**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS**

**National Capital Region Emergency Preparedness Council**

**Wednesday, May 8, 2013**

**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**

**(2:30-2:45)**

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

*District of Columbia*

*Chairman, EPC*

Announcements and Reports

* + Welcome Remarks and Review of Agenda by Paul Quander
  + Present Plaque to The Honorable John Foust, EPC Chair 2012
  + Recognition of Kelley Coyner for Her Support of the NCR
  + Ricin Letters Addressed to Members of Congress and the President and the Bombings in Boston – Chris Geldart
  + Report on Regional Incident Coordination (RIC) Program – Dave McKernan
  + Approve February 13, 2013 Minutes

**Recommended Action: Approve February 13, 2013 minutes.**

1. **UASI GRANT UPDATE**

**(2:45-2:55)**

*Tim Fitzsimmons, Chief, Grants Management Division*

*DC Homeland Security and Emergency Management Agency*

State Administrative Agent (SAA) staff is responsible for UASI grant administration. Tim Fitzsimmons will provide a status report on all open UASI grants and review the timeline for the UASI 2013 grant process.

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

1. **UASI 2013 PROCESS AND TIMETABLE FOR DECISION MAKING**

**(2:55-3:10)**

*Barbara Donnellan, County Manager, Arlington and*

*Chair, Chief Administrative Officers Homeland Security*

*Executive Committee*

*Chris Geldart, Director, District of Columbia*

*Homeland Security and Emergency Management Agency, Senior Policy Group*

Barbara Donnellan and Chris Geldart will brief the EPC on the UASI 2013 process and timetable for decision making. An Advisory Board has been established by the CAOs and SPG for the 2013 UASI grant cycle to conduct analysis, evaluation, assessments and recommendations to the CAOs and SPG for high priority projects to achieve the goals and objectives of the NCR Homeland Security Strategic Plan. The Advisory Board process is seen as a pilot effort leading to a formalized program implementation in the fall of 2013 supported by a Project Management Office that would report to the Advisory Board. The Advisory Board membership includes six CAO-SPG liaisons and seven RESF/RPWG subject Matter Experts (SMEs). The Advisory Board met on April 24, May 2, and May 7 to carry out its work. It is scheduled to meet again on May 16 to identify priority project to be funded using FY 2013 UASI funds.

**Recommended Action:** **Receive briefing on the UASI 2013 process and timetable for decision making.**

1. **NEW YORK CITY LESSONS LEARNED FROM THE SUPERSTORM SANDY**

**(3:10-3:40)**

*Joseph Bruno, Commissioner*

*New York City office of Emergency Management*

Joseph Bruno, Commissioner of the New York City Office of Emergency Management will provide a briefing on the impact of Hurricane Sandy on New York City and the lessons learned in preparing for and responding to such a major storm. He will highlight how New York City addressed human service needs to include housing, food, and medical support for such a large population. Mr. Bruno will also discuss the current state of recovery and the greatest challenges that he has experienced in their recovery.

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

1. **INCREASE PERSONAL PREPAREDNESS THROUGH WORKPLACE BASED INITIATIVES**

**(3:40-4:00)**

*Paul Quander, Chairman*

*Emergency Preparedness Council*

*Jack Brown, Chair*

*Emergency Manager’s Committee*

Jack Brown will brief the EPC on preparedness metrics being developed by the NCR regional planners. Mr. Brown will brief the EPC on Arlington County’s experience in measuring community preparedness that could be used by others throughout the NCR. Chairman Quander will lead a discussion on what Mr. Brown presented to determine if what has worked in Arlington County is an achievable outcome for increasing measureable personal preparedness through workplace initiatives in the region and, if so, what is the best way to engage all of our EPC members.

**Recommended Action: Identify next steps in engaging EPC members in increasing measureable personal preparedness through work place based initiatives.**

1. **NCR MULTIYEAR 2013-2014 TRAINING AND EXERCISE PLAN**

**(4:00-4:15)**

*Kevin Molloy, Branch Manager, Active Learning and Exercising*

*Maryland Emergency Management Agency*

Kevin Molloy will provide a briefing on the new NCR Multiyear 2013-2014 Training and Exercise plan (TEP) that defines the proposed and scheduled training and exercises for the NCR for the next two year. It is a companion document to the NCR Homeland Security Strategic Plan for which the EPC is responsible. The NCR TEP provides a roadmap for the Region to follow in accomplishing the 14 priorities in the Strategic Plan. Mr. Molloy and other subject matter experts from the Exercise and Training Operations Panel (ETOP) held TEP Workshops with each R-ESF and RPWG to identify their training and exercise needs and compiled data collected from those workshops into the NCR Multiyear 2013-2014 Training and Exercise plan (TEP). This is the third NCR TEP that the region has had in recent years and it is by far the most complete one to date.

**Recommended Action:** **Receive briefing on the new NCR multiyear 2013-2014 Training and Exercise Plan.**

1. **SENIOR LEADER SEMINAR 2013**

**(4:15-4:25)**

*Chairman Quander*

Chairman Quander will update the EPC on the planning for the 2013 Senior Leader Seminar being conducted to provide key leaders in the NCR with an opportunity to discuss high-level decision making, communications, coordination, and collaboration during a cyber event. The goals of the Seminar are to improve regional information sharing; identify regional resources needed to respond; discuss the ability of the NCR to recover from a regional cyber event; and to define outcomes of the NCR Cyber Framework Project. The Seminar will be held on June 13, 2013 at a location to be determined.

**Recommended Action:**

1. **NEW BUSINESS**

**(4:20-4:30)**

*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*

EPC Members Invited: EPC SLS June 13, 2013

Next EPC Meeting: September 11, 2013 from 2:00 p.m. to 4:30 p.m.