

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

**Date: Wednesday, May 8, 2013**

**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 Paul Quander, Chairman of the Emergency Preparedness Council (EPC) welcomed members and thanked them for their continuing support of the EPC and the National Capital Region (NCR).

1.2 Chairman Quander presented former Chairman John W. Foust with a plaque for his service as Chairman of the EPC for calendar year 2012 and thanked him for his leadership of the EPC that contributed to improved readiness in the region.

1.3 Chairman Quander informed members that Kelly Coyner, Chief of Staff of the Senior Policy Group, has taken another position in the region. Ms. Coyner contributed significantly to the development of the 2010 NCR Homeland Security Strategic Plan and to continuing improvements in the UASI process for the National Capital Region. She will be missed by the NCR Emergency Preparedness Council.

1.4 Dave McKernan, Emergency Management Coordinator for Fairfax County, gave an update on the Regional Incident Coordination (RIC) Program and noted that the goal of the Emergency Managers Committee to insure that the RIC is meeting situational awareness needs in the region. Jack Brown, Chair of the Emergency Managers Committee, noted that situational awareness in the region needs to be improved and that he was pleased that Dave McKernan and Chris Geldart, Director of DC HSEMA had agreed to co-chair the RIC Subcommittee. They are working to achieve better situational awareness in the region so that decision-makers can make better, more informed choices. Dave McKernan reported that the RIC Committee is considering the establishment of an IC3 (Information Collection and Coordination Center) to gather information and provide it to decision makers when an “event” occurs in the region or in a “blue sky” situation (no known incident in the region) where they monitor what is happening in the region and throughout the world and give decision-makers better situational awareness. IC3 is being proposed to have six voting members to include Montgomery, Prince George’s, Arlington, and Fairfax Counties, the District of Columbia, and the City of Alexandria. The RIC Subcommittee is considering adding a small city or town jurisdiction to have their voices heard by the group. Comments on this proposal should be submitted to Chris Geldart or Dave McKernan.

1.5 Chairman Quander asked if there were any proposed changes to the February 13<sup>th</sup> minutes, and there were none. The minutes were subsequently approved.

1.6 Chairman Quander requested self-introductions from NCR EPC members present.

## **ADMINISTRATIVE REPORTS**

### **2. UASI Grant Update**

2.1 Tim Fitzsimmons, Chief, Grants Management Division provided a handout that included status reports on all open UASI grants, and he reviewed of the timeline for the UASI 2013 grant process. Mr. Fitzsimmons noted that for most of the year they are working with four grant cycles, three active and one being planned. At present they are working on the FY-2010/11/12 grants and planning for the FY2013 grant. For FY2013, they received 53 proposed Project Management Plans totaling \$66M. It is estimated that they will have approximately \$41.4M available for projects in 2013. They are also identifying funds available for reprogramming from FY2011/12 grants.

2.2 The Application timeline for FY2013 for April thru September 2013 is as follows:

- April 5 the RESF/RPWG proposed projects submitted to the SAA
- April 24 – May 7 the Advisory Board review and recommendations
- May 16 SPG/CAO joint meeting; review and final recommendations for 2013 funding
  
- The SAA will submit 2013 UASI application to FEMA in June
- FEMA will issue an award letter to the SAA, and the latter will issue awards to sub-grantees in September.
- September 1, 2013 thru August 31, 2015 is the period of performance for the FY2013 UASI grant.

2.3 Mr. Fitzsimmons provided pie charts for FY 2010/11/12 that he used to highlight the expenditure status for each of the grant years. He noted that the FY 2010 grant expires at the end of July 2013; FY 2011, the end of August 2014; and FY 2012, the end of August 2014.

2.4 Chuck Bean, Executive Director, MWCOG, interpreted the acronyms being used at the EPC meeting and suggested a list of the acronyms be presented at the next meeting, delegating the checklist to Libby Garvey.

### **3. UASI 2013 Process and Timetable for Decision Making**

3.1 Chris Geldart, Director, District of Columbia, Homeland Security and Emergency Management agency, Senior Policy Group provided an update on the UASI 2013 Process for programs to be funded.

