



Meeting Minutes Nevada Emergency Management Coordinating Council

Attendance	DATE	Thursday, January 5, 2017	
	TIME	9:00 A.M.	
	LOCATION	Nevada Division of Emergency Management Executive Conference Room 2478 Fairview Drive Carson City, NV 89701	
		Las Vegas Valley Emergency Management Center Conference Room 7551 Sauer Dr. Las Vegas, NV 89128	
	METHOD	Teleconference – Videoconference	
RECORDER	Janell Woodward		
Committee Members	Present	Staff and Others	Present
Caleb Cage	X	Janell Woodward	X
Aaron Kenneston	X	Jim Walker	X
Carolyn Levering	X	Justin Luna	X
Cory Schulz		Samantha Ladich (DAG)	X
Jackie Conway		Kelli Anderson	X
Dimitri Theodorou			
Gregory Goll	X		
Joe Curtis			
John Steinbeck	X		
Michael Brown	X		
Misty Robinson	X		
Rachel Skidmore			
Rob Loveberg			
Ryan Turner	X		
Stacey Giomi			
Bob Leighton	X		

1. CALL TO ORDER

Chair, Caleb Cage, called the meeting to order.

2. ROLL CALL

Janell Woodward called roll. A quorum was established.

3. PUBLIC COMMENT

Chair, Caleb Cage, opened discussion for public comment. There was none.

4. APPROVAL OF MINUTES

Chair, Caleb Cage, gave members the opportunity to review the minutes from March 24th, 2016.

Carolyn Levering made a motion to approve the minutes as submitted and Misty Robinson seconded. There was no further discussion. All were in favor and the motion carried.

5. APPROVAL OF MINUTES

Chair, Caleb Cage, gave the councilmembers the opportunity to review the minutes from May 25th, 2016.

Mike Brown made a motion to approve the minutes as submitted and Carolyn Levering seconded. There was no further discussion. All were in favor and the motion carried.

6. INTRODUCTION OF NEW MEMBER(S)

Chair, Caleb Cage, welcomed new member, Chief Robert Leighton. Chief Leighton introduced himself to the group and provided some background. He advised he is now the new Emergency Manager for the City of Reno.

7. UPDATE ON EMCC GOALS FOR 2016

Chair, Caleb Cage, provided an overview of the strategic priorities that had been set for 2016 and what has been accomplished to date for each.

1. **EMPG Grant Funding Formula:** He advised they have made a stepwise approach to this having hosted a meeting in May to see where everyone was at and the ideas for moving forward. He noted that it became obvious that there needed to be a cleanup of the expectations from the state's perspective before any changes began. He noted that earlier in the week DEM had sent out the updated grant guidance for EMPG from the state. He commented that this is not where he hoped they would be, but it is a step in the right direction toward establishing program requirements and it allows everyone to be on the same page prior to changes being made. He added that this goal continues to move in the right direction.
2. **Coordinate Statewide Emergency Resources:** Previously referred to as AB90, now NAC414A which is the establishment of the Intrastate Mutual Aid System and Committee. The committee is working to finalize policies and procedures. The regulations were put into effect and approved on December 21st by legislature. With those active they now have a foundation and framework to build on.
3. **Increase Disaster Recovery Capacity:** He advised that through Washoe County and the Homeland Security Grant Program disaster recovery framework was developed by Aaron Kenneston and team. This has been adopted at the state level and has been built into the 5 year strategic plan to build out the RSFs.

