



Office of the Adjutant General Department of Emergency Services

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John Hoeven
Governor
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Adjutant General

To: DES Advisory Committee

From: Greg Wilz

Topic: Department of Emergency Services Advisory Committee (DESAC) Meeting Executive Summary - November 13, 2006

Date: November 17, 2006

Agenda Review

Greg stated Maximus had not finished the research report and North Dakota 911 Association Draft Legislation would be substituted as an agenda item.

Adjutant General Remarks

General Sprynczynatyk indicated the statewide legislative tours produced a good turnout that included legislators, legislative candidates, veterans as well as county and city officials. An informational update concerning DES along with proposed legislative and budget initiatives was provided. The General commented that positive ground was gained in establishing rapport and an understanding among attendees about the Department's direction.

The General told the committee that an administrative reorganization combining fiscal and human resources under the Office of the Adjutant General had taken place. He pointed out the action meets the intent of House Bill 1016, complies with the formal audit recommendation and provides him immediate access to critical information.

Homeland Security Update

1. Operations and Planning

- WebEOC Resource Manager was installed to provide statewide resource tracking capability. State agencies have been requested to submit a list of equipment and supply caches; Division of Homeland Security staff will type each resource and input the information. Once completed, personnel within the individual agencies will receive training and be expected to update and maintain the list of current resources. This service will be extended to members of Voluntary Organizations Active in Disasters (VOAD) and eventually to private vendors.

Greg indicated a descriptive block will initially be included until widespread understanding of typing is achieved. He also explained DES will designate a Master Resource List Manager who will train personnel.

DES was asked to consider increasing emergency manager competency in WebEOC through a series of local exercises using electronic information sharing as the foremost priority.

Staff recently provided WebEOC training to the Adjutant General and other National Guard personnel including the Civil Support Team (CST), and Department of Human Services, Board of Animal Health and American Red Cross staff. In addition, WebEOC refresher training was provided to emergency managers throughout the state.

Several staff members participated in WebEOC Board Building and Administrative training October 9-11, 2006.

- The draft Base Plan and the Terrorism Incident Annex have been completed. Lead and support agency personnel and emergency managers favor the more directive nature of the plans because clear lines of authority and responsibility are delineated under ICS/UCS. Appropriate lead and support agencies are assisting in the development of each annex.
- The next phase of updates for hazard-specific guides are being prioritized and drafted.
- An assessment of evacuation and sheltering plans by key state agencies in conjunction with DHS revealed North Dakota has a response capability to assist vulnerable populations but state and local jurisdictional plans did not clearly articulate the process. DES participated in a Steering Committee on Emergency Preparedness for Vulnerable Populations headed by the N.D. Department of Human Services. Its purpose was to establish a framework for safe and secure shelters and evacuation processes that are accessible and maintain independence for people with functional needs due to age or disability. The first two of the following four goals will receive the highest priority.
 - Develop guidelines that will assist in meeting the state planning requirements for evacuation and sheltering.
 - Develop a state registry of shelters.
 - Develop a voluntary emergency response registry for people with functional needs due to age or disability.
 - Develop a system for disseminating preparedness information.

Operations and Planning Section personnel distributed guidance for sheltering components of local plans and have been discussing the information with emergency managers during regional meetings.

- Division of Homeland Security staff participated in the Lignite Wind exercise along with the National Guard, Governor's Office, Department of Transportation, Highway Patrol, Bureau of Criminal Investigation, Fusion Center, Human Services, American Red Cross, Salvation Army, VOAD, Department of Health and Board of Animal Health. It was terrorist-related and exercised the Unified Command System, existing procedures outlined in the Terrorism Incident Annex of the SEOP, the N.D. Fusion Center, Joint Information Center, Strategic National Stockpile and WebEOC in addition to several other agency specific objectives.

The SEOC initial after action review revealed use of ICS/UCS worked well, especially in developing the Incident Action Plan and conducting Operational Briefings. WebEOC proved valuable in establishing real time information sharing and increased situational awareness. The exercise demonstrated the benefits of the more directive approach established in the State Emergency Operations Plan.

