 2009 through July 2012, and the grant award was for \$58M. The SAA has paid all final reimbursement requests and performed final draw-down from FEMA. The 2009 grant was closed out at 99.8% expended, and \$141,414.53 was returned to FEMA.

2.3 The 2010 UASI grant award was for \$59M and will expire on July 31, 2013. It is 57% expended, with 48% fully reimbursed to sub-grantees. The sub-grantee draw-down pattern is consistent with prior grant years.

2.4 Charles Madden reported that the 2011 UASI grant is currently 14% expended and that the SAA is processing reimbursements as they are received. The NCR is about one year into the three-year UASI grant.

2.5 Charles Madden noted that any 2013 UASI grant will need to be included in a new Congressional budget appropriation. The current continuing resolution runs through March 2013. The 2013 UASI grant application timeline will be dependent on the budget appropriation dates

and is likely to be for a 24-month period. If a 2013 budget is passed at the end of March 2013, the timeline below is projected:

- April 2013 – grant guidance issued
- June 2013 – grant applications due
- August 2013 – grant award amounts will be announced
- September 2013 – grant awards issued
- September-October 2013 – SAA issues sub-grantee award

3. Review of UASI Management Review Activities

3.1 Barbara Donnellan provided an update on the bi-monthly joint UASI Project Management Reviews being conducted by the CAO Homeland Security Executive Committee and the Senior Policy Group. She noted that they have been conducting Project Management Reviews with subject matter experts to insure that the Goals, Objectives, and Initiatives in the NCR Homeland Security Strategic Plan are being addressed by the various projects.

3.2 Barbara Donnellan reported that the last Project Management Review was postponed due to Hurricane Sandy. The next meeting will be rescheduled to the end November or early December.

3.3 Earlier in the year, when it appeared that NCR may be losing some of its UASI funding, CAOs asked if there were UASI projects that local governments find essential to the region that they would be willing to fund locally if UASI funds were not available. The CAOs had this conversation again last week and discussed which of the projects they would continue to fund if UASI funds were not available.

3.4 The feedback received from CAOs was that they really wanted to see UASI funding continued rather than local governments having to assume the cost of the projects. The CAOs indicated that if there are things that they found to be essential to the region and UASI funds are not available that they would continue to fund. Last week, the CAOs were asked to prioritize 15 items as high, medium, and low priority for possible local funding if UASI funds were not available. Dave Robertson noted that the results of the prioritization will be provided to the CAOs next week and that the results will be instructive to this process going forward if UASI funds are significantly reduced. He emphasized that nothing has been decided and that no one should fear a particular is project being pulled or switched. Staff and some of the committees were asked how transition funding could work for some of the projects and that information is also available. If the CAOs find that the UASI grant is significantly reduced, they may need to consider prioritization of projects to local funding when they make funding decisions.

3.5 The only transition item that keeps moving forward is the RICCS Program. Mr. Robertson has included this item in the COG budget for fiscal year 2014 so that COG can absorb the staffing and equipment costs for the RICCS program.

SPECIAL BRIEFING

4. IMR Oversight Committee Progress Report With Focus on How Systems Functioned During Hurricane Sandy

4.1 Chairman Andrews reported that the Incident Management and Response (IMR) Oversight Committee met on September 17, 2012 and approved the IMR Oversight Committee Progress Report. He led a discussion on how actions taken to address key recommendations in the Final Report improved the NCR response to Hurricane Sandy. Further, Chairman Andrews provided a copy of the Progress Report and noted that the Matrix on pages 3 and 4 list key recommendations and the status of each.

4.2 The Regional Incident Coordination (RIC) Program was initiated in April 2012 with a staff of two at DC HSEMA. MATOC significantly improved its communication and coordination with partners in the region. MATOC has initiated coordination with the RIC Program staff. RICCS was enhanced, and more Emergency Managers were trained to use it.

4.3 Thanks to Fairfax County, Virtual Joint Information System (VJIC, www.capitalregionupdates.gov) was launched and has been in place since December 2011. The VJIC is providing good, real-time information to the region to include the public. A major campaign was initiated by PIOs encouraging individuals to “get where you need to be before the weather gets bad.”

4.4 Last December, OPM added three new options to its emergency tool kit, including a staggered early departure with a final departure time, immediate departure, and shelter-in-place. The Board of Trade conducted its survey and found over a third of businesses saying they follow the federal guidelines on employee release.

4.5 Officials are working on backup power projects for traffic signals, water, wastewater, and healthcare facilities. Regional officials conducted surveys to assess the number of traffic signals with backup power and their installation costs. Early results show there has been a notable increase in the number of backup systems over the past half year.

4.6 Chris Geldart reported on how the RIC functioned during Hurricane Sandy. He noted that the RIC is up and functioning with a two-person staff and that it is operating in coordination with the DC HSEMA Joint Operations Center.

4.7 Chris Geldart noted that the initial RIC Work Plan has been completed and submitted to COG in accordance with the contract. He is now working with Jack Brown and several other emergency managers in the NCR to determine how the RIC can best serve the NCR in the long term. They will be adding some fire chiefs and police chiefs in the region to insure their input is considered as they move forward.

