



## Office of the Adjutant General Department of Emergency Services

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Governor  
Maj. Gen. Michael J. Haugen  
Adjutant General

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To: DES Advisory Committee

From: Greg Wilz

Topic: DESAC Meeting Executive Summary for January 5 & 6, 2006

Date: January 12, 2006

The DESAC meeting occurred over two days this month with the first day spent developing policy and guidance required for the 2006 Homeland Security Grant and providing input to the technical working group assisting in developing the grant proposal. Committee members were provided information and situation briefings regarding the eight national priorities designated this year by the Department Of Homeland Security. The priorities included:

- Interoperable Communications
- Intelligence/Info Sharing
- WMD HAZMAT Response/Decon
- Medical Surge
- Law Enforcement Investigations
- Mass Prophylaxes
- Explosive Device Response Operations
- CBRNE Detection

After discussion, the committee established initial priority guidance for further staffing and analysis by the technical working group and DES staff.

The normal agenda of the DESAC was executed on January 6. Members discussed the need to improve communications with the various stakeholder groups that are not directly seated on the board. The following ideas were generated and will be staffed for implementation by the DES personal and presented to the DESAC at the next meeting.

1. Develop an organized process to invite stakeholders groups such as legislators, sheriffs, ambulance personnel and others to future meetings.
2. After each meeting, produce an executive summary which committee members can send to their constituencies.
3. Determine if invitees can be funded based upon the budget.
4. Leverage the Fusion Center and multi-media as well as existing stakeholder newsletters and email lists to distribute information.
5. Update and improve DES web page content as well as redesign relevant sections to be more interactive.
6. Leverage the insight, knowledge and expertise of committee members by creating a process that allows them to speak directly with constituency groups.
7. Recipients of grant funding should be used extensively to indicate positive results experienced by responders in local jurisdictions.

The operational update for Homeland Security and State Radio consisted of the following:

1. Presidential Disaster Declaration #1621 was received January 4, 2006, for Cass, Ransom, Richland and Sargent Counties due to severe winter storm damage occurring November 27-30.
2. Greg expressed concern that local and state planning efforts need to be streamlined. The level of detail, time, and effort in creating some plans do not result in realistic protocols necessary to effectively respond during a true crisis. The framework of all plans needs to include a concept of operations, a solid task list, and assignment of duties and responsibilities ("who does what"). There was agreement among committee members; however, it was pointed out that some federal funding is contingent upon submission of planning documents required to be extraordinarily detailed, cumbersome and inefficient for use in an actual response. There was a suggestion that committee members bring the topic of ineffective planning mandates to the membership of individual national organizations for possible action.

3. Department upcoming events included:

January 9 - Emergency Manager visits to Mountrail, Burke, and Divide Counties  
January 10 - Legislative audit and Fiscal review Committee  
January 11 - DOT Downed Aircraft Exercise  
January 18 - Southwest Regional Emergency Managers Meeting  
                    Functional and Task Coordinator Meeting  
January 24-26 - DES Annual Workshop

4. State Radio will soon complete the hiring process for the Operations Officer position and will interview candidates for the Communication Specialist position in the near future.

The DES Strategic Plan was distributed for final input. It was recommended the names of goal and objective owners be eliminated or use first and last names to indicate ownership. The latter was selected.

The DESAC was briefed about the work completed thus far in capturing the statewide emergency response process. Greg's explanation focused upon the real need to fully identify a standard process containing thresholds or trigger points for notification and requests for assistance channeled through the State EOC. He demonstrated a partially mapped process and indicated an expanded version would be presented during the February meeting.

General Haugen provided members the list of recommendations contained in the Performance Audit Report prepared for DES by the Office of the State Auditor. The report is available on line at [http://www.state.nd.us/auditor/reports%5C3023-1\\_05.pdf](http://www.state.nd.us/auditor/reports%5C3023-1_05.pdf). He addressed many of the issues and stated the report would be presented to the Legislative Audit and Fiscal Review Committee on the 10<sup>th</sup> of January.

As a result of the audit report, the committee members expressed a desire to review and develop legislation regarding 911 fee schedules and strict guidelines detailing specific purchases for which local fees could be spent. It was suggested a subcommittee be formed to develop a schedule of 911 fees and will appear as an agenda item for the February meeting. More discussion will occur on this subject at the next meeting.

Future meetings will begin at 10:00 a.m. and are scheduled for:

February 6-7 at the NDACo Building  
March 6 at the NDACo Building  
April 3-4, TBD