

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

**Date: Wednesday, September 9, 2009
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**

DRAFT AGENDA

- 1. WELCOME, INTRODUCTIONS AND APPROVAL OF MINUTES (2:30-2:35)**
EPC Chairman Michael Knapp, Montgomery County

Announcements

- Welcome Brigadier General Karl Horst - Commanding General Joint Forces Headquarters-National Capital Region and U.S. Military District of Washington
- Introduction of New Members

Recommended Action: Approve June 10, 2009 minutes.

- 2. FUNDING UPDATES FOR FY06, FY07 AND FY08 AND FY09 UASI FUNDS (2:35-2:50)**
*Matthew Fullerton, Chief
DC HSEMA Grants Management Office*

The EPC has requested that Matthew Fullerton provide updates at each meeting on all current and prior year Urban Area Security Initiative (UASI) grants. Mr. Fullerton will provide an update on current and projected expenditures associated with FY06, 07 and 08 UASI grants. He will update the EPC on the R-ESF and RPWG Project Management Plans approved by the Chief Administrative Officers and the Senior Policy Group for FY09 UASI funding. The list of approved projects was provided to the EPC earlier by email.

Recommended Action: Receive funding updates.

- 3. UPDATE ON FEDERAL, STATE, AND LOCAL PREPARATION, RESPONSE, AND RECOVERY TO H1N1 (SWINE FLU) (2:50-3:05)**
*Dr. Lisa Kaplowitz, Chair
Health and Medical Regional Program Working Group/R-ESF 8*

Dr. Kaplowitz, the Chair of the Health and Medical Regional Program Working Group/R-ESF 8, will provide a brief update on federal, state, and local preparedness, response, and recovery activities associated with H1N1 (Swine Flu). She will provide an update on the projected availability and priority for providing H1N1 immunizations and the latest CDC school closure policy. Dr. Kaplowitz will highlight actions being taken to prevent a major flu outbreak in the NCR this fall.

Recommended Action: Receive an update on H1N1 (Swine Flu) preparedness, response, and recovery activities.

4. **UPDATE ON CITIZEN ENGAGEMENT ON PREPAREDNESS AND NCR ACTIVITIES PLANNED FOR NATIONAL PREPAREDNESS MONTH (SEPTEMBER) (3:05-3:25)**

*Merni Fitzgerald, Chair R-ESF 15 and
Director, Public Affairs, Fairfax County*

In today's socially-networked world, when faced with a crisis the NCR partners need to share information and communicate with the public quickly, effectively, and accurately, using the same tools and resources the public is using. Ms. Fitzgerald will update the EPC on progress being made in the NCR in monitoring social media channels, updating communication tools to utilize online social channels, and encouraging all partners to develop additional disaster preparedness communications techniques. Further, she will provide a briefing on planned NCR activities for National Preparedness Month (September).

Recommended Action: Receive update on citizen engagement on preparedness and a brief on NCR activities planned for National Preparedness Month.

5. **BRIEF ON 2009 PRESIDENTIAL INAUGURATION AFTER ACTION REPORT (3:25 -3:40)**

*Katie Fox, Deputy Director
DC HSEMA*

On January 20, 2009 Washington DC hosted the Presidential inaugural and dozens of associated activities and events. Federal, state, and local authorities and many private sector and non-profit organizations expended considerable effort to insure that the region was prepared for this event. The SPG and the CAO HSEC requested COG award a contract to have a regional After Action Report completed for the inauguration. Katie McDonald will brief the EPC on the After Action Report and Improvement Plan that was finalized on July 17, 2009. ETOP is assuming responsibility for tracking the items listed in the Improvement Plan until completion.

Recommended Action: Receive briefing on 2009 Presidential Inauguration After Action Report and Improvement Plan.

6. **BRIEF ON PLAN FOR UPDATING OF THE NATIONAL CAPITAL REGION HOMELAND SECURITY STRATEGIC PLAN (3:40-3:55)**

*Frank Principi, Vice Chair
Emergency Preparedness Council
Kelley Coyner, Chief of Staff
Senior Policy Group*

Frank Principi and Kelley Coyner will brief the EPC on the plan for updating the National Capital Region Homeland Security Strategic Plan. The development of the current Strategic Plan began in 2004 and was approved by the Emergency Preparedness Council (EPC) on September 13, 2006 for the period of 2007 through 2009. The SPG and CAO HSEC have approved funding as requested by the EPC to initiate a plan for updating the Homeland Security Strategic Plan. This is an item

included in the 2009 Work Plan for the EPC. The EPC serves as the “custodian” of the Strategic Plan.

Recommended Action: Receive a briefing from Kelley Coyner on the plan for updating the National Capital Region Strategic Plan approved at the last EPC meeting.

7. BRIEF ON THE 2009 EMERGENCY PREPAREDNESS COUNCIL SENIOR LEADER EXERCISE FROM THE EXERCISE AND TRAINING OPERATIONS PANEL (ETOP) (3:55-4:10)

*Mark Penn, Chair
Emergency Mangers Committee*

The EPC requests ETOP conduct a Senior Leaders Seminar (SLS) each year. It is an item that is included on the Annual EPC Work Plan. ETOP has developed a statement of work, awarded a contract, and identified an EPC SLS Planning Team. The Team has identified the goals, objectives and the scenario for the 2009 EPC SLS. Mark Penn, a member of ETOP, will brief the EPC on these matters, the timeline, and the planning taking place and answer any questions regarding the seminar.

Recommended Action: Receive briefing on 2009 EPC SLS and provide guidance.

8. UPDATE ON EMERGENCY OPERATIONS PLANS BEING COMPLETED BY THE EMERGENCY MANAGER’S PLANNING SUB-COMMITTEE (4:10-4:25)

*Jack Brown, Chair
Emergency Manager’s Planning Sub-Committee*

Jack Brown will brief the EPC on products, outcomes, and deliverables provided by planners funded by FY07 UASI for the NCR. He will report on products, outcomes, and deliverables completed, those being worked on now and those to be provided by planners funded by the \$7M in FY07 UASI funds. He will also report on products, outcomes and deliverables that will be provided by planners funded by UASI for the NCR using the \$5.6M in FY09 UASI funding approved.

Recommended Action: Receive update on plans being completed using FY07 UASI funds and those to be completed with FY09 UASI funds.

9. NEW BUSINESS (4:25-4:30)

Chairman Knapp

Chairman Knapp will invite members to share information in their areas 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.

10. ADJOURNMENT (4:30)

Chairman Knapp

The next scheduled meeting date is November 12, 2009