The review indicated a need to improve the SEOC layout in terms of display systems and seating arrangements based upon ICS/UCS structure (Planning, Operations,

- Logistics and Finance/Administration). There was a need to expand SEOC SOPs, staffing requirements and position SOPs. The cadre of ICS/UCS trained personnel was found lacking and should be expanded. In addition, position-specific ICS/UCS training was found to be a necessary improvement component.
- Division of Homeland Security/Fusion Center staff participated in a Soft Target Awareness Course in Fargo, September 18-22. Sector-specific information involving civic centers, malls and stadiums, places of worship, large office buildings and higher education facilities was presented.
 - Tier II Data Call for Critical Infrastructure is a DHS list of non-chemical hazard facilities designated by DHS according to criteria such as product capacity, state or regional distribution, and potential casualty or evacuation numbers. It was recently expanded to include all 17 sectors within infrastructure (i.e. agriculture, transportation, food, water, energy, etc.) More than 500 of these facilities have been submitted; there are now more than 1,000 North Dakota "critically identified" facilities in the DHS National Asset Database.
 - Division of Homeland Security/Fusion Center staff participated in DHS Site Assistance Visits to the Alerus Center and Ralph Engelstad Arena in Grand Forks to validate previous Buffer Zone Protection Plans (BZPPs).
 - In a departure from past practice, the 2007 Special Events Data Call will include all events local officials designate as significant. DES is the single point of contact for coordinating and consolidating all special events occurring statewide in 2007 and is responsible to provide data call information to DHS through a special web access portal. The information will be placed into a national special events database and events will be rated by DHS in priority of potential consequence at national, state and local levels. DHS will provide resources and security assistance for events deemed of national or significant relevance.
 - Fusion Center members developed a Buffer Zone Protection Plan for a classified facility that has the potential to inflict mass casualties, major economic damage, land devastation, power outage and loss of flood control.

2. Disaster Recovery

- Seventy-two applications for 2006 DR-1645-ND Public Assistance have been received from counties, cities, townships and tribes.
- Approximately 675 project worksheets have been completed totaling \$10,442,517.00 in disaster costs for the 2006 flood event
- There is approximately \$940,000 available for projects totaling \$1,906,385. The number of projects remains as last reported and will be prioritized by the State Hazard Mitigation Team in January.
- Pre-Disaster Mitigation Grant Program (PDM-C) FY 2007 program guidance was received November 9, 2006, and has an application deadline of February 1, 2007. A total of \$100 million is available; each state is guaranteed \$500,000 provided applications meet eligibility requirements. Remaining funds will be allocated on a competitive basis nationwide.
- The North Dakota Individual Household and Other Needs Assistance Plan for FY 07 was forwarded to FEMA Region VIII for approval. FEMA manages the program but North Dakota designates maximum dollar limits for auto repairs, auto replacement and funeral costs.
- Two local multi-hazard mitigation plans are being forwarded to FEMA Region VIII for approval.
- The 1999 Public Assistance Program and the 1999, 2000 Hazard Mitigation Grant Programs are in the final stage of closeout.

3. Homeland Security Program

- FY 2006 Homeland Security Program (SHSP) Grant awards totaling more than \$10 million have been issued to jurisdictional response disciplines in all counties and tribes in North Dakota. State entities have received grants totaling \$2,124, 000.

There have been 715 SHSP and 264 Law Enforcement Terrorism Prevention Program (LETPP) Grants issued.

Wayne indicated \$56,180 of the \$168,443 Citizen Corp Grant was issued to the N.D. League of Cities and that the partial award funds services through December 31, 2006.

North Dakota received a \$500,000 Critical Infrastructure Award; a team of state and local law enforcement officials are developing a Buffer Zone Protection Plan for the classified site.

The Draft 2007 Homeland Security Grant guidance allows a 36 month performance period versus 24 months required in the past. It mandates a three year coordinated training and exercise program that assures competency through testing continuity of operations, evacuation, citizen preparedness, special needs, as well as logistic and resource management. DHS instituted a change that permits states to pre-submit investments for DHS review.

