

**WASHINGTON STATE EMERGENCY MANAGEMENT COUNCIL
COMMITTEE ON HOMELAND SECURITY**

**CAMP MURRAY, BUILDING #104 (FORMER RED HORSE BUILDING)
WEDNESDAY, JANUARY 9, 2008 · 1:00 PM-3:00 PM**

COMMITTEE MEMBERS

A	Back, Ken		Department of Health	Alternate
A	Beckley, Paul	Asst. Chief	WA State Patrol	Member
A	Brown, Mike	Detective	King County Sheriff's Office (WASPC-Sheriff)	Member
A	Brusso, Dave	LTC	WA Mil. Dept. – WA National Guard	Alternate
A	Buchanan, Gary		Port of Seattle (Assoc. of WA Ports)	Member
A	Butler, John		Department of Ecology	Alternate
A	Byers, David		Department of Ecology	Member
P	Drake, Randy		WA State Patrol	Alternate
P	Erickson, John		WA Department of Health	Chair
A	Estes, Kathy		Thurston County Emergency Management (HS Regions)	Alternate
A	Finlay, Sara		Office of the Attorney General	Member
A	Glass, Lee		Department of Labor & Industries	Member
A	Green, Ray	Sergeant	King County Sherriff's Office (WASPC-Sheriff)	Alternate
A	Griffith, Tom	Director	CRESA (HS Regions)	Member
A	Hall, Jim	Director	Yakima County DEM (WSEMA)	Member
P	Hieb, Roger		Emergency Management Division	Alternate
P	Himmel, John		Department of Transportation	Member
P	Hodgeboom, Dave		WA Department of Agriculture	Member
A	Jensen, Jeff	Asst. Chief	Tacoma Fire Dept. (WA State Assn. of Fire Chiefs)	Member
A	Mah, Doug		Department of Information Services	Member
A	Matlick, Mike		WA State Fire Protection Bureau	Member
P	Mullen, Jim	Director	WA State Emergency Management	Member
A	Nunes, Mark		WA State Hospital Association	Alternate
A	Olsen, Walt		WA Assoc. of Public Works	Member
P	Perz, Paul		WA State Fire Protection Bureau	Alternate
P	Peterson, Dave		Snohomish Health District (Local Public Health)	Member
P	Pryor, Jim	Asst. Chief	Seattle Police Department (Urban Areas)	Member
A	Roberts, Bruce		Spokane Police Department (WASPC-Police Chiefs)	Member
P	Romines, Steve		Thurston County Medic One (Local EMS)	Member
A	Schaefer, Brian		Spokane Fire Dept. (Urban Areas)	Alternate
A	Scharf, Jim	Chief	Everett Police Department	Chair
A	Shapiro, Peggi		WA State Hospital Association	Member
A	Steele, Helmut		WA State Dept. of Transportation	Alternate
A	Vickery, A.D.	Chief	Seattle Fire Dept. (WA State Assn. of Fire Chiefs)	Alternate
A	Walter, Dick		Assn. of Washington Business	Member
A	Weitzel, Mike	LTC	WA Mil. Dept. – WA National Guard	Member
A	Williams, Chris		Department of Health	Alternate
A	Wood, James		WA State Department of Agriculture	Alternate
A	Yu, Theo		Office of Financial Management	Member

Note: 'A' or 'P' denotes Absence or Presence

ADVISORY MEMBERS

A	Hendrickson, Andy		FEMA Region X	Advisory
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A	Prewett, Marty		Federal Bureau of Investigations	Advisory
A	Rodin, Jeffrey		U.S. EPA	Advisory
A	Windus, Robert		USDOE-BPA	Advisory
MILITARY DEPARTMENT STAFF PRESENT				
A	Bickford, Nancy		Washington Military Department	Staff
P	Dudley, Lit		Emergency Management Division	Staff
A	Egan, Terry		Emergency Management Division	Staff
P	Bushnell, Jill		Washington Military Department	Staff
P	Macsparran, Don		Emergency Management Division	Staff
A	McNeil, Paul		Emergency Management Division	Staff
P	Mitchell, Venetia		Emergency Management Division	Staff
P	Messman, Max		Emergency Management Division	Staff
P	Schaal, Jennifer		Emergency Management Division	Staff
P	Tassoni, Peter		Emergency Management Division	Staff
A	Ufford, John		Emergency Management Division	Staff
GUESTS PRESENT				
A	Edstrom, Bill		Spokane Regional Health District	Visitor
A	Ekse, Bill		Snohomish County Emergency Management	Visitor
P	Fortugno, John		Homeland security Institute	Visitor
	Hawe, Joe		WA Assn. of Sheriffs and Police Chiefs	Visitor
	Kuennen, Bruce		WA Assn. of Sheriffs and Police Chiefs	Visitor
	Miele, Bill		Infrastructure Protection Subcommittee Chair	
	Smith, Mike		Department of Health	Visitor
	Szymanski, John		Homeland Security Region Two	Visitor
	Wallace, Sharon		WA State Patrol / SIEC	Visitor
P	Walruff, Charles		YTC ATO	Visitor
P	Symonds, Tom		HS Region 5 – Pierce County	Visitor

