

Emergency Management Council (EMC)

Study Session

January 9, 2014

This study session was an open forum for the members of the Emergency Management Council to discuss issues, identify ideas and/or solutions to tasks or issues before the EMC. Formulate consensus amongst members to facilitate accomplishing the EMC's mission.

Call to Order

Jim Hall, EMC Chair

Study Session was called to order at 9:30 am

EMC Report to the Governor

Jim Hall

I had hoped to have a draft to the Governor put together. Actually I do have a draft, but it's not completely ready yet. We need to get together and get this done so we can get the report into the Governor. The report should explain how budgets have been cut, how we are looking at processes for sustainable funding, committee structure and what our sub-committees are doing. The Evergreen exercise along with other trainings needs to be mentioned also! It's a challenge to put this type of report together when we haven't put enough time into it. So, the more people involved, the better the report.

Legislation – We need to have key pieces of evaluation documented and a simplified way of tracking our successful activities about what we do. A single simple page about what we do! **What do we want to accomplish in 2014?** We talked about utilizing FEMA's report and its shortfalls. Look at Emap/can any of these forms be considered and used toward our strategic goals? Does it have components we can use?

- Hoping to have the WAC revisions done soon.
- Take some of the events of the past few months and point out to the Governor exactly how Mutual Aide came together and corrected the problem.
- We don't have enough elasticity to handle long term events over 72 hours.
- We need to pull out glaring problems out and let the Governor know what we need to work on.
- Work on our outputs and list what we've done and how important it is.
- After we get a list of priorities we can then develop plans with our outputs.
- Are we touching most of our businesses and residents to improve our plans and processes/who is the end product/who are our external customers and are we really touching the people we really need to be helping?

- Are we really trying to solve the problem and focus on what these problems really are?
- How do we ask for money if we don't know what the problems are?
- We need to be able to say what the problem is, how can we solve it and maybe do a survey to help identify the problem.
- The survey may be driven by; Money/Policy/Change how we do things.
- Have a myriad of things including successes and failures.
- **Look at the old meetings and see what we've discussed as our problems before, and we should have a few meetings dedicated to answering these questions.**
- **We have to have consistency from year to year, and document our successes to make the report meaningful.**
- Have a goal to work towards every meeting for the rest of the year to make progress towards our end goal.
- **Make sure all of our partners are included in this, because all counties have different needs.** (Sometimes the smaller jurisdictions get rolled up into the larger jurisdictions.)
- **We've got the basis of our problems in the THIRA, so how do we roll this into a new report? Do we need another report? How do we roll the THIRA down into a one page document for the lay person to read?**
- What are some of the threats we face as a state?
- Maybe reference the THIRA instead of boiling it down into a one-page report.
- We need to take the key pieces that we think will last a number of years and work on these pieces until we get them where we want them. How do we break this down?
- Let's make it concise, but use the THIRA and data we have available.
 - **Barb Graff:** I love the idea of using the THIRA to start breaking this down and we need to start using it the way it was meant to be used. THIRA is going to stay, it answers the questions about what's going to happen, what's going to happen to us, and how are we going to deal with this? How capable are we as a state? How capable as a state are we if we have to house 50 thousand people?
 - **Sue Bush:** We need to tell the story succinctly. When we can't get medicine to children, exactly how do we fix these problems?
 - **Dave Dehaan:** We need to explain; this is what happened, and this is how many people we've sheltered. We also need to explain that this is what could happen, and explain what problems we are having.
 - **Tom Hill:** Yes, we've had a catastrophic earthquake and the Lewis County Floods, so we have the material we can pull out and show where we've had the problems during these events. One of our successes is the AFH Booklet!
 - **Dick Walters:** Where are we in our efforts?

Do we know how many people are going to be affected? How many may die? How many people do we need to house or rescue? We can use this report as the basis to start the discussion; we just need to start the discussion. We need to provide numbers with our deficiencies. All jurisdictions are required to have a CEMP, how many actually have CEMP's?

- **Past events, past deficiencies and what we've learned from this.**
- We need to sit down and rework this to have it done by February.

EMC Action Requests

Jim Hall

Discussion on the Action Request System, is it working? Any changes needed? Discuss plans to address the three active requests.

