



## Office of the Adjutant General Department of Emergency Services

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John Hoeven  
Governor  
Maj. Gen. Michael J. Haugen  
Adjutant General

To: DES Advisory Committee

From: Greg Wilz

Topic: Department of Emergency Services Advisory Committee (DESAC) Meeting Executive Summary for September 11, 2006

Date: September 14, 2006

### ND Civil Support Team (CST) Brief

Major Roerick presented the unit's history and command structure. He proceeded to describe the various component capabilities of the teams including survey and analysis of chemical, biological, radiological and nuclear material as well as advanced communications and medical. The committee was also informed about the process to submit a request for assistance. CST members then provided a tour and explained the function of all equipment used to complete the CST mission.

### Adjutant General Remarks

General Sprynczynatyk provided committee members background information about his military and civilian career as well as experiences in state government. He indicated that insight from and dialogue with members is critical to the success of the Department. He stated his desire to space meetings possibly to a quarterly basis with the understanding that the actual number and timing would be situational dependent. The General also stated his intention to study a plan incorporating the DES budget within the Office of the Adjutant General which would include budgets of the National Guard, Civil Air Patrol (CAP) and DES.

### Homeland Security Program Update – Wayne Baron

Since the FY 2007 Budget has not been completed, there is no news concerning funding; however, there will be a change in process. The \$7.5 million baseline funding amount for each state has been eliminated and will now be a totally competitive grant. North Dakota's risk factor is in the lowest quartile; therefore, investments will need very favorable rankings to receive adequate funding.

For FY 2006, 21 jurisdictional grant applications have been finalized, 26 still require completed information, 9 need minor adjustment and one has not submitted an application.

Wayne provided spreadsheets of the State Homeland Security Program (SHSP) and Law Enforcement Terrorism Prevention Program (LETPP) allocations based upon original formulas and also new amounts based upon jurisdictional reallocation. He pointed out differences in the areas of communication, Chemical, Biological, Radiological, Nuclear, and Explosive (CBRNE) equipment, planning, training and exercise. Wayne indicated 2006 spending patterns will help to more accurately choose and define investments for the upcoming grant cycle.

There remains approximately 40 percent or \$5.5 million in FY 2005 monies that jurisdictions have not spent. The grant ends this March and although there are a variety of valid reasons for the lack of expenditures, it is imperative not to return funds. To expedite this situation, jurisdictions will be informed of pending balances and that the grant will end early in order to put in place a competitive process to help guarantee all funds would be spent. Due to time constraints, the process would most likely require equipment purchases. Discussion ensued about potential backlash from local jurisdictions; however, this organized process is the only method to ensure all grant monies are used to obtain maximum effectiveness.

In contrast, less than \$100,000 of the \$19 million in FY 2004 funds has not been spent. A competitive process is in place to purchase equipment authorized on the FY 2004 equipment list. Awards will be limited to \$25,000 and must be expended by November 30, 2006. Thus far, 28 applications have been received totaling \$378,000.

### Homeland Security Update – Greg Wilz

#### 1. Operations and Planning

- DES has conducted WebEOC training for emergency managers in all four regions. Additional training sessions for emergency managers unable to participate will be scheduled as needed. Since the last DESAC meeting, personnel from the Bureau of Criminal Investigations, Highway Patrol and National Guard Civil Support Team have been trained. Training has also been scheduled for the TAG.
- Several DES staff will participate in WebEOC Board Building and Administrative training October 9-11, 2006. It will allow the staff to leverage WebEOC to its maximum capability.
- The draft Base Plan and Terrorism Incident Annex has been completed and will be distributed to emergency managers for review and input on September 14<sup>th</sup> at the Emergency Management Association Conference in Grand Forks. The plans incorporate a fundamental shift to specify agency responsibilities. The more directive approach allows agencies to understand expectations prior to an event. WebEOC will be used to leverage a master resource list for each agency.
- Staff from DES, ND Forest Service (NDFS), Fire Marshal's Office and Aeronautics Commission met to review the current procedures for obtaining Aerial Applicator fire suppression assistance. Based upon the meeting, one document containing a procedures guide for aviation fire suppression and observation assistance will be developed. It will include process and procedures to request aviation assets for aerial applicators, single engine air tankers, National Guard air resources, Civil Air Patrol and federal air resources. This will provide local volunteers a major tactical advantage.

Although the Single Engine Air Tanker in Lemmon, SD is no longer under contract with the Bureau of Indian Affairs and US Forest Service it is still in Lemmon under contact with SD. NDFS can access those resources through the ND Interagency Dispatch Center in Upham, ND.