CALL TO ORDER:

CHAIR’S REMARKS AND INTRODUCTIONS

John Erickson, Committee Chair, called the meeting to order at 1:10 pm. He noted that the December meeting had been cancelled and that this meeting is its substitute. Self introductions of all present were made. John informed the committee that Chair Jim Scharf was absent due to the flu. It was noted that a quorum was not present.

ADMINISTRATIVE ISSUES

The Chair advised the committee that the agenda was modified such that in New Business item B. would precede item A. Also, a new Update item D. Statewide Homeland Security Strategic Plan Update would be added with Ms. Jill Bushnell, the Homeland Security Strategic Planning Manager providing the update. Ms. Bushnell was hired to fill the position and carry on the responsibilities that Scott Heinze had previously held.

APPROVAL OF MINUTES

The October minutes were provided to Committee Members for approval, but were not approved due lack of quorum.

FFY08 HSGP GRANT PROCESS UPDATE

Sheryl Jardine informed the group that no grant guidance has yet been received. However we are not waiting to begin our grant proposal writing. In June of 2007 the planning process began. In August a Project Process Team produced a template for use in writing '08 Projects.

Seven Investment Justification areas were provided to the proposal developers to guide their proposal writing. The areas include: 1) Strengthen plans, protocols, training and exercises to enhance preparedness,

- 2) Strengthen regional public awareness and community preparedness,
- 3) Strengthen flow of real time communication to enhance response capability,
- 4) Strengthen information and intelligence gathering analysis and sharing,
- 5) Protect region critical infrastructure, key resources, and other critical assets,
- 6) Strengthen medical surge and mass prophylaxis delivery to respond to public health emergencies, and
- 7) Strengthen regional CBRNE detection, response, and decontamination capabilities.

In November the Regional Project Proposals were received and UASI projects are due next week. Guidance is likely sometime between the middle of January and mid-February.

The next steep will be for an identified writing team to assemble to begin drafting the state grant proposal. The group will convene by the end of this month. A revised timeline for completion needs to be developed and progress briefings for CHS, EMC, and DSEG need to be provided as we head towards completion. It may be necessary to provide briefings via email. Ms. Jardine also talked about the projected '08 budget. Some questions came up concerning changes in funding, specifically about whether the funding increased or decreased. Roger Hieb explained that under the new budget funds are shifted from one program to another so it is not easy to determine if funding is rising or falling. One example of that is rumor that LETPP will go away as a free standing program, however it is expected that there will be law enforcement elements, perhaps completely recovering LETPP, within the new HSGP. Roger advised that there is no expectation that the funding for HSGP will increase.

John Erickson spoke regarding health HS funding. He is expecting a 12% decline in CDC funding. Hospital programs are also expecting a 12% decline in funds and Pan Flu program funding will go away altogether.

STATE PREPAREDNESS REPORT UPDATE

Max Messman spoke to the group about the state Preparedness Report (SPR) using slide handouts. This report requirement originated with the Post Katrina Emergency Management Reform Act of 2006 and is a new requirement of the Department of Homeland Security. Originally it was due to DHS on January 4, 2008, but the due date was pushed back to March 31, 2008 after lobbying from states and NEMA. The intent of the report is to give Congress and the President a better view of the state's all-hazard preparedness programs. The report consolidates three other reports into one requirement. This report will allow us to document our current capability levels, identify our gaps based on our strategic plan, and be a basis for initiatives that address those gaps. The format of the report is that it will contain an executive summary, a state overview; a compliance report that will cover NIMS compliance (only NIMS in this first year). The bulk of the report will contain a review of the eight National Priorities addressing with each: Accomplishments, Current capabilities, Three-year targets, Initiatives, and Resources. Our approach with this year's report is to keep it simple and utilize information from current state developed documents. The timeline for completion of the report is to

consolidate the draft sections this month and release a draft for internal review by January 23, 2008 and release the SPR to stakeholders by January 28th. The report will be submitted to the Governor's office for review by March and submitted to DHS by late March. The report is viewed as an opportunity for the state to highlight and address areas we believe to be important for Washington State.