3.2 Director Geldart reported that the CAO HSEC and the SPG established an Advisory Board to do an initial review of all the projects that were sent to the SAA. The Advisory Board reviewed all projects to insure that they are meeting the goals of the Strategic Plan and that they were contributing to the readiness of the region to prevent, prepare for, respond to, and recover from a terrorist event. Jack Brown, Chair of the Emergency Managers Committee, and Andy

Lauland from the Governor's Office in Maryland co-chaired the Advisory Board. Director Geldart stated that the Advisory Board did a good job and that they provided good recommendations to the CAO HSEC and the SPG.

3.3 Director Geldart indicated that the Advisory Board is identifying objectives in the NCR Homeland Security Strategic Plan where they didn't receive any projects and determining if there are very important projects in those objectives that need to be submitted to address high priority needs. The Advisory Board will work to have projects developed and submitted to address the high priority needs in the FY2013 process.

3.4 Director Geldart stated that it is the goal of the CAO HSEC and the SPG to start looking at the NCR Homeland Security Strategic Plan on a continuing basis and to get away from the region's preparedness being driven by the DHS annual funding cycle. For now, they want to keep the focus on what projects should be developed to address the needs of the region and not how much money the region will receive through the UASI grant this year. A good example is the recently completed NCR Multiyear 2013-2014 Training and Exercise Plan that identifies training and exercises that need to be conducted in the region. Associated with that Plan is a substantial dollar amount that gets to the heart of what needs to be done in the National Capital Region.

#### **4. New York City Lessons Learned from the Super Storm Sandy**

4.1 Kelly McKinney, Deputy Commissioner for Planning and Preparedness, New York City Office of Emergency Management provided a PowerPoint presentation and briefed the EPC on the impact of Hurricane Sandy on New York City and the lessons learned in preparing for and responding to a major storm.

4.2 Hurricane Sandy impacted New York City six months ago and the recovery continues. He stated that the New York City Office of Emergency Management has a staff 180 and that they always have the staff team on alert. When the forecast was received that indicating that Hurricane Sandy was going to impact New York City, Mr. McKinney's Red Team was on alert and they immediately went into action implementing their plans.

4.3 Mr. McKinney discussed the similarities between the NCR and New York City and the vast differences. One of the main differences is the organization chart in his office with several boxes leading to the Mayor. In New York City they have one government and one town, with a complex web of critical infrastructure systems that are interconnected. They leverage technology to effectively build capability and capacity.

4.4 As they leverage technology, it gets more complex, fragile, and susceptible to disruption. The public sees very reliable systems. The public's perception of their reliability and their expectation for service are both very high. Unfortunately, when such a complex system goes down, it is not a simple matter to bring it up again, as they learned after Hurricane Sandy.

4.5 Mr. McKinney noted that the environment in New York City is tough. Using one of his slides, he pointed out a dark area that is 302 square miles of dry land and comprised of three islands, a peninsula, and 8.4 million people who live 50 feet above water. Long Island funnels hurricanes right into the New York City Harbor and becomes an enormous magnifier. New York City is very vulnerable to major storms.

4.6 Mr. McKinney stated that Hurricane Katrina, which occurred in 2006, was still fresh in everyone's mind. They studied the lessons learned were from Hurricane Katrina so that they

would not repeat them in New York City. Their coastal storm plan is massive and includes 10 different plans, as well as the policies and procedures needed to execute them. The plans were developed based on a Category 4 Hurricane making land fall near Atlantic City, NJ, just south of New York City. This would be the worst case scenario for New York City. Evacuation is the biggest decision the Commissioners have to make. The plans serve as a baseline for decisions.

4.7 Mr. McKinney's noted that they convene the Coastal Storm Steering Committee when a tropical storm is forecast for New York City; they talk continuously until there is no longer a threat. New York City starts moving hospitals and nursing homes within 72 hours of a tropical storm impact to New York City. They begin evacuating the general population 48 hours before the tropical storm is forecast to impact New York City. The forecasted time that a tropical storm is due to impact New York City is "0" hour for their plans.

4.8 For Hurricane Sandy, New York City activated dozen of plans, and there were other plans they needed to activate but did not due to constraints in time and/or resources. They had a multitude of simultaneous operations. This constitutes response in New York City. New York City is now in recovery and it is proceeding swiftly.

## **5. NCR Multiyear 2013-2014 Training and Exercise Plan**

5.1 Kevin Malloy, Branch Manager, Active Learning Exercising Maryland Emergency Management Agency, briefed the EPC on the new NCR Multiyear Training and Exercise Plan that defines the proposed and scheduled training and exercises for calendar years 2013 and 2014. It outlines training and exercise priorities in two ways. First are Training and exercise priorities that the NCR would like to accomplish, either through ETOP-led activities or RESF/RPWG-led activities. Second are training and exercise priorities that jurisdictions have identified. Both are included in the Plan.

