

North Carolina State Emergency Response Commission Meeting

Minutes

April 11, 2008

0901 hours Meeting called to order and guests welcomed - Chairman Bryan E. Beatty

Commissioners Present:

Chairman Beatty; Commissioner Bullard; Commissioner Clay; Commissioner Cook; Commissioner Dail; Commissioner Devlin; Commissioner Haritos; Commissioner Pendergraft; Commissioner Pratt; Commissioner Stewart; Commissioner Taylor; Commissioner Woodall.

Commissioners Absent:

Vice-Chairman Hoell; Commissioner Palombo; Commissioner Teeters; Commissioner Andrews; and Commissioner Hughes. Substitute representatives were identified & welcomed: Gary Faltinowski represented Vice-Chairman Hoell; Chief Ritter represented Commissioner Teeters; and Kelly Ransdell represented Commissioner Hughes.

Chairman Beatty welcomed Mecklenburg County Sheriff Daniel E. "Chipp" Bailey, who was appointed to the SERC by Governor Easley. Commissioner Bailey is representing the North Carolina Sheriff's Association. Chairman Beatty also recognized guest Vincent Poole from Environmental Protection Agency Region 4.

I. Old Business

Approval of minutes - Minutes for the meeting on 18 January were approved as written.

II. New Business:

A. Interoperable Communications

Captain Alan Melvin, NC SHP

Captain Melvin, North Carolina State Highway Patrol (SHP), presented a report on the Interoperable Communications.

The State Interoperability Executive Committee (SIEC) is a subcommittee to the SERC on Interoperable Communications. Commissioner Clay is Chair of this subcommittee. SIEC met on 18 March 08 and approved the Statewide Communications Interoperability Plan (SCIP). All of the DPRR Regions now have representation on the SIEC. The next meeting will be held on 9 June.

Captain Melvin reported on a meeting with South Carolina's Interoperable Communications (Palmetto 800) in March about co-location of Palmetto 800 control stations along North Carolina/South Carolina line. A meeting is planned in June to discuss the Brunswick/ Horry County interoperability.

The site activation notifications of the VIPER Strategic Network have been dispatched via e-mail for ninety-six (96) of the two hundred thirty-eight (238) planned sites. There are more than twenty-four thousand (24,000+) users on the system and more than eight

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hundred (800+) radios are scheduled to be distributed in May to local stakeholders. Recent presentations regarding VIPER have been made to two legislative subcommittees: Transportation Oversight, and Justice and Public Safety. Another presentation was planned for the Emergency Preparedness Subcommittee the week after this SERC meeting.

Training on interoperable communications is being developed in conjunction with North Carolina Emergency Management (NCEM) and the Community College system. Training will emphasize that “Interoperable Communications” is a topic much broader than the VIPER system. Includes “all bands, all brands” of communication.

SIEC had “a seat at the table” in the planning for three exercises scheduled for April and May: The Disaster Medical Conference Exercise, the National Guard’s Vigilant Guard Exercise, and the Statewide Hurricane Exercise.

Discussion:

- If the \$23,286,804 is funded, approximately \$72 million will still be needed to finish the Voice Interoperable Plan for Emergency Responders (VIPER) project.
- Thanks to Capt. Melvin and the rest of the VIPER team for their hard work.
- North Carolina’s award from the Public Safety Interoperable Communications (PSIC) grant was \$22.1 million which will be available to draw down on 1 May.
- When the minutes from the meeting held on 18 March are approved they will be posted on the website.

B. Training and Exercise

Steve Sloan, NCEM

Steve Sloan, North Carolina Emergency Management Assistant Director and Logistics Chief, presented a brief on training and exercise activities, as requested by Commissioner Palombo at the meeting held on 18 January.

Administration, training, and exercises expenditures accounted for \$957,536 of FY05. Thirteen thousand one hundred and ninety-two (13,192) first responders and stakeholders were trained in National Incident Management System (NIMS) and other related classes, at an average cost of \$42 per student. Of this total, three thousand nine hundred and eighty-four (3,984) students were trained by the Community College.

In the FY06 grant, \$1.2 million was granted to the North Carolina Community College System to focus on NIMS compliancy training. Forty-seven (47) community colleges received initial grant funding and an additional four (4) community colleges have requested grant funding. The community college leaders are Western Piedmont, Guilford, Central Carolina, Central Piedmont, Durham Tech and Cape Fear. These programs demonstrate that involvement of the local Emergency Management Coordinator key to their success. Cape Fear was not funded with the FY06 funding.

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Since the college must pay 51% of instructor cost to claim Full Time Equivalent (FTE) credit for reimbursement, community colleges require instructors to work under contract rather than on city or county time.