- The search for the missing pilot was terminated. CAP was very supportive in the search. Due to technological capabilities, its mission will be expanded to fire observation.

## 2. Disaster Recovery

- Seventy applications for 2006 DR-1645-ND Public Assistance have been received from counties, cities, townships and tribes.
- Approximately 520 project worksheets have been completed.
- The State-FEMA processing center will close September 30, 2006; follow-up work will be conducted in the state office
- The Hazard Mitigation Grant Program application deadline was September 10, 2006. The State Hazard Mitigation Team will prioritize eight applications including \$742,500 for city of Fargo lift stations, \$452,235 for Dakota Valley Electric underground power lines, \$517,400 for Pembina County home acquisitions in the cities of Neche and Walhalla and \$194,250 for a Ransom County drainage project. There is approximately \$930,000 available for projects totaling \$1,906,385.
- Nineteen applications from residents of Coleharbor have been returned for case management through the State Unmet Needs Committee; final decisions are expected in October.

## 3. Homeland Security

- At the national level, approximately 33 percent of the states have formed separate Homeland Security Departments which do not possess effective alignment and communication with DHS. The majority states retained the responsibility within emergency management domain of an all hazards approach and have a much more effective relationship. The disconnect has caused the National Governor's Association (NGA) to form its own lobbying body separate and distinct from the National Emergency Managers Association. Governor Hoeven appointed Greg to the Governor's Homeland Security Advisors Committee and Greg has volunteered to be on the Border Security, Immigration and REAL ID and the Interoperability Sub-committees. Greg will attend meetings scheduled by both organizations that he deems important to North Dakota.
- On October 4, there will be a North Central Regional Fusion Center meeting held at the Bismarck Comfort Inn. Its purpose is to promote intelligence collaboration among Minnesota, South Dakota, Montana, North Dakota and Canada.
- Greg related that one county commission was very concerned about the Department supporting a move to increase the time status of the emergency manager and simultaneously time cut Emergency Management Performance Grant (EMPG) funding. In an effort to resolve perceived inequity, emergency managers from small, medium and large jurisdictions have been enlisted to help develop a funding formula.
- Members of the committee received a DES Communication Survey that will be provided to customers and stakeholders at meetings, conferences and visits to promote input for the purpose of improving our products and services.

## 4. Other Issues

- The FEMA Points of Distribution Project to locate primarily schools as distribution centers during catastrophic events was taken to task because FEMA would not agree to enter into an MOU. FEMA has transferred responsibility for the initiative to the state and local entities. Greg agreed with the assessment and stated the Division of Homeland Security had already indicated to FEMA Region VIII that this was unacceptable and North Dakota would no longer proceed with the project.
- Bryon Klipfel informed members the Canadian Consulate in Minneapolis had organized a Border Security meeting and invited North Dakota, Minnesota, Manitoba to a meeting in Grand Forks on November 16.

### State Radio Update - Russ Timmreck

1. Once the new communications specialist begins September 25, State Radio will meet its staffing goal.
2. Sub-network migration is moving according to plan; it is taking about two days per tower. As reported previously, some jurisdictions report paging problems.
3. A problem with Motorola software is impeding progress of the Mobile Data System but the company is in the process of resolving the situation.

### Budget Update – TAG/Greg/Russ

General Sprynczynatyk stressed the budget was tight and that it would be an issue during the legislative session. He explained his experience dealing with budgetary issues during the past 16 legislative sessions and believed it would serve the Department well in 2007. The General reiterated his intention to study a plan incorporating the DES budget within the Office of the Adjutant General.

The Department received \$5.7 million in state appropriated funds for the biennium. The amount of 2007 Homeland Security funding needed to retain current programs and staff at the state level was projected to be \$1.6 million; the 20 percent share means a total \$8.0 million grant award is necessary.

The priorities for the State Information Technology Information Advisory Committee (SITAC) for projects more that \$350,000 were listed in the following order:

- Computer Aided Dispatch (CAD) is needed to offset the increased duties and responsibility of State Radio caused by the huge influx of cellular calls which impedes the ability to properly track local and state law enforcement officers. CAD will alleviate this serious safety concern.
- Grants management software is needed to meet the timing requirements and increased complexity of the grants and the grant process.
- Six new towers are required to alleviate all dead spots in statewide communications.
- The Emergency Alert System is antiquated and simply does not work effectively. It will have to be completely rebuilt to provide timely public safety information.

Jerry Bergquist stated each jurisdiction should use the same CAD program to enhance interoperability but understood it was not likely to happen.