1. Regional Coordinators
 2. Sustainable Funding
 3. Mutual Aid Procedures.
- Action Request: Put a final disposition on the form. For example we need to know if the action request is closed and what action happened.
 - Put a character limit on the request?

Jim Hall: We will leave the guidance alone since it seems to be okay. Let's defer these to this afternoon.

Senior Advisory Committee

Ziggy Dahl

We did submit our paperwork to FEMA on time. No kick back from FEMA on anything at this time. We do need a vision on where you perceive this group is going to sit. We need to decide or establish what this group is going to do, and where it is going to fit into the EMC. Historically this group is made up of people who we don't normally touch. What do you want us to do?

- **Ron Averill:** We've already decided that we were going to have a smaller group so they can talk things through. This is an EMD group for policies.
- **Jim Hall:** A lot of representation for this group is not represented on the EMC directly. This is a requirement for federal guidance, and we need to live by the guidance and use this group to improve. Develop task forces in areas that are not already represented by the sub-committees or the EMC. They need to have a voice in the EMC.
- **Robert Ezelle:** We are trying to get everybody with a stake in the game working together. Ports don't know what cities are doing for example. So, ultimately if we can get everybody to the table we can take this group to cover our catastrophic capabilities. How do we make this into a workable group?
- **Charma Anderson:** The EMC charter is almost done. We just need to round out the charter to include the SAC.
- **Jim:** Grant requirements are great, but what is best for our state?
- **Barb Graff:** Have the workgroup ask the EMC; what do you want us to do?
- **Dick Walters:** The hang up I have with this group is the number. You have 250 and upwards.
- **Ziggy:** If we want this money, we have to follow the grant. WA state is one of the better states for following guidance.
- **Ron Averill:** You don't want your group to get so large that it becomes dysfunctional.

- **Dave DeHaan:** Assign leads to the different groups. Most will have their get-together and discuss what the networks are.
- **Darrell Ruby:** If the EMC equals the SAC, then we have a charter. Bill is leading the way on reorganizing the EMC. I thought the SAC group was going to take the grant guidance and work alongside the EMC.
- **Bill Gillespie:** We need to decide where we are going to put this group. We need to put down stakes and decide who wants to join and who doesn't.
- **Arel Solie:** Whoever we invite to the table needs to be given a task.
- **Jim Hall:** The SAC is supposed to develop an outreach process to include multiple agencies to make the group more inclusive. We accepted the fact that the SAC and the EMC were the same at the last meeting. So we need to rename the SAC in order to clear up any confusion.
Bring the AdHoc group back together and make a draft charter for our EMC review. This group is going to define exactly how they are going to do the outreach.
- **Dick Walters:** The EMC already covers the majority of the federal requirements, and the SAC was supposed to do outreach to people that don't currently participate. How are we going to reach out, and who are we going to touch? We have the government represented, so we need to reach out to locals or non-governmental people.
- **Ziggy:** We hope to have our charter done by next month. This charter should say what we want to do, and where we want to go with this.
- **Peter Antolin:** We need to have a clear direction for this group. Have the workgroup plan this and bring it back to the EMC.

EMC Protocols Guidelines

Jim Hall

Discuss the need for guidelines in dealing with Member Appointments and responsibilities and Action Request Worksheets. Rough draft provided.

- What other categories do we need to provide?
- What are our positions and what do we need to be doing?
- How do we do business?

I see us working on this for a few meetings before we finalize it. We need to institutionalize this process.

- **Process for alternates! What are the procedures to determine who the alternate is? What is our process?**
- **Vacancies and how do we deal with this?**
- **Appointments are for 2/3 years.** (Charter says 2 years, Jim wanted 3 years. Undecided yet.)
- **People would need to resign their position when they quit.** This includes retiring, not reelected. (People that have jobs/positions in where they are elected may be affected by this.)
- **Scope of the EMC vision.**

- **How do we check on Proxies? What are our processes for this?**

Good of the Order

Jim Hall

Tom Mattern and Ken Parrish are retiring. Send them something from the EMC?

Adjourn Break for Lunch Formal EMC meeting 1300 to 1530 hrs.