



## Office of the Adjutant General Department of Emergency Services

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To: DES Advisory Committee

From: Greg Wilz

Topic: Department of Emergency Services Advisory Committee (DESAC) Meeting Executive Summary for May 8-9, 2006

Date: May 15, 2006

Information regarding a potential Statewide Interoperability Plan was presented by Joel Rostberg and J.P. Moszer. It focused upon a frequency management plan adopted by McKenzie County that could possibly serve as a template for statewide communications interoperability.

The agenda for May 8 meeting was devoted to an explanation and review of the FY 2006 State Homeland Security Program (SHSP) and Law Enforcement Terrorism Prevention Program (LETPP) grant guidance, which included proposed allocation formulas for distributing Homeland Security dollars to local jurisdictions. Wayne Baron provided the following information:

- 1) A brief about the national peer review process used to rate each state's Homeland Security application;
- 2) Significant actions and tasks remaining for the DESAC to complete in moving the Homeland Security Program forward;
- 3) Specifics regarding FY 2006 Homeland Security Grant guidance for local jurisdictions, which includes documentation guidelines to assure all stakeholder constituencies have an opportunity to participate in determining funding priorities;
- 4) Proposal of formulas or methodologies used to distribute funding for targeted investments involving interoperable communications equipment; National Incident Management System (NIMS)/National Response Plan (NRP) training, planning and exercise as well as Chemical, Biological, Nuclear, Radiological and Explosive (CBRNE) equipment;
- 5) The timeline of 60 days, from receipt of the total federal allocation, to obligation of funds;
- 6) The plan to conduct statewide pre-applicant briefings to first responders, emergency managers and city and county public officials about guidance and distribution formulas prior to receiving the federal allocation; information concerning the pre-applicant briefings will be sent to all past grant recipients; and
- 7) After the federal allocation is known, statewide applicant briefings will be held to explain the application process.

The Anchor Capability Working Group; consisting of subject matter experts in law enforcement, emergency medical services, emergency management, fire services/hazardous materials, public works, public safety communications, health care and public health; developed the CBRNE baseline equipment list aligned according to the tiered WDM response capability levels developed by the Department of Homeland Security and also a tiered rating system for jurisdictions.

Three members of the working group Derek Hanson, Steve Lundeen and Mark Weber representing disciplines of private health/hospitals, law enforcement and emergency services respectively, provided information concerning the process used to develop the products.

Based upon DESAC member discussion, Wayne will explore coordinating a second working group to deal with various levels of jurisdictional capability to further develop the concept of a tiered statewide response.

Inherent in a tiered response is the cost incurred by jurisdictions which provide other entities the necessary equipment and personnel assets to respond effectively. DES will explore the potential for legislation to establish an Emergency Relief Fund for the purpose of reimbursing large costs involved in providing response to other jurisdictions.

Due to input from the DESAC, the formula for FY 06 planning will contain a base amount plus population and the calculations utilizing the number of presidential disasters will be eliminated. Committee members will select a preferred option for baseline planning allocations.

The DESAC also recommended some latitude be applied to the communications investment. Consequently, requests for equipment not identified in the gap analysis will be considered on a case by case basis but a rationale must be provided for the request and the equipment must be directly related to the investment regarding the migration from analog to digital communications.

The regular agenda was executed May 9.

DESAC members were given an opportunity to provide comments, discussion or questions concerning the May 8 meeting. There was a question about shared funding decisions by entities located in different counties. The response indicated it is the stakeholders in each county who make the decisions but stakeholders were not precluded from dispersing funds to a non-jurisdictional entity if there were consensus for such a priority.

#### Homeland Security Update - Greg Wilz

1. Pilot jurisdictions using Web EOC will meet with State Operations staff May 16 to finalize training material in preparation for initiating training for interested emergency managers throughout the state. Jurisdictions using Web EOC during the flooding event reported very favorable results.

Two members of the Operations staff attended a Web EOC conference in Baton Rouge. They developed new boards useful in operations and were able to network effectively.

State Operations staff will provide Web EOC training to National Guard and Department of Transportation personnel on May 10.

2. NIMS and ICS training for state agencies through the Association of Counties and League of Cities is continuing. Training will occur in several locations throughout the state to accommodate state agencies.
3. Work continues to update the State Emergency Operations Plan. Completion of the base plan and the fire annex will occur by September. At that juncture, Functional and Task Coordinators will be briefed and asked for input.

