**SAN DIEGO UNIFIED DISASTER COUNCIL**

**MEETING MINUTES**

**August 18, 2011**

**1. CALL TO ORDER**

Chairman Bill Horn called the meeting to order at 9:00am and roll call was taken.

**2. ROLL CALL MEMBER**

CARLSBAD David Harrison

CHULA VISTA James Garcia

CORONADO Mike Blood

DEL MAR/ENCINITAS/SOLANA BEACH Dismas Abelman

EL CAJON/LEMON GROVE Mike Scott

ESCONDIDO Michael Lowry

LA MESA Al Lanning

IMPERIAL BEACH Tom Clark

NATIONAL CITY Walter Amedee

OCEANSIDE Darryl Hebert

POWAY Kevin Kitch

SAN DIEGO Javier Mainar

SAN MARCOS Todd Newman

SANTEE Richard Mattick

VISTA Gary Fisher

OES Ron Lane

**3. CALL FOR PUBLIC INPUT**

There was none.

**4. APPROVAL OF MINUTES**

The June 16, 2011 minutes were unanimously approved.

**5. OES BUDGET-Ron Lane**

At the last UDC meeting, there was a discussion about the OES budget, in particular the $50,000 for Swift Water Teams. A new document was provided in the packets. Where do the UDC dues go and how is that in relation to the money we are trying to set aside for enhanced readiness, such as swift water rescue teams. In the future, do we as an organization want to put more money towards enhanced readiness like the $250,000 the County has contributed to the preposition of the aircraft and the swift water rescue?

The document shows essentially we get almost a million dollars in what we call General Purpose Revenue. The document shows $788,277 for the County General Fund Contribution, $102,000 from the City UDC shares, and $102,357 from the UDC County shares. From a budgetary standpoint, that money goes into General Purpose Fund. OES uses this money to fund items we have allocated and the UDC has approved budgetary items for, such as Administration, Information Technology, and public liability insurance. We also use the funds for maintenance of our regional vehicles. Essentially, the GPR (General Purpose Revenue) is used for everything that is not funded by other grants, including some of the regional projects.

We are not allowed to carry over any revenue to the next year. To answer the question what happens to the $50,000 if it is not used? It gets absorbed. If we go over budget in a given year because of a disaster, the County funds additional money to us. If we go under, some money may go back to the County. We have set it up in a way we never have to ask the UDC for more dues. We have set it up that the County is essentially the failsafe. At the beginning of the year, we set aside $50,000 to cover the swift water rescue. Now that we are going to hire a Maritime Manager under the new UASI program, my assumption is this program will work a lot better under that process.

It was suggested to set up a separate fund, such as a 501C to for the swift water rescue. The money could then be held over and rolled over each year. We have been talking for a while about expanding from our preparedness mission to an increased readiness mission, whether its prepositioned aircraft funding, aircraft response through the city or SDG&E, we can set up a program where we fund that through the accumulation of dues. Homeland Security money cannot be used for response; it can only be used for preparedness. Ron is willing to work with OES staff on proposals and bring back to the next meeting.

Chief Scott asked if there is a need for a swift water team or helicopter resources, who would authorize the use? The preposition of the helicopters is given to the OES Director, the funds are county money. If we hire a Maritime Manager, the UDC would delegate the authority to him to best utilize the money and run the swift water rescue in a way that is efficient for the region.

With the SDG&E Helicopter, SDG&E pays for the first two hours; the County would pay the second two hours, and anything over 4 hours, the city would be responsible for the costs. It was suggested to have a more comprehensive discussion regarding swift water rescue and the helicopters outside of this meeting by taking the subject to the Op Area for discussion, in order to have a clear idea of what the money will be used for when these assets get deployed. Ron stated the Board’s intent for the $250,000 was to use the money in the best way possible to protect our community from wildfires. It was specifically geared towards wildfire response and anything that is consistent with that is something that we want to fund.

The budget was passed unanimously.

It was mentioned that Bob Albers from San Diego Lifeguard is the new Maritime Manager.