Under the FY07 funding, the grant to counties is \$8,490.20 of NIMS money and \$7,594.05 of Voluntary Training Enhancement Program (VTEP). Approximately twenty (20) counties per Branch have accepted grant monies, while the counties not accepting the grant monies have signed the grants back to North Carolina Emergency Management Training & Exercise to manage the classes across the state. Of \$816,000 available for local exercise grants under FY07 funding, \$809,366 has thus far been committed. All twenty-four (24) exercises that were submitted have been approved for funding. There are twelve (12) exercises for the Central Branch, four (4) exercises for the Eastern Branch and eight (8) exercises for the Western Branch. The exercises include a school shooting, search and rescue, hazardous material spill on the highway, and a collapsed building.

A Full Scale state hurricane exercise will be conducted on 20-22 May to validate the Coastal Regional Evacuation Shelter (CRES) Standard Operating Guidelines (SOG). This hurricane exercise will involve a full SERT activation and twenty (20) participating counties. The Division of Public Health (DPH) and the Office of Emergency Medical Services (OEMS) will be partnering exercises in coordination with the hurricane exercise. DPH will exercise basic sheltering operations, while OEMS will concentrate on sheltering for the functionally and medically fragile population. OEMS will also set up the State Medical Assistance Team (SMAT) II units and practice receiving patients at those facilities.

Mr. Sloan reminded the SERC that they had approved formation of a State Exercise Committee at their October 19, 2007, meeting. The Statewide Hurricane Exercise taking place in May will be the first exercise resulting from this more coordinated approach to exercise planning.

Discussion:

- There were no questions/ comments for Steve Sloan.
- In follow-up to Commissioner Palombo's request at the January 18, 2008 meeting, Commissioner Bullard handed out information from the North Carolina General Statutes (23 NCAC 02D .0326) and from the North Carolina Community College System Fact Book. This information provided the statutory and practical restrictions that prevent the Community College System from utilizing instructors who are paid by someone other than the System (for instance, a local employee teaching an ICS course on their regular work time).

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C. Homeland Security Regional Planning Committee Introductions

Mike Sprayberry, NCEM

Mike Sprayberry, North Carolina Emergency Management Deputy Director and Operations Chief, introduced the Homeland Security Regional Planning Committee to the SERC Commissioners. The committee is composed of the seven (7) Domestic Preparedness and Readiness Regions (DPRR) chairpersons, or their alternates when appropriate.

Mr. Sprayberry introduced the DPRC members who were present: Tony Spencer from Region 1, Chief Allen Smith from Region 2, Larry Smith from Region 3, Brain Short from Region 4, Sheriff Graham Atkinson from Region 5, Jerry VeHaun from Region 6 and Pat Beekman from Region 7.

The Committee received Annual Capability Assessment Program (ACAP) training on 10 April in Raleigh at the Disaster Recovery Operations Center (DROC). The DPRRs are setting up subcommittees and considering projects for submission under the Homeland Security Grant Program's (HSGP) 2009 grants.

Discussion:

- The Chairman Beatty thanked the committee members for their service.
- Mike Sprayberry was thanked for his leadership.

D. Revised SERC By-Laws and New Executive Order

Gary Faltinowski, NCEM

Gary Faltinowski, North Carolina Emergency Management Assistant Director and Plans Chief, presented a proposed revision to the SERC's bylaws. The existence of a statewide emergency management oversight body is a requirement of the Emergency Management Accreditation Program (EMAP). The SERC's initial focus was EPCRA/SARA Title III. Its duties have evolved since then to encompass oversight of homeland security and emergency management programs for the state. The proposed by-law changes would codify this expanded role, bringing North Carolina into compliance with the EMAP requirement. The proposed revisions in the by-laws state the following:

- The SERC will act in an advisory capacity to the State Administrative Agent (SAA) for the homeland security program,
- SERC Commissioners will be permitted to name a designee,
- The SERC will be allowed to appoint subcommittees when necessary
- The standing sub-committees were actually named.

The proposed by-law changes had already been reviewed and approved by Marvin Waters, General Counsel with the North Carolina Department of Crime Control & Public Safety.

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The last signed by-laws were adopted in 2000. A revision to the by-laws was approved by the SERC in 2003, but a signed copy of that revision could not be located.

Per Mr. Faltinowski's recommendation, the proposed revisions were approved by a unanimous voice vote and were circulated among the present commissioners for signature. The approved by-laws will be sent to the absent commissioners for their signature.

Mr. Faltinowski was then asked for an update of North Carolina's effort to be accredited under standards of the Emergency Management Accreditation Program (EMAP). Work on this project is ongoing. There are sixty-three (63) standards for the EMAP, including the requirement for a statewide body that was addressed by the revision to the SERC by-laws. The EMAP process documents procedures so that "the next generation" has a road map and guidelines. An experienced contractor team from Virginia, Beck Disaster Response Team, has been hired to help "mentor" North Carolina through the EMAP process. The EMAP site visit is scheduled for the first week in June.