Development and maintenance of fusion centers is the top LETPP priority. DHS mandated adoption of a statewide interoperability plan by the end of 2007.

The Patriot Act may guarantee a \$6.5 million base but additional funding will be allocated through a competitive process. In 2007, a funding request cap will be in place for each state predicated upon risk and past spending patterns.

- Wayne provided members a brief explanation of a document containing projected timelines through June, 2008 for all necessary activities relating to completion of the application, award, and regional exercise processes.

He also informed the committee that the technical group would meet next week to discuss development of the regional capability plan and that fusion center personnel from North Dakota, Minnesota and South Dakota are tentatively scheduled to meet in December to discuss the feasibility of an investment to deploy a regional approach to enhance fusion center effectiveness.

Members received a draft Concurrent Resolution endorsing the consolidation of response to manmade and natural disasters through the establishment of regional anchor response areas in North Dakota. Efforts will be extended to obtain passage of the resolution during the upcoming legislative session.

- Each Committee member received a spreadsheet detailing total homeland security dollars distributed within each county by major subheading through the Homeland Security Program from 1999-2006. The same information was provided to members of the Legislative Council Budget Section.
- Wayne provided the following responses to member questions:

In the past, guidance required a one year training and exercise plan but the new three year plan incorporates a mandate to link exercises and training activity and focuses upon competency based outcomes.

The investment pre-submittal process allows DHS to identify major gaps thereby, providing states the opportunity to improve application quality; however, determining merits of investments will remain a strictly peer group review process.

Anchor group membership is predicated upon achieving representation of all disciplines with specific response capability rather than a geographic model. Buy-in for the regional concept was achieved in several "town hall" meetings held in each quadrant of the state during 2005.

There will be a concerted effort to email drafts concerning Homeland Security Program plans and initiatives to members prior to meetings.

Concern was raised about the impact of proposed language in House Resolution 5852 requiring local governments to possess an interoperable communications plan before Homeland Security funds can be spent for communication upgrades. Wayne noted its impact was questionable and at this time, the completion of the State Interoperability Plan by the end of 2007 is in the draft guidance. Wayne stated he did not know if guidance meant calendar or fiscal 2007 or perhaps the end of the 2007 grant period. He indicated a total of \$65,585 has been designated in 2006 to develop the plan and \$450,000 was proposed part of the 2005-2007 optional request. Gary Kostecky added information by stating the template for frequency designation resulting from the Stark/Morton Exercise should be completed next week and may help advance efforts to complete the plan.

State Radio Update

Work on the Fortuna tower in the Williston Area Sub-network remains but is scheduled for completion November 15. The Dickinson Area Sub-network has been delayed and requires installation of a T-1 line and associated hardware.

Many but not all pager issues are being solved.

Due to a resignation, State Radio is no longer staffed at 100 percent.

Budget Update

Ross explained changes in the proposed 2007-2009 DES budget. General Sprynczynatyk delineated changes in the National Guard budget and indicated although DES maintains a separate budget, its inclusion in The Office of the Adjutant General Budget request simplifies and streamlines the legislative committee process. The General also explained each of the 11 prioritized DES initiatives and each of the six prioritized National Guard initiatives contained within the proposed 2007-2009 Optional Package. He emphasized the Governor will decide the items to be included in his budget proposal to the legislature.

General Sprynczynatyk responded to a question about the choice of priorities by stating that a great deal of thought, discussion and effort had entered into the decision making process and difficult choices had to be made.

A question was raised about DHS funding for the required Statewide Interoperability Plan (part of the optional package request). Wayne responded that DES in 2007 will resubmit an investment to help fund the plan. He indicated the particular course of action demonstrates DES's commitment and it makes sense to attempt procurement of funding DES did not receive in the 2006 request.

A question was raised about the statewide base map being an integral part of the interoperability plan. General Sprynczynatyk stated the base map ranking was low because it has more far reaching ramifications than interoperability and is critically important to several state agencies. Colonel Klipfel echoed that same sentiment and said it is an initiative requiring a cooperative effort by all agencies with a vested interest.