**6.**  **REGIONAL GIS-Mike Scott**

Chief Mike Scott presented a PowerPoint on the San Diego Regional Public Safety Geodatabase. This project is intended to provide an emergency response GIS system that can be used by Fire, EMS and Law Enforcement in a recognized standard throughout the region for public safety operations.

The vision is to overcome traditional interoperability issues by standardizing map features, attributes and symbology resulting in the development of a common-use geospatial language and visualization for first responders.

In 2011 a project steering committee was formed to coordinate efforts, compile a regional strategic plan on how to centralize the data being produced across the region. This committee is co-chaired by the RTC Regional GIS Project Manager and a Fire Operations Chief.

The project is currently funded primarily through the Urban Area Security Initiative. With uncertainty looming on the horizon on what levels of funding will continue to be provided through Homeland Security, the region needs to identify a plan for sustainable funding. If Homeland Security funds are reduced, alternative grant sources or member assessment funding sources will be needed. The project is likely to be funded through the end of 2013.

The UDC memberships would evaluate options for managing. The ad-hoc committee would identify the scope of work and develop a request for proposal with eventual approval of the UDC membership.

1. The recommendation is the Unified Disaster Council provides governance to the San Diego Regional Public Safety Geodatabase program.
2. The Unified Disaster Council establishes an ad-hoc committee to identify the operational and funding requirements of the proposed program.

The two recommendations were approved. Mike asked for volunteers to get together in the near future to discuss the funding and what makes sense for the UDC. Let Ron or Mike know if anyone is interested in participating. Ron stated that we would try to put it together by the next meeting.

**7. NATIONAL PREPAREDNESS MONTH-BEVERLY RANDOLPH**

* Sponsored by FEMA’S Ready Campaign and Citizen’s Corp, National Preparedness Month is *nationwide effort to inspire individuals, families, businesses, and organizations to take meaningful action to make them and their communities more prepared.*
* In recognition of the 10th anniversary of the attacks of September 11th, this year’s National Preparedness Month theme is, “A Time to Remember. A Time to Prepare.” It is a call to action urging our communities to remember the disasters of our past while preparing for the disasters in our future.
* Anyone may support National Preparedness Month by signing up as a Coalition member at ReadySanDiego.Gov/. The Board of Supervisors will declare September National Preparedness Monthat theSeptember 13th board meeting.

We invite jurisdictions may issue similar proclamations, encouraging San Diegans to take simple steps to prepare themselves and their families for any possible emergencies.

* OES requests approval of the Unified Disaster Council National Preparedness Month Proclamation 11-12P proclaiming September 2011 as National Preparedness Month. The proclamation was unanimously approved.

**8. SKILLED NURSING FACITIES PROJECT-Pauline Thomas**

Pauline Thomas spoke about during the 2007 fires it became apparent that a more appropriate way to transport the fragile population when they are being evacuated from their nursing facilities was needed. A task force was developed and a process was developed.

The task force took the 91 facilities, divided them geographically in the community into seven parts: North Coastal, North Inland, Central, and North Central. The east county was divided into two sections because that is where there is a large population of facilities are located and South Bay. Each of those sections of the community has an area coordinator. This is a representative from the SNIFs (skilled nursing facility) who is basically a liaison between the county and skilled nursing facilities that represent their area in the seven sections.

During a disaster, they would get a CASS alert to contact their facilities; they would make the calls to the facilities and get bed counts. The number of beds and facilities that have empty beds would be known right away. This will help to evacuate other skilled nursing patients to the available facilities, instead of a public evacuation area. This helps eliminate the stress on this fragile population.

Since the development of this process, these area coordinators have taken on quite a bit. They are all volunteers and the nursing facilities are all independently owned. They don’t have disaster funding and they are doing this on their own time and are very dedicated. These area coordinators have taken ICS training, and WebEOC. The area coordinator can log on to WebEOC and put the number of beds available and the County will be able to see almost immediately the availability. They have also been trained to work in the EMS DOC, and whoever is on call would come into the EMS DOC and work as the liaison.

This has encouraged the nursing facilities to get involved and take disaster training and become engaged in disaster planning. HHSA would be the contact for working with the coordinators.