It was asked if the report would address regional and local efforts. The SPR contains information from the regions and will be provided to the regions for review and input. It will also be provided electronically to the CHS for their review and input. It was also asked how the Medical Surge and Mass Prophylaxis section was written. Margaret Hansen, from DOH advised the group that the section was pulled together by DOH.

It was noted by Dave Hodgeboom that tracking all the state accomplishments is not an easy task as Federal preparedness funds come from numerous federal sources. Some who receive these funds do not realize they are Homeland Security generated.

Jim Mullen pointed out the SPR combines several federal reporting requirements that have previously been required. He noted that the federal government made these new reporting requirements in an effort to address continuing Katrina issues by trying to establish that no state is actually ready for a Katrina type event. This effort was resisted by the states through NEMA and eventually DHS did back off from their short reporting time. It is likely that the SPR will continue as a requirement into the next administration. Jim said that he views this as "our report" and we have an opportunity to say what we need to do to move ourselves forward. He believes that we need to make this our state's document, not just another federal report. It is an opportunity to tell our story in a positive way.

John Erickson expressed hope that we all can use this report with each of our agencies' Homeland Security efforts. It was requested that a draft of the SPR be provided to the CHS by January 28th. Dave Hodgeboom asked about Agriculture input into the report.

WASHINGTON INFRASTRUCTURE PROTECTION PLAN

Jeff Parsons spoke to the committee on the status of progress on WIPP plan. He indicated that the next steps would include establishing Sector Coordinating Councils. Six to eight are already in place but a total of 17 will be created. At this time they are reviewing the federal sector specific plans. He noted that the private sector is more involved in the HS program. Jeff noted that the 5-60 page report has been compiled by the IPSC committee. Review has been provided by PNWER, NWWARN, the Attorney General, OFM, and the Governor's office. The WIPP was presented to the DSEG in December and will be provided to the CHS by January 25 for review. Jeff said that if anyone has issues with the report that they should contact him.

TRAINING AND EXERCISE UPDATE

Max Messman provided a brief update on Training and Exercise committee on behalf of Lit Dudley, TESC Chair.

EQUIPMENT SUB-COMMITTEE

Don MacSparran reported on the work of the Equipment Sub-committee.

AGRICULTURE AND FOOD SAFETY SUB-COMMITTEE

Dave Hodgeboom reported on the sub-committee and the issues it is addressing. He noted that the committee would need to scale back its commitments due to funding constraints.

STRATEGY DEVELOPMENT WORKING GROUP

Ms. Jill Bushnell described the work of the SDWG, indicating the current status of the Homeland Security Strategic Plan and its revision. She indicated that the next revision should be completed by October 2008. Strategic priorities should align with what the CHS is doing and focused on. An Update on the SDWG will be provided in February.

Arel Solie added that the SDWG is a bottom up process gathering its basis from regional and local jurisdiction input. An initial draft should be available by April.

The chair thanked the committees for their reports. John Erickson then asked that the sub-committee chairs be prepared to advise the CHS at its February meeting concerning what they are doing, why they should continue, and what major projects they are working on.

NEW BUSINESS – EMC PROCESS AND PRIORITIES ASSIGNMENT

Chair John Erickson then introduced the topic of the CHS activities and purpose. He asked the committee to consider why does the CHS exist? What is its purpose, as Jim Pryor had asked in a previous meeting. John noted that originally the CHS worked on funding issues and initial priorities, but the question is, what should the CHS be doing now?

John noted that he went to the EMC at the CHS direction and asked what the EMC wanted the CHS to be focused on. John said that the EMC directed that the CHS evaluate its structure, review its charter, and subcommittee activities. John suggested that the CHS needs to look at its organization, meeting frequency, and meeting format. The CHS needs to provide a response to the EMC.

Dave Hodgeboom noted that he had attended the CHS since 1999. He pointed out that Homeland Security is an all-hazards state strategy. This is what he sees the CHS do. This strategy has supported forward motion. Since the HS Strategic Plan is being revised now the CHS should be involved.

Jill Bushnell said that it would be useful for the CHS to provide input in the HS Strategic Plan revision and to be involved in the process to assure progress towards the Strategic Plan goals.

Dave noted that originally the committee was the Committee on Terrorism (COT), now we need to think of the committee as an all-hazards committee. The recent December 3rd storms remind us of all the agencies that need to be involved in a complex event response. Dave pointed out that much of the work of the CHS benefited the response to that natural disaster.