Mark Johnson asked if the six towers could be used by the private sector to produce a revenue stream that could partly fund the project. General Sprynczynatyk indicated there was precedent established by the Department of Transportation for that type of cooperative lease agreement.

### Strategic Plan Update - Bill Sorensen

The draft integrated fire checklist and flowchart were submitted to Greg and Russ; once approved, the documents will serve as templates for crosswalking the remaining protocols.

To streamline feedback, emergency managers will be asked to consider placing DES in a regular slot on regional meeting agendas. The goal is to have a DES representative, normally Greg and/or Russ, present at each meeting to collect feedback, answer questions and provide updates and information about current and upcoming initiatives; however, emergency managers will always be able to request other individuals be present to explain specific programmatic

issues. The Department's website has been enhanced to directly solicit expression of ideas, opinions, and suggestions from customers. A button on the DES home page will activate a feedback page that is very easy to use. A process has been devised to ensure all messages are read and followed by a timely response.

In its role to monitor, study and analyze new technologies for possible use, the team reviewed the optional IT budget package submitted to OMB and the progress of current projects from the Homeland Security 2004 and 2005 grants. After the RFP for the Message Switch Software is completed and costs are known, the team will reconvene to make recommendations for the remaining funds.

Human Resource Management Services (HRMS) personnel suggested several changes in the employee handbook; most all were incorporated. Greg and Russ will meet with LT Colonel Thiele to discuss certain exempt and nonexempt issues and then final wording will be entered. The completed handbook will then be sent to HRMS legal counsel for final review. Greg informed the members he and Russ believe DES employees are in unique positions and they would like to provide more for employees than guidelines directly specify for exempt and nonexempt.

The policy for employee training is delineated in the employee handbook in three areas. Performance relates to certification, refresher, and orientation training. Professional development includes training to upgrade and improve skill. Job advancement involves training for other positions within the Department.

A survey form has been developed to measure the success of communication methods, preferred stakeholder communication methods and degrees of satisfaction about the services and/or products DES provides. The survey is printed on a first class business postage free reply document for ease of mailing. Stakeholders will have the option of completing the survey and returning it to the DES staff member or mailing it to DES at a later date. An Access survey response tracking program was developed to measure survey results.

Wayne and Bill will collaborate to determine if appropriate DES partnerships are in place.

#### Legislative Initiatives – Greg/Jerry

Committee members received listing of proposed legislative initiatives to pursue in the upcoming legislative session. General Sprynczynatyk will decide how to proceed with the recommended proposals.

There was a question about sharing resources for events that did not rise to the level of a presidential disaster. Greg responded NDFS is exploring the option of entering into a compact with South Dakota to share fire suppression resources in preparation for next fire season which appears to be a sound method to expedite resources.

Jerry Bergquist explained the North Dakota 911 draft bill for an Act to amend and reenact sections 57-40.6-01, 57-40.6-02, 57-40.6-03, 57-40.6-04, 57-40.6-05, 57-40.6-06, 57-40.6-08, 57-40.6-10 and 57-40.6-12 of the North Dakota Century Code and to repeal section 57-40.6-11 of the North Dakota Century Code regarding the application, collection, and use of emergency services communication fees. He indicated the 9-1-1 Association is very interested in recommendations from the Audit Review Subcommittee. He also pointed out that a sponsor for the bill needed to be selected.

## Open Discussion

In response to a question concerning conflict of interest, the General stated that since the committee serves in an advisory capacity and not in a decision making role, he did not at this time view Connie Sprynczynatyk representing the ND League of Cities as a conflict of interest. However, he explained that a decision concerning the ND League of Cities retaining administration of the CERT program will be forthcoming after further consideration.

Greg reported he was confident the North Dakota League of Cities had instituted procedural actions to resolve issues of concern and place the organization in compliance with recent CERT Program and Fiscal Review recommendations. The concerned group of emergency managers has been invited to meet with League and DES representative to discuss compliance measures.

Joel Boespflug informed members that 12 small, medium and large fire departments will meet in Minot during September to continue work developing the Anchor Capability approach to regional response in North Dakota.

## Hot Wash

The committee thought the CST tour and brief was worthwhile.

EMPG funding and allocation process was described as an issue that would continue to generate concern.

General Sprynczynatyk thanked members for their work indicated it was a good learning experience.

The next meeting will occur Monday, November 13 at the ND Association of Counties.

## Meeting Date

## Time

## Location

November 13

10:00 a.m. - 5:00 p.m.

Association of Counties Building