It was requested for the area coordinators to provide the UDC with a list of the names and phone numbers and who is responsible for each section. Ron suggested the nursing facilities’ coordinators list be given to OES and we can provide the list to the jurisdictions.

**9. URBAN AREA SECURITY INITIATIVE-John Valencia**

All expenditures reported are those reimbursed by OHS and do not include claims that have been submitted and are under review.

**FY08 UASI**

All funds are expended except an amount for final radio purchase (under an extension from CalEMA).

**FY09 UASI**

Total Expenditure Deadline: November 30, 2011 for sub-recipients (December 30, 2011 to submit claims). This is very important because Congress is looking at unobligated amounts nationwide at all grant years and using that to determine how to allocate FY12. In order to ensure that these UASI funds are as robust as possible, we are asking all UASI members to spend as expeditiously as you can.

Total Expenditures to date = 40% expended

Equipment = 47% expended

Training expenditures = 38% expended - reduced due to shifting expenditures to FY08 to maximize the personnel cap and mitigate the delay in the TLO PDA project

Planning expenditures = 34% expended

Organization expenditures = 17% expended

46% of our total allocation was to be spent by 4/1/11; all 5 projects received milestone extensions and one has met its approved milestone. We are now at 71% of the milestone amount.

If you have projects, please spend the funds and submit the claims as quickly as possible

**FY10 UASI**

Expenditures are underway - All Projects are approved and there are no EHP holds

6% of expenditures to date –handouts given to each jurisdiction

Again, please spend the funds if they have been allocated to your agency.

**FY11 UASI**

The FY11 UASI Grant award letter is still pending.

**Region Training-Mike Stein**

Mike Stein passed out the FY 2009 CBRNE Training Grant handout. The grant cycle is 73% complete with 48% expended. The amount expended is only the amount that has been reimbursed back to the agencies. Once the training is done, the agency has 45 days to submit for reimbursement. Mike feels confident that by the October UDC meeting the grant will 100% expended. They are forecasting transitioning to the FY10 grant soon.

The current initiatives were displayed on the chart handout showing their disposition. Also included were the number of classes and personnel trained since June 16th, the total number of personnel trained was 860.

Updates on regional projects – the All Hazards Incident Management Team sent 9 people to New Mexico to get their task books signed off. They actually assisted the Incident Management Team and learned a lot. They are currently looking at more training and bringing training classes in trying to get all the members trained. They are also still supporting the Terrorism Liaison Officer program both on the fire side and the law side. They are working closely with the Law Enforcement Coordination Center in regards to that initiative. They are currently training their law enforcement partners in the Level C CBRNE Suit training. There was rescue technical drill last week in Chula Vista. The region was well represented. It was a simulated earthquake and/or terrorism event where there was a structural collapse.

NIMS/ICS- the vendor is no longer going to be providing NIMS which is the non- fire service ICS classes after November due to the Federal budget deficit. They will look for new vendors, which we will have to pay for.

**10. HOMELAND SECURITY GRANTS UPDATE-Madeline Patino**

County OES has developed a grants newsletter that we will be publishing on a bi-monthly basis – thanks to John Lackmann. If anyone would like to receive the newsletter, please contact our office and let us know and we will put you on the distribution list. The newsletter and all grant related deadlines and forms are available on the OES website at sdcounty.ca.gov/oes.

**FY10**

The latest SHSG FY10 status for each jurisdiction was provided in the packets. On Tuesday, August 18th, Cal EMA approved a modification which moved all projects with holds to project Q.

All jurisdictions can begin spending for projects A, B, C, D, E, H, and G. At this time, do not spend FY10 funds for project Q. The hold only affects Coronado and some items for the city of San Diego.

**FY09**

In the packets the latest SHGP FY09 status for each jurisdiction was provided. As an overall summary of FY09, the total allocation was 7.6 million, and as of 8/18, the remaining unspent amount is 4.1 million, or about 54%. As a reminder, the deadline to submit reimbursement requests to OES under FY09 is November 1, 2011. An extension is possible up to January 31, 2012.