The North Dakota All Hazards Response Process map was revised and a copy was displayed for viewing by the Committee.

4. The National Weather Service would not support the assertion the same weather system caused flooding in eastern North Dakota and the severe storms in the western part of

the state. Consequently, FEMA denied the state's request to link the two events. As a separate event, damage amounts in Bowman, Divide, McKenzie and Williams Counties did not meet federal guidelines for a Presidential Disaster Declaration.

The results of the Preliminary Damage Assessment for the 11 counties in eastern North Dakota were distributed and the total indicated a high probability a declaration would be forthcoming. The decision to accept the Governor's request for a Presidential Declaration will occur approximately June 1.

5. It was evident that entities using ICS during the response were very effective in controlling and coordinating assets.
6. The emergency managers will be thanked for their support during the flooding disaster.
7. Greg is on track to complete all training including ICS 300-400 by the original deadline.
8. Guidance from the Department of Homeland Security indicates training requirements will increase; therefore, it will be imperative to sustain the training base.

A written message detailing who needs training and the recommended type of training will be provided to city and county officials.

#### State Radio Update - Russ Timmreck

1. The State Radio Communications Project is on track and a sub network fielding plan was displayed for members to view. A best case scenario projects plan completion by January 2007.

As the plan moves forward there will be disruption of service due to installation and testing new equipment. Local jurisdictions will have to develop communication protocols to overcome the lack of service and be self sufficient for up to four days.

2. Frequency guidelines have been distributed and it is important that radios be programmed in advance of the conversion if individuals want to communicate with State Radio on channels other than number three.
3. All State Radio personnel will be briefed on May 24 about the fielding plan.
4. It was suggested the concept of Bank 6 in the McKenzie County Plan be vetted with the Department of Homeland Security. If Bank 6 proves successful in the Morton/Stark County full scale exercise, DHS will be asked to support its implementation.

#### Budget Update - Ross Mushik

1. DES has been assigned a new budget analyst.
2. The Office of Management and Budget will conduct a budget training session.
3. DESAC members will be presented a solid draft budget proposal during the June meeting.

#### Strategic Plan Update - Rhoda Sautner/Bill Sorensen

Completion of objectives remains on schedule but the month was extremely busy and progress did slow. A summary of policy development for the employee handbook was presented. In addition, information was provided which differentiated the Professional Development Policy and Environmental Training Policy. Progress was also reported in synchronizing checklist and protocols contained within the Operations Guide and the State Radio SOP manual. A meeting with emergency managers in the Southwest Region will be conducted May 10 to obtain ideas which DES could implement to streamline feedback about its products and services.

Legislative Initiatives - Greg Wilz/Russ Timmreck

1. The State Hazchem Program is inadequately funded to support more viable local initiatives. A survey has been sent requesting data including cost information to gather justification for a legislative increase in fees for storing hazardous chemicals.
2. The Century Code needs to reflect the current situation in which the Bureau of Criminal Investigation has responsibility for missing and exploited children.
3. Language mandating responsibilities at the local level for which DES does not possess the manpower to accomplish should be omitted.
4. A DES 911 fee structure needs to be established.
5. Language including criteria needs to be developed for the provision of an Emergency Relief Fund.
6. There will be an attempt to obtain legislative approval for four FTEs.

Audit Review Subcommittee - Russ Timmreck/Jerry Bergquist

1. The RFP to ascertain State Radio cost and fee structure has been issued. Deadline for completion is September 30.
2. There is movement to legislatively create a 911 Board of Directors with oversight authority to enforce expenditure guidelines as well as training and certification standards.
3. Due to the important role of auditors Gordon Smith and Jason Wahl, once the draft 911 legislation has been vetted internally, it was suggested the two review and make suggestions for improvement.

Other

1. Because legislators are not prone to establish new funding mechanisms, it would be in the best interest of DES to link an Emergency Relief Fund to an existing source of revenue.
2. The first meeting to establish consistent communications between 911 Coordinators in the 22 counties resulted in agreement to standardize 911 protocol by integrating it with Seatol mapping.

<u>Meetings Dates</u>	<u>Time</u>	<u>Location</u>
June 5	10:00 a.m. - 5:00 p.m.	Association of Counties
June 6	8:00 a.m. - Noon	Association of Counties
July 10	10:00 a.m. - 5:00 p.m.	Association of Counties
August 14	10:00 a.m. - 5:00 p.m.	Association of Counties
August 15 ( <u>Tentative</u> )	8:00 a.m. - Noon	Association of Counties