5.2 Mr. Molloy noted that the NCR Multiyear Plan is used as a baseline for RESFs, RPWGs, and local jurisdictions to use in developing Project Management Plans (PMPs) for training and exercises. Whenever funding is requested to conduct training or to do exercises in the NCR, a PMP needs to be submitted to the Exercise and Training Operations Panel to request funding. This is the purpose for the NCR Multiyear Training and Exercise Plan.

5.3 Mr. Molloy explained how the NCR Multiyear Training and Exercise Plan was developed by first conducting Training and Exercise Workshops for each RESF and RPWG to identify their training and exercise priorities. Once this information was compiled into a draft document, it was reviewed. Afterwards, a Regional Training and Exercise Workshop was held, where the Draft NCR Multiyear Training and Exercise Plan was reviewed by ETOP members and others. The Draft Document was well received with positive comments.

5.8 Mr. Molloy stated that the next steps are to identify priorities and address universal needs. He noted that activities in line with the Strategic plan will take priority. He indicated that the time frame needed to complete training and exercises requested and what can be realistically done in 18 months will be considered. Finally, he noted that the budget made available to ETOP will need to be considered in determining funding priorities for training and exercise activities.

## **6. Senior Leaders Seminar 2013**

6.1 Chris Geldart provided an overview of the upcoming Senior Leaders Seminar scheduled for June 13, 2013. He noted that the Mid Term Planning Conference for the Senior Leaders

Seminar will be conducted on May 9 at COG. He also noted that the NCR EPC Senior Leaders Seminar Planning Committee is fully engaged in the development of the Seminar for the region.

6.2 This Senior Leadership Seminar is different from past sessions. The Seminar this year is a scenario-based discussion centered on Cyber Security. A major purpose of the Seminar is to get the information needed to develop a Regional Cyber Security Framework for the NCR. Discussions will involve notifications if there is a cyber-event and how, when, and whether they should share information of an event across state and county lines. As a jurisdiction moves into response, who are they communicating with, how are they communicating, and what information are they sharing around the response with others regarding the Cyber Security event?

## **7. New Business**

7.1 Chairman Quander invited members to share information in their areas of responsibility that may be of interest to others and recommended topics for the next meeting. None were received.

## **8. Adjournment**

8.1 Chairman Quander requested and received a motion to adjourn. The motion was approved by the EPC, and the meeting was adjourned.