A number of extensions have been requested to date. If anyone requires an extension, please submit the milestone extension request form to OES before the November 1, 2011 deadline date.

**FY11**

It is anticipated that Cal EMA will be releasing the FY11 SHSG grant guidance Friday, August 19th. The application is due to Cal EMA Monday October 3, 2011.

The award and performance period is anticipated to begin Thursday, November 13, 2011.   
  
OES is working on strategies to apply and use the funds in the region’s best interests without putting undue burden on our sub-recipients.

**11. GOLDEN GUARDIAN 2012-Stasia Richardson**

Stasia gave an update on the 2012 Golden Guardian planning with the state’s direction. The state has changed their strategy. They want to test the Southern California Catastrophic Plan that was created which was based on the San Andreas Fault earthquake. They will hold a series of discussion based exercises, table tops, and workshops leading up to that, which will include FEMA as well as state departments.

* Here is a schedule of what they plan to do:
* The areas of focus will be on mass care, communications, and the lifelines.
* Each month they have a different outline on what they hope to accomplish all leading up to testing it in May.
* In February they will hold the table top, focused on mass care and the infrastructure lifelines and in May they will hold a table top to test the plan.
* They will not be doing a functional or full scale exercise. It will only be a table top limited to senior leaders from the state level as well as the federal level.
* They will be conducting the table top the week of May 21st which has changed from the initial date of the week of May 15th.

What OES would like to accomplish is to test our role in the Southern California Catastrophic Earthquake Plan, as well as test the local jurisdiction’s EOPs. The So Cal Catastrophic Plan tests San Diego and the logistics base in the county by bringing in state and federal resources. OES would like to change the scenario a bit in order for us to test our plans. What we are proposing is sticking with the earthquake scenario, having a two day exercise the week of May 15th.

Day 1 would be focused on our Operational Area EOC being activated to test our support role. Day 2 would be focused on local EOCs as well as the OA EOC being activated to test local EOPs separate from a San Andreas earthquake.

Stasia would like to develop a planning committee to begin meeting in September. She requested multiple disciplines to be represented. Stasia would like to be notified by close of business on August 26th to be able to schedule the September meetings. Provide the name and contact information to Stasia and she will reach out and contact them.

**12. REGIONAL VEHICLE AVAILABILITY (MDU)-Ron Lane**

Ron sent an email to the UDC on 8/17 regarding San Miguel’s request to see if another jurisdiction would like to take over the mass decon unit, since San Miguel will no longer be able to support the vehicle. Is there another jurisdiction who would like to take over the housing of the mass decon vehicle?

The second question is should we consider rotating the vehicles to other cities who haven’t participated? A part of the UDC membership dues go to vehicle maintenance, therefore it is more of a training issue as far as driving the vehicle and maintaining the equipment. The date San Miguel has given is September 10th. Ron will check to see if San Miguel will hold it if we come up with a plan. Ron will also check with the County Fire Authority to see if they would be interested. Using the zone process and rotating within the zone was also discussed.

It was agreed upon that the information about the status of the vehicles needs to be sent to Monte Vista on a daily basis to let everyone know if the vehicles are available. OES will bring this subject back to the UDC in October.

**13. OES FOR KIDS UPDATE-Beverly Randolph**

OES visits schools around the county and offers an OES for Kids program. OES promotes the “Don’t be scared, Be Prepared” motto for the kids program. This program brings together OES with our partners the Red Cross, HHSA, Local Fire departments and Animal Control to teach children safety and emergency preparedness.

The program shows children about disasters and how to stay safe. It lets them know there are well trained and experienced people available to help them and their families during a disaster. They learn to be comfortable with firefighters and others in uniform. We know that it is easier for adults and children when there is a plan in place in advance of an emergency or disaster situation.

Beverly showed the schedule of upcoming OES for Kids at various schools in the county. Beverly requested any of the involved jurisdictions to help secure fire personnel to present at these events.

