



MEETING MINUTES EMERGENCY MANAGEMENT COORDINATING COUNCIL (EMCC)

Attendance	Date	Tuesday, December 15, 2015	
	Time	8:00 AM	
	Location	Nevada Division of Emergency Management 2478 Fairview Dr. Carson City, NV 89701	
	Method	Video - teleconference	
	Recorder	Chris Molnar	
Members	Present	Ex-Officio Members and Staff	Present
Chief Caleb Cage	X	Rose Marie Reynolds (DAG)	X
Aaron Kenneston	X	Chris Molnar (staff)	X
Rob Loveberg			
Carolyn Levering	X		
Ryan Turner	X		
Gregory Goll			
David Hunkup	X		
Dimitri Theodorou			
John Steinbeck	X		
LTC Cory Schulz	X		
Stacey Giomi			
Tim Spencer			
Joe Curtis	X		
Brian Burgess	X		
Michael Brown	X		
Misty Robinson	X		
Rachel Skidmore	X		
TOTAL:	12		

1. CALL TO ORDER

Caleb Cage, Chairman of the Emergency Management Coordinating Council, called the meeting to order.

2. ROLL CALL

Roll call was performed by Chris Molnar, Nevada Division of Emergency Management/Homeland Security (NDEM/HS). Quorum was established for the meeting.

3. PUBLIC COMMENT

There was no public comment in the North or the South.

4. APPROVAL OF MINUTES

Carolyn Levering moved to approve the minutes, and Brian Burgess seconded the motion.

5. CHAIRMAN'S INTRODUCTORY REMARKS

Chair Cage thanked those members who came from out of town to attend the meeting. He said he wanted as many members in attendance as possible to explain the Emergency Management's strategy moving forward, and how he wants input from the members throughout Nevada.

He introduced the following members of the DEM staff: Paul Burke, operations section, Chris Molnar, administration, Kelli Anderson and Rick Martin, grants and recovery section, Gail Powell, public information, Kelli Baratti, operations section, Tim Cary, exercise coordinator, Justin Luna, fiscal section, and Jim Walker, operations manager. He also introduced Wendy Smith-Reeves from the Arizona Department of Emergency Management and Military Affairs. He explained the reason she was at the meeting was to also get her input on the strategic plan being put forward for DEM. He said she was one of the first people he called when he was appointed Chief of Emergency Management and how helpful she was explaining how Arizona handled their Emergency Operations Center.

Chair Cage told the members he was excited about presenting the DEM strategic plan to them and looking forward to their input. He explained the DEM training and exercise program for 2016, will be partnering with the Nevada National Guard, building up to the capstone event, the Vigilant Guard 2017, exercises. He asked for maximum participation with DEM partners across the state.

6. REVISION OF EMCC BYLAWS

Chair Cage went over the recommended changes to the EMCC bylaws. Under section III, h (6), the council will provide an annual report to the Governor and the Legislature no later than July 31st. Under section IV, membership, members will serve a two year term. Under section V, officers and duties, the Vice Chair will serve a two year term. Under section VIII, “Proxies and alternates are not recognized by the Nevada Open Meeting Law.” was removed from the bylaws. Ryan Turner moved to approve the changes to the bylaws and Rachel Skidmore seconded the motion.

7. NEW EMCC VICE CHAIR ELECTION

Chair Cage called for a nomination for a new Vice Chair of the EMCC, who will serve a two year term. John Steinbeck nominated Ryan Turner. There were no other nominations from the floor. Joe Curtis seconded the motion. The motion carried. Ryan Turner is the new Vice Chair.

**** Item 12 taken out of order - VIGILANT GUARD 2017 PRESENTATION**

LTC Cory Schulz, Nevada National Guard, gave an overview of the Vigilant Guard 2017 exercise. He explained the scenario is an earthquake in November and is a regional exercise. He said FEMA Region IX, California, Arizona and Guam will be involved. He pointed out they want to really test the response from all those involved, and stressed how they want to see how the multiple jurisdictions work together. As far as the exercise, he told the members there will be a 6.0 earthquake in Clark County, and they will be conducting a wide area search using the Las Vegas Motor Speedway and involve multiple Civil Support Teams (CST). There will be homeland response force from California and Nevada task force one, among others. He continued explaining the scenario and concluded by encouraging the counties to become involved in the exercise.

