

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

Wednesday, February 13, 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 by Paul Quander, New EPC Chairman
- Self-Introductions by 2013 EPC Members
- Recognize John Foust, Outgoing EPC Chairman (Present Plaque)
- EPC Appointment of Vice Chairs from Maryland and Virginia
- Review 2013 Meeting Schedule
- Note EPC “101” Handout
- Approve November 14, 2012 Minutes

Recommended Action: Approve November 14, 2012 minutes.

- 2. EPC WORK FOCUS AND PROGRAM FOR CALENDAR YEAR 2013 – OBJECTIVES** (2:45-3:00)
Chairman Quander

OBJECTIVE 1: Enhance NCR Resilience to Cyber Security

OBJECTIVE 2: Increase Personal Preparedness through Workplace Based Initiatives

OBJECTIVE 3: Provide Leadership Review and Support of the NCR Homeland Security Strategic Plan and Its Implementation

Chairman Quander will invite comments and additional suggestions from EPC members regarding the 2013 objectives and integrate priorities into future EPC meetings, activities by EPC members and stakeholders, and other special events.

Recommended Action: Approve EPC Focus and 2013 objectives.

- 3. UASI GRANT UPDATE**

(3:00-3:05)

*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 projected timeline for the UASI 2013 grant process.

Recommended Action: Presentation, no action required.

4. PRESIDENTIAL INAUGURATION 2013 “SNAP SHOT” LOOK AT INITIAL AFTER ACTION REPORT

(3:05-3:15)

*Chris Geldart, Director, District of Columbia
Homeland Security and Emergency Management Agency*

*Egon Hawrylak, Deputy Commander
Joint Forces Headquarters – National Capital Region and
Military District of Washington*

Chris Geldart and Egon Hawrylak will provide a quick look on the January 21, 2013 Presidential Inauguration. They will highlight the initial areas identified that went well and areas that may need improvement in future planned events.

Recommended Action: Presentation, no action required.

5. NCR RESILENCE TO CYBER SECURITY

(3:15-3:45)

*Gail Bohan, Director of Information Technology
City of Fairfax*

Chairman Quander

Gail Bohan will provide an update regarding the development of a Cyber Security Framework for the National Capital Region (NCR). The Framework is intended to develop policies, standards, and procedures that will provide a unified approach to cyber security in the NCR. When completed, this Framework will include recommended information technology policies, standards (management, technical, operational controls), and step-by-step procedures laying out how the standards can be attained. Chairman Quander will lead the EPC in a discussion on the outcomes of the Framework. Additionally, Chairman Quander will discuss having the EPC SLS based on a cyber scenario that would inform and identify gaps that should be addressed in a Cyber Security Framework.

Recommended Action: Receive an update regarding development of a NCR Cyber Security Framework, the initial concept for the EPC SLS and provide feedback.

6. INCREASE PERSONAL PREPAREDNESS THROUGH WORKPLACE BASED INITIATIVES

(3:45-4:10)

*Jack Brown, Chair
Emergency Manager's Committee*

*Linda Mathes, CEO
American Red Cross, National Capital Region*

*Steward Beckham, Director
FEMA Office of National Capital Region Coordination*

Chairman Quander

Jack Brown will briefly discuss the objective to increase personal preparedness through workplace based initiatives. He will request Linda Mathes and Steward to discuss successful Red Cross and FEMA workplace preparedness initiatives and resources that they have available to assist partners in the region. Mr. Brown will request others to share best practices to improve measurable preparedness through workplace initiatives. Chairman Quander will lead a discussion on what is an achievable outcome for increasing personal preparedness through workplace initiatives and what is the best way to engage all of our EPC members.

Recommended Action: Receive brief on Red Cross and FEMA experiences; request best practices from EPC members; discuss the best way to engage all EPC members in the initiative; and provide feedback.

7. UASI MANAGEMENT REVIEW AND UPDATE TO NCR HOMELAND SECURITY STRATEGIC PLAN

(4:10-4:25)

*Barbara Donnellan, County Manager, Arlington County
Chair, CAO Homeland Security Executive Committee*

*Chris Geldart, Director, District of Columbia
Homeland Security and Emergency Management Agency, Senior
Policy Group*

Ms. Donnellan will provide an update on the joint UASI management reviews and related activities underway by the CAOs – Homeland Security Executive Committee and the Senior Policy Group. Mr. Geldart will discuss the update of the NCR Homeland Security Strategic Plan. Following his update, he would like to engage the EPC in determining how they would like participate in the update of the Strategic Plan.

Recommended Action: Prepare and discuss Strategic Plan and approve initial timeline for completion of update.

8. NEW BUSINESS

(4:25-4:30)

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.

9. ADJOURNMENT

(4:30)

Chairman Quander

Next EPC Meeting: May 8, 2013 from 2:00 p.m. to 4:30 p.m.