<I:\RecordedMeetings\EPCmeetings\May-08-13.MP3>

**EPC Senior Leader Seminar: June 13, 2013**

**NEXT EPC Meeting: September 11, 2013**

**NATIONAL CAPITAL REGION EMERGENCY PREPAREDNESS COUNCIL  
ATTENDEES – 2013 (5-8-2013)**

<b>NAME</b>	<b>JURISDICTION/AGENCY</b>	<b>Y/N</b>	<b>ALTERNATE</b>	<b>Y/N</b>
<b><i>Elected Officials</i></b>				
Phil Mendelson	District of Columbia	Y		
Paul Quander, Chair	District of Columbia	Y		
Phil Andrews	Montgomery County	Y		
Judith Davis	City of Greenbelt	Y		
Mel Franklin	Prince George's County	N		
Bruce Williams	City of Takoma Park	Y		
John Foust	Fairfax County	Y		
Mary Hynes	Arlington County	Y		
Frank Principi	Prince William County	Y		
<b><i>Committee Representatives</i></b>				
David Snyder	Transportation Planning Board	Y		
Barbara Donnellan	CAOs Committee	N		
Stephen MacIsaac	Attorney's Committee	N		
Earl Lewis	R-ESF 1: Transportation	N		
Gail Bohan	R-ESF 2: Communications	Y		
Chuck Murray	R-ESF 3A: Public Works/Eng.	N	Jonathan Reeves	N
Tom Smith	R-ESF 3B Debris	N	Joyce Doughty	
Richard Bowers	R-ESF 4, 9 & 10: Firefighting, MMRS	N N	Jim Schwartz	N
Jack Brown	R-ESF 5: Emer. Management	N		
Linda Mathes	R-ESF 6: Mass Care	N	Russell Gardner	N
Cathy Muse	R-ESF 7: Logistics Mgmt. & Resources Support	N N		
Saul Levin	R-ESF 8: Public Health	N	Vacant	
Linda Mathes	R-ESF 11: Food & Agriculture	Y	Russell Gardner	N
Taresa Lawrence	R-ESF 12: Energy	N		
Mark Magaw	R-ESF 13: Law Enforcement	N	Cathy Lanier Earl Cook	N N
Vacant	R-ESF 14: Long Term Recovery	N		
Merni Fitzgerald	R-ESF 15: External Affairs	Y		
Mary Foley	R-ESF 16: Volunteer & Donation Management	Y	Calvin Hawkins (PG) Jeffrey Richardson (DC)	N N
<b><i>Regional Program Working Group</i></b>				
Chris Geldart	RPWG-CIP	Y	Gregory Cullison	N
Mike McAllister		N	Mike Landefeld	
Jamie Quarrelles	RPWG-ETOP	N	Kevin Molloy	Y
Jeff Walker	RPWG-Health	N	Zachary Corrigan Craig DeAtley	N N
<b><i>State/Senior Policy Group</i></b>				
Yi-Ru Chen	District of Columbia			
Chris Geldart	District of Columbia	Y	Czarina Biton	N
Andrew Lauland	State of Maryland	N	David McDonough	N
Kenneth Mallette				
Mike McAllister	Commonwealth of Virginia	N	Sue Snider	N
Brett Burdick		N		
Steward Beckham	The Office of NCRC	N	Ken Wall	Y

**NATIONAL CAPITAL REGION EMERGENCY PREPAREDNESS COUNCIL  
ATTENDEES – 2013 (5-8-2013)**

<i>Departments of Transportation</i>				
Terry Bellamy	DDOT	N	Natalie Jones-Best	Y
Mike Zezeski	MDOT	N		
Hari Sripathi	VDOT	N	Branco Vlacich	N
<i>Federal Government</i>				
Scott Linsky	US Capitol Police	N		
CAPT. Kevin Kiefer	U.S. Coast Guard	N		
Dean Hunter	OPM	Y	Dwayne Butler	N
Robert Carter	GSA	N		
Mary Ann Tierney	FEMA Region III	N	Robert Welch	N
MG Michael S. Linnington	Joint Force Command/NCR	N	Egon Hawrylak Arnaldo Claudio	Y
<i>Other Stakeholders</i>				
Audrey Alvarado	Non-Profit Roundtable	N	Chevelle Glymph	Y
John B. Childers	Consortium of Universities	N	Jasmine Mau	Y
Caryn L. Bacon	PEPCO	N	Mike Maxwell	N
Abby Raphael	Wash. Area Boards of Education	Y	Sharon Pandak	Y
Robert Malson	D.C. Hospital Association	N	Rebecca Berry	Y
Terri Freeman	Community Foundation	N	Libby Garvey	Y
Linda Mathes	Red Cross	Y	Bonnie Mahas	Y
Jim Dinegar	GWBOT	N	Renee Frost	
Richard Sarles	WMATA	N	Steve Kral	Y
Elmer Tippett, Jr.	MWAA	N	Ayann Johnson	Y
TBD	Wash. Area School Super.	N	Don Willis	Y
William Hanbury	United Way	N	Gitana Ponder	Y
Chuck Bean	MWCOG	Y	Dave McMillion	Y
Kelley Coyner	Senior Policy Group	N	Dennis Bailey	Y
Tim Fitzsimmons	DC HSEMA	Y	Betsey Self	Y
Jeanne Saddler	MWCOG	Y	Nima Shahidinia	Y
Nicole Hange	MWCOG	Y	Libby Garvey	Y
			Pete Peterson	Y
Steve Bieber	MWCOG	Y	Brendon Laster	Y
Elliot Langer	FEMA/NCRC	N	Michael Cline	Y
Andrew Meese	MWCOG	N	Sherry Poe	Y
Nicole Chapple	DC HSEMA	Y	Donald Kelson	Y
Barbara Childs-Pan		N	Kelly McKinley	Y
Scott Wollek	Red Cross	N	Thomas Moran	Y
Wayne Brown	MWCOG	Y	Mary Ann Floto	Y
Daivamani Sivasailam	MWCOG	N		
Charles Madden	DC HSEMA	Y		
Paul Carden	Red Cross	Y		
Cheri Lee Roe	NCRC	N		