**14. SHAKE OUT 2011-Beverly Randolph**

We are working with the Earthquake Country Alliance to help promote The Great California ShakeOut 2011. On Oct. 20 at 10:20 a.m., the largest earthquake drill in the state will take place to help prepare Californians for a real emergency. Residents, businesses and emergency responders are being asked to learn more about earthquake preparedness and to create or update a plan for how to respond to an earthquake both at work and at home.

OES is asking you to commit to participate in the event by [registering](http://www.readysandiego.org) your organization for ShakeOut at our web site, [www.ReadySanDiego.org](http://www.ReadySanDiego.org). The level of participation is entirely up to you or your organization. The ShakeOut site provides suggestions on ways to participate. Not only do we want you to register your organizations, we also would like you to encourage your employees to register their families as well.

Once you have registered and have a drill plan, please let us know your plans, so that we can promote your example to motivate others in San Diego County to register and more importantly, get prepared. This year, you can download a customized 2011 ShakeOut Certificate of Participation.

**15. POD (POINTS OF DISTRIBTUION) PLAN/MOUs UPDATE-Leslie Luke**

Leslie Luke briefed the UDC on the recovery issues that OES has been working on. Right now we are 80-90% done on our (POD)Points of Distribution procedures and guidelines and our regional staging area plans. OES would like to send the guidelines out to the UDC to see if they will work for their communities and how it relates to what you are actually doing. Leslie requested feedback before we bring it to the council for voting. Leslie requested volunteers to send the POD Plan, the POD Procedures Plan, and the Regional Staging Area Plan for review.

OES sent an email to the Public Works Directors in regards to our MOU. We want to have that MOU for the first 72 hours to assist you to do emergency work or protective measures without getting into a contract. This will give us the opportunity to ask for other assistance outside of the county if we need it. This will help you with the reimbursement process.

**16. EXECUTIVE REPORT-Ron Lane**

1. **10 Year Anniversary of 9/11 Preparedness Campaign-**As we showed at the last UDC meeting, the region has put together a video, “See Something, Say Something”. The County worked very closely with the Sheriff’s Dept. and the FBI. That video will be made available to the public on August 24th, when we hold a press conference at OES at 12:15pm. We will be presenting the video as well as the PSAs and other material. Chairman Horn, Mayor Sanders, Special Agent in Charge, Keith Slotter, Sheriff Gore and Chief Lansdowne will be speaking. After August 24th, we will be making the DVDs available, and it will be available on our website. We also have an employee version, if you would like to show this video to your employees, let us know and we can make that available to you as well.
2. **Regional Strategic Framework-**The report was included in the packets. We have taken 100 of the key tasks out of the security strategic report the UASI developed. The OES goal is to take all of the areas that we identify gaps in and our strategy is to make progress towards those gaps. Ron will be making a formal presentation in either October or December on what gaps we have been able to fill and what objectives from the security strategy we have completed and which ones still need to be done.
3. **NIMSCAST UPDATE-**A handout including the most recent information from NIMSCAST. As you know this is a requirement from the grants. If you need any help, please let us know.
4. **OPAREA EOP Kick-Off-**We are starting the process on the EOP and there will be a meeting right after the UDC. They will begin working on a framework that is a little more user friendly.
5. **AFN Update­**-Access and Functional Needs- we are making a lot of progress. Stasia is leading a committee that is reviewing all of our documents to make sure that we have addressed the Access and Functional Needs. The committee is making sure that we are doing everything we need to in this area to make sure that AFN is included in all of our planning. If any of your cities are interested in being part of this, please let us know.
6. **Other-**Supervisor Horn passed out a letter he wrote to the governor regarding the concern of cuts from CalFire, $43 million. The Board is approved this letter and it has already been sent to the Governor. Supervisor Horn wanted to address ABX1 29 and see if we can get a vote to oppose the bill. They want to charge $150 for each parcel in the unincorporated area. The Board feels the money should go back to CalFire for the money they are cutting out of the budget.

Chief Al Lanning was presented with an OES coin for his service on the UDC. This will be his last meeting.

**17. SCHEDULE NEXT MEETING**

The next meeting is scheduled for October 20, 2011 at the Office of Emergency Services from 9-11am.

**15. CLOSE OF MEETING**

Meeting adjourned 10:40am.