4.8 Merni Fitzgerald provided a presentation on public messaging. She noted that when the Fairfax County Chief Administrative Officer is on a conference call during an emergency she is listening in on the call. She monitors public information releases from other jurisdictions in the region and holds RESF 15 conference calls as necessary. Ms. Fitzgerald also noted that, as Chair of RESF 15, she is invited to participate on the Federal conference calls. The information that she receives from all different sources is important because it translates into public information for NCR residents.

4.9 Ms. Fitzgerald reported that the VJIC is being used to get the “Latest News” out to residents in the NCR. She provided a handout from October 29, 2012 that was posted on the “Latest News” site before Hurricane Sandy impacted the region. In addition, jurisdictions in the region have their own individual web portals that they link to the VJIC and use to get information out to residents.

5. BRIEFING ON HIGH SPEED PASSENGER SERVICE (ADDED)

5.1 The agenda was adjusted for a five-minute presentation on the Market Assessment of High Speed Passenger Ferry Service. Frank Principi, Chair of the COG Board of Directors, noted that the Northern Virginia Regional Commission is leading a regional study on the concept and vision for a High Speed Passenger Ferry Service. They are looking at the market potential for a high speed commuter ferry service on the Occoquan, Potomac, and the Anacostia Rivers. Consultant support for the study is being provided by Nelson Niggard Consulting Associates and will build on earlier feasibility analysis work in examining a potential market for a high-speed ferry service.

5.2 Frank Principi thanked the EPC for giving him the opportunity to report on the potential launch of a high speed passengers ferry service on the Occoquan, Potomac and Anacostia rivers. He sees the primary application of moving people off of the interstates and onto the river system. Mr. Principi also believes that there is an emergency management and evacuation application that needs to be explored by the EPC. Mr. Principi introduced Mr. Payne who noted that through a competitive bid process, his company and four others, as a team have come together to lead a market analysis with two dozen stakeholders to include, the Commonwealth of Virginia, D.C., Maryland, public sector, private sector, the military, etc. Nine of them are funding this project moving forward.

5.3 Mr. Payne noted that the project is really looking to put a high-speed commuter ferry on the Potomac River, using COG models and market research. They began the project by interviewing stakeholders in the NCR, discussing commuter needs, issues, and potential emergency management use. One benefit that a commuter ferry would provide is additional large-volume points of embarkation and debarkation for passengers or first responders.

5.4 It was reported that a Steering Committee has been formed and will meet regularly. The Steering Committee will try to select five different corridors to examine more in detail, asking whether the market will sustain a regular commuting ferry operating long-term on the Potomac River. The Steering Committee will provide periodic reports and is scheduled to complete their work on the project by June 2012.

5.5 Frank Principi also informed the EPC that the COG Board of Directors unanimously approved Chuck Bean as the new COG Executive Director.

6. Presidential Inauguration Update

6.1 Chris Geldart provided a briefing on the Presidential Inauguration that included the role of D.C. and other regional partners. He noted that D.C. has a Presidential Inaugural Committee that provides logistical support for the Presidential Inauguration in close coordination with federal and regional partners to include the private sector.

6.2 Mr. Geldart provided a handout that outlined how the planning entities for the Presidential Inauguration are organized. He noted that D.C.'s Presidential Inaugural Committee, the actual Presidential Inaugural Committee, and assets from Joint Force Headquarters are located in the same facility.

6.3 The U.S. Secret Service is the lead federal agency for Presidential Inauguration security. The Presidential Inauguration is designated a National Special Security Event and that requires

the set up of several subcommittees to address overarching security for the event. These subcommittees were listed in the handout. JFHQ-NCR augments their headquarters for the Presidential Inauguration with 176 individuals, and most of them are now on-site performing assigned tasks.

6.4 Another entity that gets involved in the planning for the Presidential Inauguration is the Joint Congressional Committee. They are primarily focused on the planning for events and activities that happen on the grounds of the Capitol

COMMITTEE/PROGRAM REPORTS

7. June 29, 2012 Derecho Storm Response

The COG Board of Directors adopted the R36-2012 Resolution to address the Verizon 9-1-1 Service Gaps during and following the Derecho Storm on June 29, 2012. The resolution focused on the cause of Verizon's 9-1-1 failure; existing redundancy and backup capabilities; vulnerability of newer technologies that require battery or back up power; opportunities for COG localities to improve regulatory oversight and remedies at the state and local levels; Verizon's communication and messaging to the public; and local emergency response officials concerning 9-1-1 service. Steve Souder, Director of 9-1-1 Center in Fairfax County, and Glenn Roach, COG 9-1-1 Consultant, provided a briefing on this item

7.1 Part A: Regional Derecho After-Action Report

COG Board of Directors adopted R35-2012 Resolution Regional After Action Report to examine and broadly identify opportunities for improvement in emergency preparedness, coordination, and response associated with the June 29, 2012 Derecho storm. The Emergency Manager's Committee under the leadership of Jack Brown, Chair of the Emergency Manager's Committee, led this effort.