E. FY 2008 Homeland Security Grant Program Application Submission Recommendations Gary Faltinowski, NCEM

Jerry VeHaun, Buncombe County Emergency Services Director, presented information about the Disaster Portable Morgue Unit (DPMU) project proposed for funding under the first Investment Justification (IJ) of North Carolina's application for FY2008 HSGP funds. Hurricane Katrina illustrated the limit of the morgues' capabilities. In North Carolina the current Medical Examiner's facilities are grossly inadequate for a mass casualty event. Buncombe County has agreed to house, maintain, and deploy the DPMU from a regional warehouse.

Gary Faltinowski, North Carolina Emergency Management Assistant Director and Plans Chief, presented a briefing on the FY 2008 Homeland Security Grant Program (HSGP) Investment Justifications.

On 23-25 January at the Pinehurst retreat, there were eleven (11) Investment Justification (IJ) writing teams that combined multiple projects into cohesive IJs. The FY2008 HSGP guidance was released on 1 February. The key changes for FY 2008 HSGP were the addition of a multi-applicant planning worksheet with only one (1) state as the submitting partner, management and administrative costs reduced from 5% to 3%, addition of a Purpose Statement to each IJ, replacing the enhancement plan with the State Preparedness Report. IJs are to be submitted online via the Grants Reporting Tool, and the application itself is still to be submitted through Grants.gov. One requirement for FY 2008 HSGP is that at least 25% of the HSGP funding must be allocated to strengthening Improvised Explosive Device attack deterrence, prevention and protection capabilities, and strengthening preparedness planning. Another requirement is that at

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least 25% of SHSP and 25% of UASI funding must be allocated to Law Enforcement Terrorism Prevention activities. Law Enforcement Terrorism Prevention Program (LETPP) has been incorporated into the State Homeland Security Program, and is no longer a separate project/funding stream of its own.

The first IJ is for the three projects the medical work team had chosen as the top priorities among medical projects for this year. Funding for the three projects totals \$1,124,162 for the Buncombe County SMORT, two prime movers to be housed in Mitchell and Cherokee counties and a medical transport bus to be housed in Brunswick County.

Motion:

Commissioner Cook moved that the three projects for the Medical Surge be approved. Commissioner Devlin seconded. The motion was approved on a unanimous voice vote.

The second IJ is for the three projects the emergency response work team had chosen as the top priorities among response projects for this year. Funding for the three projects totals \$2,157,000 for the Chemical, Biological, Radiological, Nuclear and Explosive (CBRNE) particulate air monitors, mounting tripods, and a prime mover; CBRNE Radiological Monitoring Kits; and Weapons of Mass Destruction (WMD) Hazardous Materials (Hazmat) Rapid Response Teams (RRT)'s compliant interoperable monitoring equipment and NIMS compliant training.

Motion:

Commissioner Bullard moved that the three projects for the CBRNE response and mitigation be approved. Commissioner Dail seconded. The motion was approved on a unanimous voice vote.

The third IJ is for the three projects the critical infrastructure protection work team had chosen as the top priorities among critical infrastructure projects for this year. Funding for the three projects totals \$449,500 for the Morehead Port Security Surveillance equipment, Domestic Preparedness and Readiness Region (DPRR) Risk and Threat Assessment, and a DPRR Capability Assessments.

Motion:

Commissioner Clay moved that the three projects for the critical infrastructure protection be approved. Commissioner Woodall seconded. The motion was approved on a unanimous voice vote.

The fourth IJ is for the project the fusion center work team had chosen as the top priority for this year. Funding for the project totals \$294,698 for the Information Sharing and Analysis Center (ISAAC) connectivity with Southern Shield, a multistate information-sharing system hosted by the Tennessee Regional Information Center. The ISAAC project also includes the training of intelligence analysts and investigators, a regional exercise involving ISAAC, Eastern Regional Information Center (ERIC), and Charlotte

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Regional Intelligence Analysis Center (CRIAC), and software equipment for the ISAAC Center.

Motion:

Commissioner Pratt moved that the project for the fusion center be approved. Commissioner Stewart seconded. The motion was approved on a unanimous voice vote.

The fifth IJ is for the three projects the interoperable communications work team had chosen as the top priorities projects for this year. Funding for the three projects totals \$24,713,644. The projects are an infrastructure project for 12 to 15 tower infrastructure sites, a strategic technology reserve of portable towers and digital radios, and an 800 MHz-compliant radio cache for emergency response organizations.

Motion:

Commissioner Pendergraft moved that the three projects for the interoperable communications be approved. Kelly Ransdell seconded. The motion was approved on a unanimous voice vote.