Greg responded to questions about the Emergency Relief Fund initiative by explaining it could potentially help alleviate certain costs involved in mutual aid. He stated there were no specifics concerning how it would be modeled but indicated there were other proposed bills introducing variations of the Emergency Relief Fund concept and that Representative Frank Wald from Dickinson was writing legislative language relating to the issue.

Strategic Plan Update

Larry Ruebel reported background information and progress in completing Objective 1.4 to develop a process centered around a team that monitors, studies and analyzes new technologies for possible use/integration to improve operations and Objective 2.3 to design and implement communications process that ensures employees have access to information they require. Greg indicated to members the frenetic pace of daily work has slowed progress in completion of the strategic plan.

Training

In the past, Homeland Security dollars were allocated to jurisdictions for individuals to attend courses provided by DES; however, once local training plans are established, now the funds may be utilized based upon jurisdictional need allowing more local control. Members received a document containing all training scheduled by the 15 counties that have submitted plans.

Wayne acknowledged a preponderance of training dealt with NIMS and ICS but said that was expected due the DHS requirement as a prerequisite for receipt of funding. In the future as the momentum toward regional response increases, he indicated more emphasis will be keyed to the operational level.

North Dakota Health Department Request

Tim Wiedrich informed members that the Centers for Disease Control and Prevention (CDC) and Hospital Resources Services Administration (HRSA) Grants require vetting of proposed initiatives by stakeholder constituencies and asked if the Advisory Committee would act in that capacity. There was consensus by members to provide the necessary input.

Emergency Management Performance Grant (EMPG)

The grant requires a 50/50 match and provides a major funding source for local emergency management programs. At this time, there is not a consistent formula or mechanism for dollar distribution to local entities. A working group was formed to develop a structured methodology for distributing funds to local entities. Group members include Mary Senger, Bismarck Emergency Manager; Ed Ludwig, Williams County Emergency; Becky Ault, Pembina County Emergency Manager; Mary Hanretty, McHenry County Emergency Manager; and Greg Wilz, Wayne Baron and Debbie LaCombe from DES.

One meeting was held in October and a second is scheduled for November 22. In an attempt to form a fair and consistent distribution model, initial work has focused upon establishing a series

of weighted criteria such a critical infrastructure, disaster history, population, land mass and local commitment.

Greg responded to a question by explaining all EMPG applications for funding will be submitted by counties. This means that city emergency management programs will be rolled into the county request.

When asked if tribal governments receive EMPG funds, Wayne answered in the affirmative. He also indicated DES encourages all tribal entities to leverage those dollars in concert with the county.

Because county budgets have been adopted, Greg acknowledged there may be a phased in funding approach.

A question was raised concerning the impact of regional response. Greg said EMPG and its relation to regional response will be an important piece of the vision for emergency management in the future. In developing a regional model, he believed federal and other revenues will need to be crosswalked with response capabilities and response times.

North Dakota 911 Association Draft Legislation

Jerry Bergquist stated the Association of Counties has enlisted a potential sponsor for the proposed bill and asked if the committee found any reason not to move forward. Discussion revealed no linkages with the DES Performance Audit. Members voiced consensus in support the draft legislation.

Open Discussion

Lengthy discourse occurred concerning the potential conflict of interest involved with Connie Sprynczynatyk serving on the committee chaired by her husband. Based upon the following, members concluded there was no valid reason to prohibit her from serving.

- Service to DES is rendered in an advisory capacity not in a decision making role.
- She along with all other members possess specific area expertise essential to assist DES.
- Each member represents constituencies that have vital interests, especially in the outcome of DES funding distribution and therefore, a potential conflict of interest can be attributed to every individual.

<u>Future Meeting Dates</u>	<u>Time</u>	<u>Location</u>
December 4	10:00 a.m. - 5:00 p.m.	Association of Counties Building
February 1	10:00 a.m. - 5:00 p.m.	Association of Counties Building