7.1.1 Jack Brown presented the Regional Derecho Final After-Action Report based on input received from local and state emergency managers and other stakeholders. A copy of the After Action Report was provided to EPC members. Mr. Brown summarized the report focusing on regional outcomes and recommended actions to address major issues identified in the after-action report. The actions identified for improvement were:

- Situational Awareness – the NWS warning was not sufficient, and there were minimal updates from Verizon. Other tracking difficulties were road closures, dark intersections, trees down, school, and government facility status. The recommendations were to review and update notification systems and lines of communication with the National Weather Service and other prompting agencies by reconsidering thresholds and information triggers, to work with Verizon to ensure system updates are timely and informative, and to focus internally to ensure situational awareness-related information is helpful and accurate.
- Communications Infrastructure – the Verizon telephone network failed. The recommendations were to explore and potentially acquire non-Verizon, ten-digit numbers to provide the public an alternate means to report an emergency; explore and develop a plan that provides residents more methods and locations to report emergencies; and track Verizon's progress towards meeting the NCR's desired improvements.

- Emergency Operations Center Management – this capability requires continued efforts to plan, train, and exercise in an Emergency Operations Center environment to ensure seamless transition during real world EOC activations. Emergency Operations Center management and functionality revealed several areas for improvement regarding administration, planning, and training in an EOC environment. The recommendations were to provide regular WebEOC trainings and exercises, keep planning documents updated to align with EOC functions, and cross-train staff from other departments in EOC functionality.
- Power Restoration – involved an understanding that power restoration partially depends on power companies. States and localities must maintain internal backup systems while finding different ways to work in partnerships with these utilities. When significant related storm damage occurs, power restoration can create major hardship in communities. The recommendations were to develop or update lists of all county/municipal facilities with emergency generators, with the product, capacity, burn rate, last reading, date/time of last reading, on-site phone and/or email contact. Additional recommendations were to improve lines of communication between local tree-clearing crews and power crews to foster restoration coordination and, if not already a practice, to add potential cooling or warming centers to critical facility lists.
- Vulnerable Populations – relies on the ability of local officials to thoroughly discuss preparedness with the community including unforeseen situations connected to vulnerable populations. Facilities addressing vulnerable populations were not properly equipped for power outages. The recommendations were that officials should consider rewriting the definition of critical facilities in order to add certain vulnerable population facilities. Reliable energy backups need to be part of plans for those facilities where life sustaining equipment is critical to the survival of residents. Generators for HVAC systems should also be considered for those facilities with populations vulnerable to extreme heat or cold. Shelter plans must also consider vulnerable population needs.

7.2 **Part B: 9-1-1 Telecommunications Network Steering Group Preliminary Report**

The COG Board of Directors adopted the R36-2012 Resolution to address the Verizon 9-1-1 Service Gaps during and following the Derecho Storm on June 29, 2012. The resolution focused on the cause of Verizon's 9-1-1 failure; existing redundancy and backup capabilities; vulnerability of newer technologies that require battery or back up power; opportunities for COG localities to improve regulatory oversight and remedies at the state and local levels; Verizon's communication and messaging to the public; and local emergency response officials concerning 9-1-1 service. Steve Souder, Director of 9-1-1 Center in Fairfax County, and Glenn Roach, COG 9-1-1 Consultant, provided a briefing on this item

7.2.1 They reported that state and federal regulatory/oversight agencies launched investigations into the Verizon 9-1-1 service failures that impacted several communities in Northern Virginia following the Derecho storm on June 29, 2012. The Commonwealth of Virginia State Corporation Commission initiated an inquiry into the matter and has issued a Staff Report of Preliminary Findings.

7.2.2 COG formed a 9-1-1 Telecommunications Network Steering Group and other interested parties to address the five items in the resolution. On July 19, 2012, COG and other jurisdictions

concluded on the five recommendations accepted by Verizon. They are in various stages of completion:

- Adoption of the National Incident Management System (NIMS) Model (www.fema.gov/nationalincident-management-system)
- 9-1-1 interruption Notification
- Semi-annual 9-1-1 Outage Drill
- Monthly update of contact list
- Verizon Emergency Operations Center (EOC) Representative

7.2.3 The 9-1-1 Telecommunications Network Steering Group issued its “Preliminary Report of 9-1-1 Service Gaps During and Following the Derecho Storm on June 29, 2012” on November 14, 2012. The EPC was briefed on and provided a copy of the Preliminary Report.

7.2.4 The next steps will be for the 9-1-1 Telecommunications Network Steering Group to receive the final reports from the Federal Communications Commission (FCC), Virginia State Corporation Commission, and possibly others and to complete a “Final Report of 9-1-1 Service Gaps During and Following the Derecho Storm on June 29, 2012”. The FCC and the Virginia State Corporation Commission Report are scheduled to be published by December 31, 2012. Once these reports are received, the Final Report should be completed within 60 days.

8. New Business

8.1 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.

9. Adjournment

9.1 Chairman Foust requested a motion to adjourn the meeting, which was approved.

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NEXT MEETING ON FEBRUARY 13, 2013