The sixth IJ is for the two projects the food and animal safety work team had chosen as the top priorities projects for this year. Funding for the two projects totals \$222,464 for the Animal Health Database equipment and for expanding the existing web-based ServNC to include Veterinary Response Corps volunteers.

Motion:

Commissioner Devlin moved that the two projects for the food and animal safety be approved. Commissioner Cook seconded. The motion was approved on a unanimous voice vote.

The seventh IJ is for the three projects the community preparedness work team had chosen as the top priorities projects for this year. Funding for the three projects totals \$390,000. The projects would continue the ReadyNC planning efforts and provide equipment for Citizen Corps volunteers, train Community Emergency Response Team (CERT) members in managing donated goods, and expanding the existing web-based ServNC to include non-medical volunteers and CERT teams.

Motion:

Commissioner Taylor moved that the three projects for the community preparedness be approved. Commissioner Pratt seconded. The motion was approved on a unanimous voice vote.

The eighth IJ is for the three projects the enhancement of evacuation and sheltering capabilities work team had chosen as the top priorities projects for this year. Funding for the three projects totals \$465,000. This is for purchasing ten (10) additional CAMETs and regional training in their use, purchasing 3 100kw trailer-mounted generators for use in DPRR 6 and outfit a primary shelter in each county with a standardized 400-amp

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transfer switch to accept a mobile generator, and conducting regional meetings to educate stakeholders on Disability and Elderly Emergency Management's (DEEM) Model Special Needs Plan.

Motion:

Commissioner Dial moved that the three projects for the enhancement of evacuation and sheltering capabilities be approved. Commissioner Stewart seconded the motion. The motion was approved on a unanimous voice vote.

The ninth IJ is for the four projects the state training and exercise work team had chosen as the top priorities projects for this year. Funding for the four projects totals \$4,504,700 for conducting Train-the-Trainer courses and providing NIMS, Incident Command System (ICS), HSEEP and certification classes; continue an on-going initiative with the Community College System; in the northeastern part of the state, conducting regional table top exercises, functional exercises, and updating Emergency Operations Plans (EOP) ; and provide training and exercise experience on 15 UNC system campuses in the use of crisis communication software.

Motion:

Commissioner Woodall moved that the four projects for the state training and exercise be approved. Commissioner Bullard seconded the motion. The motion was approved on a unanimous voice vote, after deleting the phrase "that has not previously received HSGP funding" from the description of the community college initiative. .

The tenth IJ is for the project that the regionalized Urban Search and Rescue (USAR) work team had chosen as the top priority project for this year. Funding for the project totals \$2,626,000 to complete initial USAR equipment procurement, establish Type I water rescue capability, and continue specialized training for all statewide task force members.

Motion:

Commissioner Taylor moved that the project for the USAR be approved. Commissioner Bullard and Chief Ritter seconded the motion. The motion was approved on a unanimous voice vote.

The eleventh IJ is for the two projects that the Law Enforcement Response to Improvised Explosive Device (IEDs) Work Team had chosen as the top priorities projects for this year. Funding for the two projects totals \$2,234,180 to upgrade the State bomb squad and expand their resources into Northeastern North Carolina and to bring local Explosive Ordinance Disposal (EOD) teams to NIMS Level III with additional training and equipment, especially EOD robots and related equipment.

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Motion:

Commissioner Clay moved that the two projects for the law enforcement response to IEDs be approved. Commissioners Bailey and Woodall seconded the motion. The motion was approved on a unanimous voice vote.

F. Subcommittee Reports

- **SARA Title III, “Community Right-to-Know” Law** **Commissioner Taylor**
The subcommittee is redrafting the by-laws to include the eleven recommendations made by the Governor’s Hazardous Materials Task Force in the wake of the Apex chemical fire, including greater disclosure to the public of the presence of hazardous materials. A change to the by-laws is the Tier II reports will be electronically submitted by March 2009. The notifications about this change have been sent to all companies and people. First responders will be able to receive real time site inventory online via the EPLAN system.

General Announcements

- Dr. Devlin informed the Commission that the federal government has released guidelines to states requiring that their COOP include planning for Pandemic Flu. The guidelines were released two (2) months ago, with a deadline of 16 June. The three (3) strategic goals for the Pan Flu COOP are continuity of operations of state agencies, to protect citizens, and to sustain/support seventeen (17) critical infrastructure sectors and key assets.

Adjournment – Meeting was adjourned at 1200 hours.

Future SERC meetings scheduled for 2008: 18 July, 8 August and 17 October at 0900 hours in the Ground Floor Hearing Room at the Archdale Building.

Submitted by

Sonya Poland
Homeland Security Branch
April 16, 2008