4. **School Safety Coordination:** This item continued throughout the year. The grant that is shared with the Department of Education will continue for the next 4-5 months. He advised that in the last year they coordinated with school district officials on school emergency operation plans (EOPs) and other types of emergency management activities. He noted a small conference that was held at the division. He continues to be encouraged by the progress.
5. **Better Statewide Coordination of Planning, Training, and Exercise:** He advised they have made significant strides regarding this. He stated the division was able to do two things with assistance from local partners. One of those being the development of a monthly exercise program within the division developed by Jim Walker that started in June 2016 and will continue into 2017. As well as the development of JIC/PIO operations plan. Second being the reorganization of the Preparedness Section at the division. He advised this change was driven in part by the call for the statewide coordination of planning, training, and exercise. He explained that this section, under the management of Jim Walker, now includes PIO; planning has been broken from the training/exercise component and is under the supervision of Bud Marshall; planning component is now the planning/operations branch and is under the supervision of Kelli Baratti; and a separate branch has been added for technical communications/programs and search and rescue, with Paul Burke being the supervisor. The new framework is intended to streamline the planning, training, and exercise functions at the division to reach the overall goal of improving statewide coordination.
6. **Statewide Emergency Managers Association:** This goal became the Nevada Emergency Preparedness Association. He commented that of the seven goals this has been the most successful in what has been accomplished in the last year. He noted they were able to develop the preparedness summit and more.
7. **Collaborative Operation Groups (COG):** He commented that this goal has been mostly participatory at the state's perspective, however many of the local jurisdictions continue to have a lot of activities at this level.

Carolyn Levering questioned if an org chart would be posted online regarding the changes at the state level. Chief Cage advised this will be provided.

Aaron Kenneston applauded the efforts and work that has been done.

8. DEM CY2017 STRATEGIC PLANNING

Chair, Caleb Cage, provided an overview of the strategic plan development and process. He advised this has been under development for approximately a year and a half. He noted that the initial efforts in the first year will be carried forward in the strategic planning framework that was provided. They will go over pages 9 and 10 to give a quick idea of where they are as a division going forward and to get input from the group.

Chief Cage advised that for the first six months as a division they took a lot of time to do an internal assessment. This was done to determine what needs to be addressed and how an action plan would be developed and implemented. In January 2016 a one year action plan was launched, also referred to as a strategic plan. This gave the division goals to achieve. He noted that the division did achieve the overall goal of maintaining statutory compliance in that year.

In July 2016 discussion started with emergency managers, tribal, and local partners on what the next phase would be. They gained initial input and held several meetings throughout the year. In the last six months of the year they developed the document provided, which is 12 pages and provides significant background and steps for moving forward. This document is referred to as a planning framework and is not an action plan. It is a high-level view to cover all emergency management within the state.

On page nine, the vision, mission, value and goals remained the same. He advised this was done to continue the momentum and continuity from the previous action planning phase. He noted there was a minor change in the mission with moving mitigation to the front to mirror FEMA's framework. The mission now states, "Coordinating mitigation, preparedness, response, and recovery programs and resources through partnerships to sustain safe and livable communities for Nevada's residents and visitors." He added that this mission reflects and is driven by the Governor's, the Director's, and the Director of Public Safety's mission.

Chief Cage continued with the goals and advised they are identical to what they were in the action planning phase. He explained that they decided to have an objective for each goal and then three strategies for each objective. He went through the goals, objectives, and strategies for the council:

Goal 1: An efficient team, strengthened by collaboration, communication, and leadership.

Objective 1.1: Ensure 100% of team members achieve a specified train and experience certification standard within one year of employment.

Strategy 1.1: Develop a tiered Emergency Management training and experience certification standard developed jointly with the Nevada Emergency Preparedness Association and offer certification to partners throughout the whole community.

Strategy 1.2: Publish an annual report to enhance internal and external communication of agency capabilities and activities, to include statewide legislative and regulatory recommendations developed jointly with the Nevada Emergency Preparedness Association.

Strategy 1.3: Operate the agency in accordance with standards required for EMAP accreditation and support accreditation for partners throughout the whole community.

Chief Cage advised that for the first Objective they are looking at CEMAEM as the global model for training and certification. Strategy 1.1, they found is something half of the states currently have. With Strategy 1.2 he noted reports provide transparency, capture history, provide advocacy when it comes to legislation, and will allow for evolution in an agency. Finally, Strategy 1.3 was included as the agency values their EMAP accreditation and it is the driving framework for them.

He allowed pause for any questions or response from the group. There was none and he continued to through the second goal.

Goal 2: An essential partner in the coordination of emergency and disaster resources for the Whole Community.

Objective 2.1: Effectively coordinate resources, in accordance with ICS principles, during an emergency or disaster for our top five identified threats and hazards for a 96-hour period.

Strategy 2.1: Align all statewide risk, threat, and hazard assessments and all statewide emergency planning efforts in order to maintain enhanced mitigation designation and to develop a multi-year exercise cycle with statewide emergency management agencies.

