

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

Date: Wednesday, June 11, 2008
Time: 2:00 p.m. – Arrival/Networking
2:15 p.m. – Convene Meeting
4:15 p.m. – Adjourn Meeting
Location: Training Center, Lobby Level
777 North Capitol Street NE
Washington, DC 20002

AGENDA

- 1. INTRODUCTIONS AND APPROVAL OF MINUTES (2:15-2:25)**
Gerry Connolly, Chairman, Fairfax County Board of Supervisors; Chair, Emergency Preparedness Council

Announcements

Summer schedule for CAO HSEC and EPC
EPC appreciation to Gordon Aoyagi for his service to the NCR

Recommended Action: Approve May 14, 2008 minutes.

- 2. BRIEFING ON NCR GOVERNANCE STUDY COMPLETED BY SAIC (2:25-2:45)**

*Tony Griffin, CAO, Fairfax County
Chair, CAOs Committee*

Mr. Griffin will briefly review highlights and key recommendations in the governance study for the EPC. The SPG and CAO HSEC commissioned a governance study to examine ways to improve the efficiency and effectiveness of homeland security planning and coordination activities funded through the Urban Area Security Initiative grant program.

Recommended Action: Receive briefing on the NCR governance study and provide additional guidance to CAO HSEC and SPG.

**3. PROPOSED HOMELAND SECURITY STRATEGIC PLAN UPDATE AND
FY05, 06, 07, AND 08 UASI FUNDING UPDATES (2:45-3:05)**

*Chris Geldart, Director
Office of National Capital Region Coordination*

*Charles Madden, Acting Chief
DC HSEMA Grants Management Office*

a. An update of the NCR Homeland Security Strategic Plan is included in the 2008 EPC Work Plan. Chris Geldart has funding for the update of the NCR Homeland Security Strategic Plan included in the ONCRC budget and he would like to work with COG to identify a Management Team to include representatives from the EPC, CAOs, SPG, ONCRC, and COG to lead the update. Mr. Geldart would like approval from the EPC to move forward with COG on the update of the NCR Homeland Security Strategic Plan.

b. The EPC has requested that Charles Madden provide a quarterly update of all current and prior year Urban Area Security Initiative (UASI) grants. He will provide an update on current and projected expenditures associated with FY 05, 06, and 07 UASI grants. Mr. Madden will also review the time line for obtaining CAO and SPG approval for FY08 Project Concepts, for R-ESFs, RPWGs, and others developing them into Project Management Plans, and the award of FY08 UASI funding for approved projects.

Recommended Action: Approve proposed update of the NCR Homeland Security Strategic Plan; receive briefing on UASI funding and time line for FY08 UASI funding process.

**4. UPDATE ON 2008 CITIZEN ENGAGEMENT WORK PLAN TO INCLUDE PLANS
FOR PREPAREDNESS MONTH - SEPTEMBER (3:05-3:25)**

*Merni Fitzgerald, Chair
R-ESF 15 External Affairs*

Merni Fitzgerald will update the EPC on the completion status on the 2008 Citizen Engagement Work Plan on Preparedness. The EPC directed R-ESF 15 External Affairs to continue its focus on citizen outreach; incorporate preparedness messages in Alert Notification Systems; continue discussions with journalists and media executives on processes for sharing information; continue to maintain Outreach Campaign web site; and develop a web portal through which members can share information.

Recommended Action: Receive update on 2008 Citizen Engagement Work Plan to include plans for Preparedness Month and provide guidance to R-ESF 15.

**5. BRIEFING ON THE WASHINGTON METROPOLITAN AREA
TRANSPORTATION OPERATIONS COORDINATION (MATOC) PROGRAM
(3:25-3:45)**

*Richard W. Steeg, PE, MATOC Chair
VDOT Regional Operations Center Director*

The MATOC Program was established in 2007 to strengthen regional transportation operations coordination and information sharing. The establishment of the MATOC Program follows from the region's previous discussions of "CapCom" (the name was changed to MATOC due to potential trademark conflicts) as well as ongoing Capital Wireless Information Network (CapWIN). It is overseen and supported by the District of Columbia Department of Transportation (DDOT), the Maryland Department of Transportation (MDOT), the Virginia Department of Transportation (VDOT), and the Washington Metropolitan Area Transit Authority (WMATA). Mr. Steeg of VDOT, the recently elected Chair of the MATOC Steering Committee, will provide a status report on the program implementation, with focus on upcoming activities.

Recommended Action: Receive briefing and provide guidance on MATOC structure and roles.

**6. RECEIVE BRIEFING ON THE HIGHLIGHTS FROM THE AFTER ACTION
REVIEW OF THE FEBRUARY 12, 2008 ICE STORM (3:45-4:05)**

*Charlie Fisher, VP Strategic Advisory Services
James Lee Witt Associates*

The Chief Administrative Officers and the Senior Policy Group requested the Council of Governments award a contract to James Lee Witt Associates (through an existing contract in Alexandria) to complete an After Action Review of the February 12, 2008 Ice Storm. The purpose of the review is to identify any lessons that may be learned from February 12, 2008 response. The After Action Review is nearing completion and James Lee Witt Associates will brief the CAO HSEC on the highlights of the review.

Recommended Action: Receive briefing on highlights from After Action Review of February 12, 2008 Ice Storm; request direction concerning implementation of lessons learned.

7. NEW BUSINESS (4:05-4:15)

Chairman Connolly

Chairman Connolly will invite members to share information or recommend topics for the next meeting.

Recommended Action: Discussion.

8. ADJOURNMENT

(4:15)

Chairman Connolly

The EPC is scheduled to meet quarterly, with additional meetings on an as needed basis. The next scheduled meeting is September 10, 2008, 2:00 to 4:15 p.m. Further, the EPC Senior Leader Seminar is scheduled from 8:00 AM to 1:00 PM on October 21, 2008 at COG.