Jim Walker, DEM operations manager, gave an overview of the Division of Emergency Management's involvement in the exercise. He told the members the objective on the state side is the full activation of the SEOC with 12 hour shifts and stressed that communication among state, local and guard was critical. He said FEMA has been contacted and there will be full support from FEMA Region IX with of the exercise. He also pointed out the SEOC will be manned by all ESF's. Jim also requested as much participation from the members as they can give to the exercise. He also pointed out the state has statutory requirements that need to be met and wants those exercised as well. He encouraged the participation of all jurisdictions as their requests could help drive the National Guard's request for resources. He closed by asking for full involvement statewide.

Chair Cage asked members what their expectations were. Misty Robinson responded by requesting a focus on mass care and fatality management. She stressed the hospitals need to get involved and need more support from them. The Chair asked Misty who should the state and guard and locals coordinate through for the Southern Nevada Health District, and she asked that they coordinate through her.

Ryan Turner said he felt one thing that has not been exercised is the official request process from all of the EOCs in the state. He would like to see how the process is carried out, with full engagement from deployment, boots on the ground, and unified command. He stressed he wanted to see unified command. LTC Schulz assured the members the guard will work with the IC's during the exercise.

The members continued to discuss the exercise and their participation in it, and were told there would be training from the guard, based on the ICS model, to prepare for the exercise. Also, Jim Walker assured the members that DEM will handle the recovery management of the exercise. He also told the members DEM has a very small budget for the exercise and can't guarantee there will be financial help for the jurisdictions involved in the exercise. He said the locals will need to have a local budget. He did tell the members they can ask DEM for financial help and they will do what they can to help.

Chair Cage concluded the discussion by telling the members this presentation was the first formal presentation building towards this exercise and its objectives, and thanked the members for their input.

8. DEM MISSION BRIEF

Chief Cage introduced this agenda item by telling the members when he started as Chief of the DEM, he was told by partners throughout the state that they knew who to work with at DEM for grants, recovery, etc., but they didn't know what DEM did. He said he was asked what his responsibility was, what was his role? He said because of those questions, he and his staff developed a Mission Brief for the Division of Emergency Management. He explained it was still in draft form and wanted their feedback as they moved forward. At this point, Chair Cage introduced a power point presentation to the members explaining what each section does within the division. (Handouts of the slide show were available to the members to follow along with the presentation). He began the slide show, which explained the statutory responsibilities of the division, as well as DEM's strategic planning framework and the vision, mission and goals of the division. It also showed an administrative overview of DEM. He concluded his portion of the slideshow by introducing members of his staff to present an overview of their sections.

Justin Luna, Fiscal Manager, showed the fiscal and administrative slides, which explained the function of those sections of DEM.

Jim Walker, Operations Manager, showed the members the preparedness section slides, which included planning, training and exercise, as well as resource management and the State Emergency Operations Center (SEOC) Management.

Karen Hall, Homeland Security Commission Administrator, explained the Homeland Security slide.

Rick Martin, Grants Manager, showed the members the slide explaining the grants, recovery and mitigation section of DEM.

Gail Powell, Public Information Officer, showed the slide explaining the function of her position at DEM.

9. NDEM STRATEGIC PLAN OVERVIEW

Chair Cage introduced the next item, the DEM Strategic Plan. (Handout describing the plan and a spreadsheet with the three goals set by the DEM team). Each member of the team came forward and gave an overview of their section as it related to each goal.

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

Justin Luna, Fiscal Manager, addressed goal #1, for the fiscal and administrative section. Jim Walker, Operations Manager, discussed goal #1, for the Preparedness (PT&E and Ops) section. Karen Hall, Homeland Security Commission Administrator, talked about goal #1, as it relates to communications enhancement. Rick Martin, Grants Manager, told the members about goal #1 meeting the objectives for grants, mitigation and recovery. Gail Powell, Public Information Officer, discussed goal #1, in relation to developing DEM as the hub for information sharing among other objectives.

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

Justin Luna, Fiscal Manager, told the members about goal #2, for fiscal and administration, and listed the objectives for both. Jim Walker, Operations Manager, spoke about goal #2, in relation to the Preparedness (PT&E and Ops) section, and discussed numerous objectives for that section. Karen Hall, Homeland Security Commission Administrator, described her objectives for goal #2, which included being trained in other sections of DEM. Rick Martin, Grants Manager, related his objectives listed in goal #2, including developing best method for sharing information and changes with stakeholders. Gail Powell, Public Information Officer, explained her objectives listed in goal #2, which included hosting monthly meetings with JIC partners for training and feedback.

