

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

Date: Wednesday, May 9, 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 Chair Foust called the meeting to order and welcomed everyone. He thanked committee members and the individuals involved with Senior Leadership Seminar on April 26, 2012 for a well organized program. Further, he noted that the Senior Leader Seminar will be briefed later in the meeting.

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

ADMINISTRATIVE REPORTS

2. Homeland Security Grant Update

2.1 Tim Fitzsimmons, Chief, Grant Management Division, DC Homeland Security and Emergency Management Agency briefed the committee on the status of grants. Last week the Grants Management Division submitted the 2012 NCR Homeland Security grant application to FEMA for \$51.8M. They are anticipating that FEMA will issue grant awards on September 24, 2012 and that the Grants Management Division will issue sub-grant awards for FY12 by early October 2012. Individuals responsible for projects must develop complete Project Management Plans (PMP) by July 2012 for SAA review and approval.

2.2 The biggest change for FY2012 is that FEMA reduced the period of performance for projects from 36 months to 24 months. All projects must start spending funds no later than July 2013 and finish all spending no later than May 2014. The Grants Management Division will no longer be giving out sub-grants for a base two year period. The period of performance will be between 18 and 21 months. The District only has a 24 month period and they will have to ensure that projects get initiated immediately. They will be reaching out to all of their sub-grantees by the end of this month to request that they develop Project Management Plans (PMPs).

2.3 The period of performance for FY2009 is August 1, 2009 – July 31, 2012 and the award is \$58M. The handout presented by Mr. Fitzsimmons showed a quarterly pie chart that gave a breakdown of the FY2009 funds. The FY2009 UASI grant is 63% expended with 56% fully

reimbursed to sub-grantees. Almost all projects will close on April 30, 2012 and final reimbursement requests will be sent to the State Administrative Agent (SAA). The SAA will use the time after April 30, 2012 to process final reimbursements and to close out the grant.

2.4 The sub-grantee period of performance for FY2010 is August 2010-July 31, 2013 and the award is \$59.3. The DHS/FEMA period of performance for the SAA is August 1, 2010-September 30, 2012. The SAA will work with sub-grantees on any extensions needed, in compliance with policies set by SPG/CAO. The FY2010 grant is 36% expended with 27% fully reimbursed to sub-grantees.

3. Review of UASI Activities

3.1 Barbara Donnellan, Chair CAO-HSEC reviewed the Management Review Process to include the Project Concept reviews by the CAOs/SPG. Projects Concepts for FY2012 funding addressed gaps in the Homeland Security Strategic Plan. Ms. Donnellan provided a list of the Project Concepts selected for funding in FY2012, and projects targeted to be moved to local funding in 2014.

3.2 With the 13% reduction in the UASI grant to the NCR this year and the potential for future cuts, it was reported that the CAOs and the SPG worked hard to address the most urgent gaps identified in the NCR Homeland Security Strategic Plan and the needs of the region. They discussed the priorities for FY2012 UASI funding. They questioned whether equipment and other things should be funded by UASI. They discussed the cost of personnel being paid by UASI to include the costs for Planners, NIMS Officers, Training and Exercise Officers and others.

3.3 It was noted that some of the sustainment costs that have been funded by UASI will need to be paid by local governments beginning in 2014. The CAOs have discussed the reduction/lack of UASI funds available to continue to pay for sustainment costs; the need for local jurisdictions to start picking up some of those sustainment costs; and the impact that it will have on localities. It was noted that it will be important for CAOs to start having conversations with their local elected officials to gain their support for local funding of sustainment costs identified for local funding beginning in 2014. The CAOs will be having more discussions regarding sustainment costs for specific items in the coming months.

COMMITTEE/PROGRAM REPORTS

4. Incident Management and Response Report Implementation

4.1 Phil Andrews, Councilmember, Montgomery County, Chair, IMR Oversight committee updated the EPC on the implementation status of key recommendations. He introduced Beauty Stephens who assumed her position as RIC Program Manager on April 2, 2012. She reviewed her required deliverables and accomplishments to date. Merni Fitzgerald and Tom Jacobs provided updates on the Virtual Joint Information Center (V-JIC) and Metropolitan Area Transportation coordination Program (MATOC)/Regional Integrated Infrastructure system (RITIS).

4.2 Chair Andrews introduced Christopher Strong, Warning Coordinator Meteorologist for the Baltimore/Washington Weather Forecast Office and Ken Weldelski, Emergency Response Specialist Meteorologist and provided a handout with questions and answers on the new NWS

radar system. Mr. Strong discussed the new Dual Polarization Radar and the new Emergency Response Meteorologist Program.

- Dual Polarization Radar provides images that indicate where rain and thunderstorms are located and the direction/speed of movement. The new radar system shows where tornadoes are forming or have formed with several minutes of lead time so that warnings can be issued. Also, the new radar can provide images thunderstorms especially really dangerous thunderstorms so that severe thunderstorm warnings can be issued. Unfortunately, it does not give any indication where/when ice may occur on the ground.
- The MWS has established a new Emergency Response Meteorologist Program. Ken Weldelski and Steve Goldstein (not present) have been assigned to the Baltimore/Washington Weather Forecast Office and they will assist Mr. Strong. They will be available to support table top exercises or major exercises in the area. Further, they can be on station in emergency operations centers when there is a major weather event impacting multiple jurisdictions in the area.