Jim Mullen recalled the earlier days of the CHS when Seattle wanted to be a member and eventually became one. Much of the committee's activity was devoted to funding decisions in the aftermath of 9/11 and the COT was the place to be. But he does not believe that just because the federal government wants HS to have an all-hazards that we should follow that approach. He believes that the CHS needs to: 1) Determine what the appropriate sustained level of activity is for HS in Washington state. 2) What needs to be preserved of what CHS does? WAJAC? Collaboration? 3) Is information exchange here at the CHS still useful? 4) Tell the EMC to take on the all-hazards role. 5) Keep this collaboration going to address available continuing funds and to address the declining HS funding.

It is clear that the federal HS approach to all-hazards amounted to primarily a terrorism program with 3 or 4 other hazards tacked on. The federal government was trying to stuff all-hazards into a HS box and there was no way that it could fit.

Jill Bushnell pointed out that the HS Strategic Plan assumption is that it addresses all-hazards.

It was noted that the EMC should be an umbrella group. The CHS came about from the funding available and the terrorism issue.

But what should the CHS be doing now? There are 4-5 critical issues. One is the loss of resources in HS. Can this issue be carried by the EMC to the Governor? The EMC will be coming to the CHS in a couple months for input to a report due in May.

John Erickson reminded the committee that DOH received funding to address terrorism threats. Bioterrorism was the title but it was all-hazard oriented.

The EMC has asked the CHS to re-evaluate itself. The issue is what to do with declining funds. The CHS needs to decide what will not be done with the less \$ available. What will the CHS priorities be? What will we do? What will we not do? The priorities should address that there are things that we as a state can do and things that we cannot do. Without sufficient \$ what can be done? Could the SDWG frame this question for the CHS? We need 3-7 critical items. Many local jurisdictions are not ready for no \$ in HS. They have become dependent on these HS funds.

Jim Mullen suggested that the need to replace equipment could be raised. Most local jurisdictions will not have the \$ to provide replacement equipment. So how will all the equipment be maintained as we go forward?

Dave Hodgeboom noted that originally we were in a react mode concerning terrorism. How do we now change to take a more prevention and deflection approach? How do we make ourselves and our infrastructure less attractive as targets?

Steve Romines reminded that originally there was no plan, no WAJAC, and no regions. It seems we have come a long way. But, the CHS needs to determine what the next set of goals will be.

Dave Peterson asked whether the CHS is primarily a planning or an action group. This could affect the frequency of our meetings. It could also affect our relationship with the EMC. What does the EMC regularly hear from the CHS? What should they hear? Is the CHS addressing EMC needs? What actions items have we been given or do we have? What advisory items do we have? Is there a need to suggest new strategic directions from the CHS group?

Since at the last EMC the CHS was asked to advise the EMC on what it should be doing, then the CHS needs to devise a modest but doable work plan, with at least 2-3 priorities.

Arel Solie noticed that today there are only about 8 of the 20 plus voting CHS members present. The non-present members need to be told to be here. There is a need for the CHS members to recognize the urgency of their presence here. In the past the CHS had an agenda that lasted from 1:00 until 4:30 p.m. As work progressed the CHS and the EMC began to receive the same briefings.

We need to raise CHS attendance for the next meeting. Those members not in attendance need to be advised of the significance of the next meeting. The CHS needs to determine what work it will

undertake and decide how many meetings it will need to schedule to complete that work. How does CHS work overlap with that of other groups?

Jim Mullen asked, "How do we assure that sharing of information will still get done?" Currently, the CHS hears about something then decides if attention needs to be on that subject from the CHS or elsewhere. He noted that the recent floods pushed the DSEG to relook at itself and its makeup. It was very apparent that not everyone who was needed to address flooding issues attends the DSEG meeting, noticeably DOT.

Dave Hodgeboom noted that the Washington Agriculture and Food Safety group is the only body of its kind nationwide. CHS is a sharing forum for Ag. and helps accomplish things that otherwise would not be possible. The EMC does not have Ag. or DOT on it. EMC is statutorily created, so to change it would not be easy.

John Erickson reminded the group that time was waning so the CHS chairs would send a letter to the members regarding the February meeting and that the agenda would address CHS priorities, structure, membership, and quorum subjects.

Paul Perz reflected on his observations. When he last attended a CHS meeting the room was packed. The group was being driven by funding decisions. What are the operating procedures of the CHS? How are those procedures enforced? Or how is involvement enforced? Without members here how do we go forward without their presence? Typically meetings are successful by what's done in between them. This requires both staff and committee member activity. If the original purpose of the CHS is gone then it may die. However, the CHS can create a new purpose for itself by redefining itself.

The meeting adjourned at 3:20 p.m.

FUTURE MEETING DATES:

- February 6, 2008
- April 2, 2008
- June 4, 2008
- August 6, 2008
- October 1, 2008
- December 3, 2008