Goal #3: *“A statewide leader in sustaining and building emergency and disaster response capacity.”*

Justin Luna, Fiscal Manager, told the members that contained in goal #3, was the objective of indentifying legislative recommendations that support the strategic plan, among other objectives. Jim Walker, Operations Manager, spoke about the objectives for goal #3, and pointed out there would be training for DEM staff, and local and tribal partners 12 times annually, among other objectives. Karen Hall, Homeland Security Commission Administrator, discussed the objectives in goal #3, among them administering a monthly report of activities from both fusion centers and the regional intelligence center. Rick Martin, Grants Manager, told the members that one of the objectives in goal #3 was to provide recovery workshops to county and tribal emergency management. Gail Powell, Public Information Officer, concluded the objectives for goal #3 by telling the members, among other objectives, the PIO would incorporate local communities into four JIC exercises.

10. EMCC STRATEGIC PRIORITY DISCUSSION

Chair Cage opened a discussion on the 7 priorities listed on the agenda that the members had decided on in the previous EMCC meeting on Oct. 27, 2015. Those priorities are as follows:

1. EMPG grant funding formula.
2. Coordinate Statewide EM resources, ICW, AB90, and Statewide IMT/IMAT capabilities.
3. Increase Disaster Recovery capacity.
4. School Safety Coordination.
5. Better Statewide Coordination of P, T, & E.
6. Statewide EM Association.
7. Collaborative Operating Groups.

He told the members they don't have a full action plan ready to go forward with the priorities, and it will take a lot of input from the members to complete the priorities. He said if the members are going to have annual reports they have to be meaningful. They need to identify some measurable outcomes that they can have an effect on, and assess the effectiveness of those outcomes and make recommendations based on those outcomes going forward.

11. EMCC ANNUAL REPORT OVERVIEW

Chair Cage talked about a handout available to the members that gave an overview of a DEM customer service survey. He told the members it had a broad selection of comments and said the survey had an impact on the development of the strategic plan. He continued by talking about the 7 priorities again and asked for the members input in preparing for the annual report due in July.

Chief Cage asked Rick Martin to provide some information on priority #1, EMPG grant funding formula. He introduced Lorayn Walser, DEM grants section, who will be working on the EMPG grant. Rick discussed the EMPG funding formula and told the members that they would like to form a panel made up of EMCC members to look at the formula for 2016. Carolyn Levering told the members that a survey was sent out by the International Association of Emergency Managers (IAEM) asking EMPG funded local and tribal jurisdictions to respond to the survey, because they are compiling the data, and she stressed the importance of responding to show what they are achieving with the EMPG funds. She told the members that only Washoe County and Clark County have responded to the survey. She said there are 35 funded jurisdictions in the state and it is really important to get responses from all of them. She told the members the deadline was Dec. 31st.

Caleb also discussed item #3 and gave the members examples of the disaster recovery effort. He said DEM is working toward meeting the 7 goals.

***** ITEM 12 TAKEN OUT OF ORDER**

13. FUTURE AGENDA ITEMS

No future agenda items were suggested by the members.

14. PUBLIC COMMENT

Dave Hunkup asked about the status of AB 90. Jim Walker said the regulations are being developed and how to implement it. A committee has been formed to help write the regulations and it could be a year before they are implemented. DAG, Rose Marie pointed out that the regulations have to be submitted to LCB by June 30th, or they will be temporary regulations. She stated that in order to adopt permanent regulations, if DEM misses the June 30th deadline, they will have to wait until July 2017.

Ryan Turner asked if he could address item #6, Statewide EM Association, on the priority list. He said he is willing to put up the money to form a non-profit, private emergency management association. He asked the members for feedback on naming the association. He said traditionally it was called the Nevada Emergency Preparedness Association and the Nevada Emergency Services Association. Paul Burke, DEM, asked if it would include just emergency managers, or would it also include outside agencies. Ryan said his vision is there will be conferences held around the state, similar to the DEM Workshop, and would include any and all jurisdictions, state, local, private, etc. He said it would be non-profit, so they could accept donations.

The members decided on Nevada Emergency Preparedness Association. Ryan said he would try to have the group ready to give a presentation at the DEM workshop in February, and he asked members to contact him if they were interested in serving on it.

Chair Cage announced the next EMCC will be in January or February of 2016. He thanked his DEM team for all of their input and support and thanked the members for all they do everyday.

15.ADJOURN

Meeting adjourned at 11:45 AM.

DRAFT