4.3 Merni Fitzgerald gave an update on the Virtual Joint Information Center (V-JIC) launched in December 2011. V-JIC is a web portal administered by Fairfax County: www.capitalregion.gov. Ms. Fitzgerald provided a presentation demonstrating the enhancements to V-JIC site. The V-JIC site is used for day-to-day information that is fed to the system from jurisdictions and others and will become even more critical in emergency situations.

4.4 Plans are in progress to update the V-JIC with WMATA emergency related information. Suggestions have been made to have a link to V-JIC from all NCR jurisdiction websites. Ms. Fitzgerald believes that protocols and processes need to be put in place to allow V-JIC to access and pull that information. Future meetings are being scheduled to decide if other information should be added to V-JIC so that it can better serve the region as a one stop shop. Ms. Fitzgerald noted that a focus should be on transportation information and determining what incident or event will have the most impact on the commuting public.

4.5 Tom Jacobs, Director Center for Advance Transportation Technology, UMD Member of the IMR oversight Committee updated the EPC on MATOC. He noted that one of the key operational engines of MATOC is the Regional Integrated Transportation Information Systems (RITIS). It provides technical, administrative, and organizational support to a variety of regional programs.

4.6 Mr. Jacobs noted that MATOC has operational staff 5 days a week and 16 hours a day covering the A.M. and P.M. peak periods. It is geared towards looking for incidents that will have a regional transportation impact and how they may impact multiple jurisdictions (cross boundaries) and modes of transportation to include WMATA.

4.7 Mr. Jacobs reported that MATOC operators look at RITIS as their primary situational awareness tool. A component of RITIS called Traffic U will be part of the engine that will get information out to the public, It is currently up and operating. It is being hardened before it is made available to the public. RITIS is a compilation of Real-Time Transportation Information. The information originates from agencies' transportation detectors, third party data sources, and private providers mainly from the transportation agencies.

5. EPC Senior Leader Seminar 2012

5.1 It was reported that the Mobile Education Team (MET) Seminar Program was conducted during the Senior Leader Seminar for 2012 on April 26, 2012 at Fort McNair Officer's Club and that they are partnered with the Center for Homeland Defense and Security at the Naval Postgraduate School. The MET is sending out a survey to obtain feedback from seminar participants.

5.2 Jack Brown, Director, Emergency Management, Arlington County and Don Willis, Region VII Senior T&E Manager, and VDOT, Chair, ETOP coordinated this initiative. Don Willis briefed the EPC on the 2012 Senior Leader Seminar. He noted that state and local governments are at the forefront of the response to catastrophic disasters from all hazards and that state and local communities' preparedness and capability to prevent and respond to all disasters and emergencies requires strong, executive leadership as was demonstrated during the seminar.

5.3 The goal of the Senior Leader Seminar was to address the following core capabilities.

- Planning
- Individual Preparedness
- NCR Situational Awareness
- Public Information and Warning
- Operational Communications
- Restoration of Lifelines

The jurisdiction specific objectives were as follow:

- Enhance the ability of the NCR leaders to respond to a major emergency or disaster.
- Examine the concepts and response to asymmetric warfare.
- Examine the coordination, strength and limitations of mutual aid.
- Instill a common understanding of key homeland security policies, emergency management strategies, authorities, plans and organizational structure.
- Review and clarify key roles and responsibilities of senior elected and appointed officials.
- Identify areas of improvement for the emergency management program.
- Provide information about model practices and lessons learned from around the US
- Establish a baseline understanding of the unique roles and responsibilities of executive leadership.

5.4 Mr. Willis reported that the discussions and the face-to-face networking among key officials proved to be a major success for the Seminar. The current threat brief and risk reduction discussions proved to be very informative and opened a great dialogue between the SME panel and audience. Intelligence, fusion centers and information sharing discussions led to positive dialogue regarding their interface with the law enforcement community. The discussions highlighted the difference between "need to know" and "nice to know" information and proper distribution of the same. Areas of improvement included the need for more training and exercises, emphasis on asymmetric warfare, and planning for the most significant threats to the NCR.

6. Presidential Inauguration 2013

6.1 Mr. Al Smith, Lead Planner, Joint Plans Division, Joint Forces Headquarters NCR and MDW provided the EPC with an update on Presidential Inauguration 2013. He noted that DOD will be responsible for most of the ceremonial part of the inauguration and will support the Secret Service and others with consequence management planning. Mr. Smith stated that JFHQ-NCR

will be in a lead role this year and that there will not be a separate Armed Forces Inaugural Committee. Mr. Smith provided a handout that included the following information.

- The tentative inaugural timeline and the dates/times for key events
- The concept of support
- Task organization for the inauguration
- 2012 DOD authorities and guidelines
- Command relationships and concept of operations
- Facts and planning assumptions

Mr. Smith indicated the JFHQ-NCR would be available to provide updates on the 2013 Presidential Inauguration at future EPC meetings.

OTHER

7. New Business

7.1 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.

8. Adjournment

8.1 Chairman Foust thanked everyone for their participation and adjourned the meeting.

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NEXT MEETING DATE: SEPTEMBER 12, 2012