Strategy 2.2: Implement the Statewide Recovery Framework model, to include developing the Recovery Support Function framework within the State EOC.

Strategy 2.3: Train for three-person depth at each critical position in the State EOC, including general staff and ESF partners.

Chief Cage advised that the second Objective is to ensure the threats have been identified and the agency has the capability internally to sustain emergency operations for those hours. He noted that this is a heavy lift and hasn't needed to be done for some time now. For Strategy 2.1 he advised they want to take all of the threat/hazard assessments and align them for use to drive planning, training, and exercise efforts in a strategic way. Strategy 2.2 is the commitment in writing to implement the recovery plan at the state level so they can carry forward the council's recommendation to improve statewide recovery efforts. Strategy 2.3 is self-explanatory.

Goal 3: A statewide leader in sustaining and building emergency and disaster response capacity.

Objective 3.1: Pass through 50% of comprehensive emergency management and preparedness grant awards to sub-grantees and build other efficiencies in support of localized implementation of a statewide resilience plan.

Strategy 3.1: Blend, braid, and pool existing emergency management grants to ensure capacity is built against the statewide risk, threat, and hazard assessments by streamlining the advisory committee structure and grant allocation process.

Strategy 3.2: Invest in local partnerships through a regionalized approach based on local threats and hazards versus preparedness and capacity.

Strategy 3.3: Develop a statewide resilience plan for the whole community, including a focus on functional needs and a business emergency operations center.

Chief Cage discussed each item for Goal Three. He noted that for the third Objective will require resources and advocacy for state funding. Passing through 50% of grant funds will allow local partners to build capacity with that funding. For Strategy 3.1 he commented that the agency currently has over 30 committees and subcommittees with a lot of them being strictly setup to oversee specific grants. He advised he would like to see these streamlined to create a few bodies and policy frameworks that deal with grants. This would allow jurisdictions more predictability and less bureaucracy on grants. With regard to Strategy 3.2, it was noted that last meeting there was a comment about only needing a single emergency management program that covers an area of the state. It was mentioned that there are other agencies doing this and it allows them with a model to approach. Finally, Strategy 3.3 ties

into the Governor's Strategic Planning Framework that requires the division to align with the 100 Resilient Cities Model by 2018. The resilience plan mentioned in the strategy is intended to do this. A focus on functional needs was included as this is a weakness found with public/private partnerships at the state level; the agency wanted to identify these and ensure they are building toward them.

Chief Cage advised they are ready to start this plan and the next steps for it can be read on page 12 of the document. He allowed for any comments, questions or concerns.

Ryan Turner commented that it sounds like they need to open up more state DEM positions and that the goals sound achievable. He is looking forward to reaching them in the next five years.

Chief Cage added that he too believes they are achievable, but it will be a long advocacy process to obtain the resources to better pass through the grant resources. They will continue to develop this over the next month and further discuss at the Emergency Preparedness Meeting as well.

9. PUBLIC COMMENT

Chair, Caleb Cage, opened the meeting for public comment.

Chief John Steinbeck commented on the current weather reports coming in for the North and advised Southern Nevada is prepared to help in any way necessary. Chief Cage thanked him for the offer and advised they will know more in the next 24-48 hours.

Aaron Kenneston apologized for not attending the meeting in person. He thanked Chief Steinbeck and Chief Cage for their offers of support.

Aaron added that looking into the coming year and the goals regarding recovery he wanted to remind everyone they are embarking on a journey to sync PDA across the state. He advised they are working with a vendor to start this process and will be meeting on January 17th, 2017 at 1:30pm. He continued that the idea behind the meeting is to start conversation with major jurisdictions across the state about who they want to train on the disaster assessment tool and start aligning this year's project for workshops, seminars, and online training for the PDA tool. He requested everyone to make note of this date and time. He will send messaging around to discuss what representatives they can get together to do a global overview of the tool and start planning this year's project. Chief Cage offered sending the meeting information out via the agency's distribution list and any other support needed for this. Aaron thanked him and advised once they see what the next 48 hours brings he will begin coordinating.

10. ADJOURN

Chief Mike Brown made a motion to adjourn the meeting. Carolyn Levering seconded. Meeting was adjourned.